

**Upper Pottsgrove Township
Fire Committee Meeting
August 15, 2013**

Members in attendance were Chairman Pete Dolan, Vice Chairman, William Marsden, Jeremy Wozniak, President, Renee Spaide, and Jeff Levensgood, Fire Chief. Keith Kachel was absent. Also in attendance were Bob Klingerman and Jack Layne, Township Manager.

I. Call to Order

Due to the later arrival of Chairman Dolan, Vice Chairman Marsden called the meeting to order at 7:06 P.M.

II. Approval of Minutes

President Wozniak moved that the July 18, 2013 meeting minutes be approved as submitted. The motion was seconded by Mr. Layne. Vice Chairman Marsden and Ms. Spaide abstained. The motion was approved.

III. Report

A. Operational Report

Fire Chief Levensgood provided the June 2013 Operational Report.

Highlights of this Report included the following:

- There were 7 calls in June and 40 for the year to date
- There were 0 structure fires
- There was 1 accident with injuries
- There were 0 trash fires
- There was 1 automatic fire alarm
- There were 3 Fire Police only calls
- There were 0 vehicle fires
- Mutual aid was given 2 times
- Mutual aid was received 2 times
- There were 0 scratched calls

Two municipalities were served in June. Time in service was 5 hours and 55 minutes and the total man hours were 28 hours and 8 minutes.

B. Membership Report

Vice Chairman Marsden reported that a new junior member had been accepted.

C. Treasurer's Report

The Treasurer's Report noted that the month end balance for June 30, 2013 for the Fire Company's Savings Account was \$5.11, the Checking Account was \$9,158.46, the Truck Fund was \$31,383.78 and the Property Fund was \$10,040.64. The Auxiliary Savings Account month end balance was \$334.22 and the Auxiliary Checking Account month end balance was \$1,101.61.

D. Fire Fund Budget Update

Mr. Layne distributed copies of the June 30, 2013 Fire Fund Report. He noted that the projected tax revenue had been received as budgeted and that the Fire Fund Budget was sound but that close monitoring of the

budget would be continued. There was a brief discussion regarding the new tanker that the Fire Company had recently purchased.

E. Fire Relief Fund

President Wozniak provided the Fire Relief Fund Report for June 2013. The Checking balance was \$19,563.53, the Money Market balance was \$74,385.55, the CD balance was \$53,501.36 and the total Relief assets were \$147,450.44.

IV. Old Business

A. Opticom Traffic Signal Preemption Equipment

Chairman Dolan stated that he would contact Police Chief William Moffett regarding the status of the submittal of an application to the District Attorney's Office for Opticom Traffic Signal Preemption Equipment.

B. Update regarding the discussion regarding the availability of Township ambulance services

Chairman Dolan stated that the Ad Hoc Committee had met in July and would meet in September. He stated that additional data is forthcoming regarding this matter for the Ad Hoc Committee to review. The Committee briefly discussed this matter.

V. New Business

- President Wozniak provided a packet of information to the Committee regarding proposed and needed improvements to the Township Fire House and Administrative Offices at 1409 Farmington Avenue. Items needing attention that were cited by President Wozniak included the flashing that is missing from the rear roof area, the gutter areas and the interior wall in the Fire House kitchen area.
- Mr. Klingerman stated that the Fire Company had received over 100 Smoke Alarms that would be distributed during the upcoming Township Community Day.
- Fire Chief Levengood stated that the Western Montgomery Tanker Strike Force will meet on September 4, 2013 in the Township Administrative Office meeting room.
- Fire Chief Levengood provided a questionnaire that the Fire Company wanted to distribute to Township businesses.
- Vice Chairman Marsden stated that at the present time only the Pottsgrove Middle School has a Knox-Box.
- Fire Chief Levengood stated that a Carbon Monoxide Detector form was being developed. He added that this form was necessary in order to provide some type of documentation verifying the carbon monoxide levels of areas investigated by Fire Company personnel.

VI. Public Comment

There was no Public Comment.

VII. Executive Session

There was no Executive Session.

VIII. Adjournment

President Wozniak moved that the meeting be adjourned at 8:04 P.M. Ms. Spaide 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,
September 19, 2013**