

The regular meeting of the Upper Pottsgrove Township Fire Committee was held on Thursday, August 13, 2015. Members in attendance were Chairman Martin Schreiber, Vice Chairman William Marsden, Keith Kachel, Don Raudenbush, Renee Spaide and Jeff Levensgood. Also present were Township Manager Carol R. Lewis and George Harmansky.

Call to Order - Chairman Schreiber called the meeting to order at 7:00 PM. at which time members present pledged allegiance to the flag.

Approval of Minutes – A motion by R. Spaide, seconded by K. Kachel and unanimously carried to approve the minutes of the June 11, 2015, meeting as presented. There was no meeting in July due to lack of a quorum.

Reports

- A. Operational Report** – The Operational Report was reviewed. There were 7 calls.
- B. Membership Report** – Three (3) new residents were accepted into the Fire Company.
- C. Treasurer’s Report**
- D. Fire Fund Budget Update**
- E. Fire Relief** – There is a new Treasurer ~ Greg Olson. They hope to get Fire Relief back on track.

Old Business

- A. Clearances** – The list of people who have submitted their clearances was reviewed. The Board then discussed the Criminal Background Check. They discussed policies regarding the findings. G. Harmansky advised the Board that their organization has a two page disclosure for volunteers outlining what activities will prevent them from being a volunteer. The Board then discussed going back to a Membership Committee or a Board of Directors who would review applications for membership and the various clearances.
- B. County Radios** – K. Kachel will finalize the needs for the Fire Company. He will then get final approval from the Fire Committee. In addition to the county radio system the Fire Company has acquired a frequency outside of the county radio through the PUC. They have acquired portables and want to get on board with West Pottsgrove and New Hanover to operate on each other’s frequencies. They would like to see the Police Department on board with this especially since they do mutual aid with West Pottsgrove Township. It was suggested that it would not be bad to include the Public Works.
- C. ATV Grant Application** – M. Schreiber advised that the Fire Company voted last night to use the PEMA Grant for the ATV. The budgeted 15K over the next two (2) years should outfit it.
- D. Budget** – K. Kachel asked if the \$50,000 had been transferred to the Trust Fund. This will be brought up at the Board of Commissioners meeting.

- A. Bulk Water Card** – The program was discussed and how many cards were needed. It was decided to get one (1) card and deposit \$150 onto it.
- B. Alarm Information** – The Board discussed what is done when they do not have updated information for responders when an alarm goes off. K. Kachel pointed out that some places issue an alarm permit with all the responder information updated every year. A motion by C. Lewis, seconded by R. Spaide and unanimously carried, to recommend to the Board of Commissioners that they institute an ordinance requiring an alarm permit. And also that they require a Knox Box for all businesses and public buildings.
- C. Fire Marshall** – Stan Hildenbrand has not been answering his messages or responding to them. This makes the Fire Company look bad when a message comes in and does not get responded to. The officers of the Fire Company will follow up with the Day Care that wanted an inspection.

Public Comments – R. Spaide asked about the upcoming Limerick Drill. A tabletop exercise will be held on Tuesday, this is not required attendance. The actual Exercise will be held in November.

J. Levensgood has requested some sensitivity training. He said it could be held during Wednesday night's training. He would also like to have specific information on how to handle a deaf firefighter, who is one of their members. He wants to make sure that they are treating him properly. He would also recommend some anti-discrimination training.

M. Schreiber asked if they were getting any insurance money from accidents. They are not because the reports are not good enough. In order to be reimbursed from the insurance companies they need a police report, EMS and fire reports. It was requested that it be set up that whenever the Fire Company is on the scene the Police send a report over. They are still waiting for a police report from the October 16, 2014, accident. It was suggested that a report writing training be held. C. Lewis will check with the insurance company to see if they offer this type of training.

Run Card – J. Levensgood suggested that Route 100 be turned into its own box on the run card. The Board discussed who would be responsible to respond in those areas.

Adjournment – A motion by R. Spaide, seconded by K. Kachel and unanimously carried, to adjourn the meeting at 8:32 PM.

Respectfully Submitted:

Carol R. Lewis, Township Manager