

**Upper Pottsgrove Township
Fire Committee Meeting
September 20, 2012**

Members in attendance were Chairman Pete Dolan, Vice Chairman Robert Sloss, Renee Spaide, Keith Kachel, Stanley Hildenbrand, Fire Chief and President Bill Marsden. Also in attendance were Jeff Levengood 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

Ms. Spaide moved that the August 16, 2012 meeting minutes be approved as submitted. The motion was seconded by Chief Hildenbrand. The motion was approved with Vice Chairman Sloss not voting due to his absence at the last meeting.

III. Report

A. Operational Report

Chief Hildenbrand provided the August 2012 Operational Report.

Highlights of this Report included the following:

- There were 8 calls in August and 100 calls for the year to date
- There were 0 structure fires
- There were 3 accidents with injuries
- There were 2 trash fires
- There was 1 automatic fire alarm
- There was 1 Fire Police only call
- There were 0 vehicle fires
- Mutual aid was given 1 time
- Mutual aid was received 1 time
- There were 0 scratched calls

Two municipalities were serviced. Time in service was 6 hours 53 minutes and the total man hours were 39.5 hours. Monthly training included Continued Driver/Pump Training, Hurst Tool Training with Station 67. In House training, Tanker training and Individual Fire Academy Courses were also provided.

B. Membership Report

There was one applicant.

C. Treasurer's Report

The Treasurer's Report noted that the month end balance for August 31, 2012 for the Fire Company's Savings Account was \$2,550.78, the Checking Account was \$9,735.15, the Truck Fund was \$33,809.27 and the Property Fund was \$10,024.15. The Auxiliary Savings Account month end balance was \$333.92 and the Auxiliary Checking Account month end balance was \$868.19.

D. Fire Fund Budget Update

Mr. Layne noted that he had distributed copies of the August 31, 2012 Fire Fund Report. He noted that 98.5% of Real Estate Tax revenue had been received and that the Operating Expenses line items appeared to be in fairly sound shape at this time.

E. Fire Relief Fund

The Fire Relief Report for July 2012 showed a Checking Account ending balance of \$9,317.71, a Money Market balance of \$119,275.74, a CD balance of \$53,361.22 and assets totaling \$181,954.67. The Fire Relief Report for August 2012 showed a Checking Account ending balance of \$8,867.26, a Money Market balance of \$119,290.89, a CD balance of \$53,377.04 and assets totaling \$181,535.19. Mr. Layne noted that a payment of \$35,321.19 from the Commonwealth of Pennsylvania Department of the Auditor had been provided to the Volunteer Fire Relief Association.

IV. Old Business

A. Although Mr. Layne stated that he believed that the PEMA loan payment had been made, he would provide confirmation.

B. By-Laws Amendments

There was a discussion regarding proposed amendments to the Fire Company By-Laws. Mr. Dolan stated that the Board of Commissioners would be considering the approval of the recently proposed amendments at their October meeting. He expressed some concern with the language in Article V as to whether there should be a specified time frame, e.g., six months, for notifying new members of their membership status. For example, he expressed concern that it seemed possible that the President of the Fire Company could remain in that office for a two year period based on the language of this proposed amendment. Following additional discussion on this matter by the Committee there was a consensus that there should be an emphasis on maintaining stability in the Fire Company and that the proposed amendments would support this effort. Vice Chairman Sloss asked whether the Membership Secretary could take the Fire Company records home. Chief Hildenbrand stated that the Membership Secretary was charged with securing the records which could include them taking them home if necessary. After additional discussion, Vice Chairman Sloss moved that the proposed amendments to Article XX be approved. The motion was seconded by President Marsden. The motion was approved.

C. Discussion on Community Day

Chief Hildenbrand stated that the Fire Company desired to use a car for a training exhibition during Community Day. He stated that the car would be set on fire and then responded to by firefighters in a controlled area. He emphasized that the area would be made safe by roping it off. Mr. Layne expressed some concerns with this proposal since neighbors in that area had expressed disdain for the Township burning items in that same area in

the past. Following additional discussion on this matter, Chairman Dolan stated that this would be further discussed with Commissioners.

V. New Business

A. Letters requested

Chief Hildenbrand requested that the Township provide letters to the Fire Company authorizing their participation in the October 6th Upper Pottsgrove Township Community Day, October 9th Sassamansville Open House, October 11th NORCO Fire Prevention Week and the October 24th Pottstown Halloween Parade.

B. Christmas Dinner

It was stated that the Fire Company's Christmas Dinner would be held on December 15, 2012.

C. Fire Committee Elections

It was noted that the two-year term for At-Large Members of the Fire Committee would expire in November.

VI. Public Comment

There were no public comments.

VII. Executive Session

There was no Executive Session.

VIII. Adjournment

Ms. Spaide moved that the meeting be adjourned at 7:45 P.M. Chief Hildenbrand 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,
October 18, 2012**