

**Upper Pottsgrove Township
Fire Committee Meeting
June 21, 2012**

Members in attendance were Chairman Pete Dolan, Renee Spaide, Keith Kachel, President Bill Marsden and Stanley Hildenbrand, Fire Chief. Vice Chairman Robert Sloss was absent. Also in attendance was Jeremy Wozniak, T.J. Wojton, Erin Flanagan and Jack Layne, Township Manager.

I. Call to Order

Chairman Dolan called the meeting to order at 7:00 P.M.

II. Approval of Minutes

There was a motion by Ms. Spaide, which was seconded by Mr. Kachel that the May 17, 2012 meeting minutes be approved as submitted. The motion was approved.

III. Report

A. Operational Report

Chief Hildenbrand provided the May 2012 Operational Report.

Highlights of this Report included the following:

- There were 8 calls in May and 65 calls for the year to date
- There were 0 structure fires
- There were 2 accidents with injuries
- There was 1 trash fire
- There was 1 automatic fire alarm
- There were 2 Fire Police only calls
- There was 0 vehicle fires
- Mutual aid was given 1 time
- Mutual aid was received 1 time
- There were 2 Fire Police scratched calls

Two municipalities were serviced. Time in service was 7 hours 44 minutes and the total man hours were 35.7 hours. Monthly training included Continued Driver/Pump Training, In House training, driver/pumper/tanker training and Individual Fire Academy Courses were also provided. It was noted that there were no repeat false alarms and that the Special Service item was for a response for a down tree on Pine Ford Road.

B. Membership Report

President Marsden reported that there was one new firefighter who was not a Township resident.

C. Treasurer's Report

President Marsden reported that the month end balance for May 31, 2012 for the Fire Company's Savings Account was \$2,550.13, the Checking Account was \$11,915.48, the Truck Fund was \$33,800.75 and the Property Fund was \$10,019.16.

D. Fire Fund Budget Update

Mr. Layne distributed copies of the May 31, 2012 Fire Fund Report. He stated that the Operating Expenses line items appeared to be sound. He stated that the insurance costs to date are under the approved budgeted amount and that the gasoline/diesel expenses were under the budgeted amount to date as well. President Marsden noted that \$5,000 was still being shown for the pumper loan payments while the pumper was paid off in full last year. It was recommended that this \$5,000 be moved to either the Miscellaneous or Repairs and Maintenance line items.

E. Fire Relief Fund

President Marsden provided the Fire Relief Reports for April and May 2012. He reported that the April closing balance for the Checking Account was \$13,078.50, the Money Market Account closing balance was \$119,230.78, the CD balance was \$53,268.44 and the total Relief Assets totaled \$185,577.72. He also reported that for May the closing balance for the Checking Account was \$9,569.04, the Money Market Account closing balance was \$119,245.93, the CD balance was \$53,268.44 and the total Relief Assets were \$182,083.41.

IV. Old Business

A. Discussion on False Alarm penalties

Chairman Dolan stated that the endeavor to pass the proposed revision to the False Alarm Ordinance was not approved at the last Board of Commissioners meeting. Mr. Wozniak stated that the Fire Company had recently taken a vote regarding this matter which noted that the majority of the votes were against revising the existing Fire Alarm Ordinance. Chairman Dolan expressed his displeasure that the Fire Company would now take a vote regarding the revision of the Fire Alarm Ordinance after this matter had been discussed extensively by the Fire Committee over the past five months with no apparent opposition coming from the Fire Company. Mr. Wozniak stated that this was an item that he had had concerns with because he felt that the residents were already paying for this service by paying into the Fire Fund Tax.

B. Discussion on a proposal to access fees to insurance firms for responding to accidents in the Township

Chairman Dolan requested that the Fire Company discuss and possibility vote to reach a consensus on this matter prior to him continuing to support the endeavor to access fees to insurance fees for responding to accidents in the Township.

V. New Business

- Chairman Dolan stated that he was concerned with the reputation of the Fire Company and suggested that someone be hired to evaluate ways to improve the reputation of the Fire Company. Chairman Dolan stated that he would contact a person that should help to improve the reputation of the Fire Company by doing a peer review.

- Chairman Dolan stated that the Fire Company By-Laws should be revised. He requested that someone provide him with a digital version of the Fire Company By-Laws. He stated that perhaps three people, consisting of two Fire Company members and Chairman Dolan, could review these By-Laws and subsequently provide a recommendation to the Fire Committee.
- President Marsden stated that a grant application would be prepared and submitted for a new Tanker. He that the grant application would be completed by the Grant Writer who had completed and submitted the grant application last year to the same Federal funding source.
- Chief Hildenbrand expressed some concerns as to what would happen to the records of those who would be taking physical examinations due to the requests made by the Township's new Workers Compensation firm. Mr. Layne stated that he would verify whether the Workers Compensation firm would need copies or any information on the physical examinations completed by fire fighters. Mr. Layne was also asked to verify whether the auxiliary was covered by insurance.
- Chairman Dolan stated that he had discussed the need with the Board of Commissioners for a new training location for the Fire Company. He stated that he would further discuss this item with them. President Marsden noted that the new training location should be near a fire hydrant.

VI. Public Comment

- Chairman Dolan stated that the August 2012 Fire Committee might be cancelled.
- It was noted that the Sanatoga Fire Company had requested that the Upper Pottsgrove Township Fire Company participate in an upcoming parade in Lower Pottsgrove. Mr. Layne stated that he would provide a letter to the Fire Company authorizing their participation in this event.

VII. Executive Session

There was no Executive Session.

VIII. Adjournment

Ms. Spaide moved that the meeting be adjourned at 8:13 P.M. Mr. Kachel seconded the motion. The motion was approved.

Submitted by Jack Layne, Township Manager

**The next Fire Committee meeting is scheduled for 7:00 P.M. Thursday,
July 19, 2012**