

**Upper Pottsgrove Township
Fire Committee Meeting
December 19, 2013**

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

I. Call to Order

Chairman Dolan called the meeting to order at 7:03 P.M.

II. Approval of Minutes

President Wozniak moved that the November 21, 2013 meeting minutes be approved with the revision under New Business that a brake rotor and not a brake resister had not been located for the fire truck. The motion was seconded by Mr. Kachel. The motion was approved.

III. Reports

A. Operational Report

Chief Levensgood provided the November 2013 Operational Report. Highlights of this Report included the following:

- There were 13 calls in November and 90 for the year to date
- There were 0 structure fires
- There were 4 accidents with injuries
- There were 0 trash fires
- There were 0 automatic fire alarms
- There were 3 Fire Police only calls
- There were 0 vehicle fires
- Mutual aid was given 5 times
- Mutual aid was received 4 times
- There were 0 scratched calls

Three municipalities were served in November. Time in service was 11 hours and 46 minutes and 18 seconds and the total man hours were 64 hours and 37 minutes.

B. Membership Report

Vice Chairman Marsden stated that there were two Firefighters accepted and that neither of the new members lived in the Township.

C. Treasurer's Report

The Treasurer's Report noted that the month end balance for November 30, 2013 for the Fire Company's Savings Account was \$202.14, the Checking Account was \$10,025.48, the Truck Fund was \$31,396.95 and the Property Fund was \$10,049.16. President Wozniak that in normal years the ending Checking Account balance would be closer to \$3,000 but that due to the successful fundraising efforts of the Fire Company this year's balance is more than three times that normal amount!

D. Fire Fund Budget Update

Mr. Layne distributed copies of the November 30, 2013 Fire Fund Report. He stated that the Property and Vehicle Insurance Line Items had been corrected to reflect the accurate expenses from those Line Items. He noted that 79.9% of budgeted expenditures had been expended to date.

E. Fire Relief Fund

President Wozniak stated that the November 2013 Checking Closing Balance was \$52,215.49, the Money Market Closing Balance was \$74,416.74, the CD Closing Balance was \$53,361.85 and the total assets were \$180,194.08. President Wozniak noted that Check Number 546 was a loan to T. J. Wojton totaling \$1,500. He stated that this loan was needed by Mr. Wojton due to some very unfortunate economic occurrences brought on by an injury sustained while firefighting but subsequently not supported financially by the State Workers Insurance Fund (SWIF). He emphasized that safeguards were in place to insure that funds would be repaid over the next eight month period, if not sooner. He added that Check Number 547 was a reimbursement for eye lenses.

IV.

Old Business

A. Opticom Traffic Signal Preemption Equipment

Chairman Dolan stated that the Committee should be persistent in requesting that the Township provide needed financial support for this equipment throughout the year.

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

Chairman Dolan stated that a report from the Ad Hoc Committee had been provided at the recent Township Board meeting. He noted that the Ad Hoc Committee recommended that 4 out of the 8 blocks be removed and that a proposed resolution had been drafted but not approved at the December 16th Board meeting.

V.

New Business

A. Fire Committee 2014 Meeting Schedule

Chairman Dolan opened discussion on the proposed 2014 Fire Committee meeting schedule. Following a brief discussion, there was a general consensus that the Fire Committee meeting day would change to 7:00 P.M. on the first Tuesday of each month. President Wozniak stated that he would coordinate efforts to revise the Fire Committee By-Laws respectively.

B. Miscellaneous

- President Wozniak noted that there had been a recent gasoline spill at the Sunoco service station located on Charlotte in the Township. He stated that the service station did not have the proper materials to clean up the spillage. He stated that the Fire Company cleaned up the spillage and informed the service station personnel that they needed to have adequate materials on site to clean up future gas

spills. He added that he had attempted to notify the Fire Marshal regarding this incident.

- Mr. Kachel noted that the Township should better coordinate the plowing of snow and removal of ice from the Township's parking lot. Mr. Layne stated that vehicles must be removed that are parked adjacent to the Administration Building in order for the Public Works Department to safely plow the parking lot after a snowfall.
- President Wozniak thanked Chairman Dolan and Mr. Layne for their leadership and service on the Fire Committee.

VI. Public Comment

There was no Public Comment.

VII. Executive Session

There was no Executive Session.

VIII. Adjournment

Chief Levensgood moved that the meeting be adjourned at 7:56 P.M. President Wozniak 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. Tuesday,
January 7, 2013**