

The regular meeting of the Upper Pottsgrove Township Fire Committee was held on Thursday, January 8, 2015. Members in attendance were Chairman Martin Schreiber, Vice Chairman William Marsden, Keith Kachel, Renee Spaide, T. J. Wojton and Township Manager Carol R. Lewis. Bob Krekas joined the meeting later.

Call to Order - Chairman Schreiber called the meeting to order at 7:02 pm.

Approval of Minutes – Motion by R. Spaide, seconded by K. Kachel and unanimously carried to approve the minutes of December 2, 2014, as presented.

Reports

- A. Operational Report** – M. Schreiber reviewed the Operational Report.
- B. Membership Report** – W. Marsden reported that there were no new members.
- C. Treasurer’s Report** – Those present reviewed the Treasurer’s Report.
- D. Fire Fund Budget Update** – The Board reviewed the Fire Fund Budget. C. Lewis reported that there is double coverage in insurance and the reason it is not straightened out is that as long as there is an existing claim the Fire Company cannot be dropped by PIRMA; however, the VFIS is a more cost effective option for coverage. C. Lewis will find out when the Fire Company can be dropped from PIRMA and if Faust reimburses the current claim does this claim stay on the record. She will also find out from VFIS that if we drop them as our insurance can we join later.
- E. Fire Relief Fund** – The Fire Relief has a new Treasurer; his name is Tyler Rick. There was no report since there has not been a meeting this year. The Fire Relief Allocation has been received as well as the rest of T.J.’s loan.

Old Business

- A. Budget** – The Board discussed the current telephone service and a proposal from Vonage which would be a voice over IP system. A motion by C. Lewis, seconded by R. Spaide, and unanimously carried, to accept the proposal from Vonage.
- B. Hydrant Update** – C. Lewis reported that both hydrants are back on line. Superior Water ascertained that when a hydrant goes off line they immediately call the County. They asked what level of reporting the Township would like. It was decided that they should call the office and leave a message and call Martin Schreiber. C. Lewis will pass along his phone number.

New Business

- A. Policies and Procedures** – M. Schreiber reported that he would like to see Policies and Procedure in line with the Township regarding the reporting of accidents, workman comp issues, drug testing, etc. It was discussed what should be in the By-Laws and what should be in Procedures. They discussed developing a Policy Procedure Manual where all the guidelines would be laid out for the general members. The question was asked whether or not it was permissible to ask for medical history from members. C. Lewis will look into this and report back at the next meeting. R. Spaide asked if we accept help when we get mutual aid from other

companies. K. Kachel explained that we do not unless they were directly dispatched because they are not covered by any insurance when they are on the scene.

Public Comment – C. Lewis presented the VFIS insurance renewal and explained that there is a way to get a discount on the worker’s comp insurance by developing a Safety Committee. She asked if this was something the Committee wanted to do. They felt that this was a good idea and suggested that the Safety Committee meeting be held in conjunction with the Fire Committee meeting either before or after.

Executive Session - An Executive Session was held at 7:57 P.M. with no decisions to be rendered. The Board reconvened at 8:13 P.M. at which time the meeting was adjourned by motion of R. Spaide seconded by K. Kachel and unanimously carried by those present.

Respectfully Submitted:

Carol R. Lewis, Township Manager