

The regular meeting of the Upper Pottsgrove Township Fire Committee was held on Thursday, April 13, 2017 at 7 p.m. Members in attendance were Chairman Martin Schreiber, William Marsden, Don Raudenbush, France Krazalkovich, Tom Mattingly and Township Manager Carol R. Lewis.

Approval of Minutes –Motion by T. Mattingly seconded by W. Marsden and unanimously carried to approve the minutes of the January 12, 2017, meeting as presented.

Reports

- A. Operational Report** – Tom Mattingly presented the monthly Operational Report. There have been 24 calls for the month and 53 calls year to date. Tom Mattingly pointed out that the training hours included in the report are in-house only. It does not include those people going to County for classes of which there are quite a few.
- B. Membership Report** – W. Marsden reported that one (1) member was accepted who was a Township resident but may have moved out of the Township at this time.
- C. Treasurer’s Report** – D. Raudenbush provided the Treasurer’s Report for the Board to review. C. Lewis noted that there is an expenditure for Palmer’s and she advised them that they will donate candy to non-profits for events. D. Raudenbush did know about that but they didn’t start early enough. The request has to be in well ahead of the event.
- D. Fire Relief** – There was no report as their Treasurer resigned. There is a new Treasurer and he is being brought up to speed.

Old Business

- A. By-Laws** –The Board discussed the changes that were made to the By-Laws at this time. D. Raudenbush questioned the section regarding Junior’s becoming members when they turn eighteen (18). He asked if this was automatic or if they were voted on. The Board discussed background checks and other items that had to be in when you become a full member. It was agreed that they automatically become members but still have to file the paperwork. F. Krazalkovich asked for an explanation of the Board of Directors. M. Schreiber advised him that there was one years ago. They would handle personnel issues and review contracts. There would be five (5) members, three (3) voting, two (2) non-voting and one (1) alternate. They would not be able to sit on the Fire Committee because personnel matters can be appealed to the Fire Committee. They would act as a line between the Fire Company and this Committee. Motion by T. Mattingly seconded by M. Schreiber and unanimously carried to send these By-laws to the Board of Commissioners as the proposed set of By-laws.
- B. SOP’s** – T. Mattingly reported that they have gotten through three (3) sections and they are continuing to work on them.
- C. Radios** – M. Schreiber questioned if there was any news when the radios are coming in. If they do not come in soon the Fire Company will have to start buying things for the old radios in order to keep them in operation. C. Lewis reported that she will follow up on this matter.
- D. Training** – T. Mattingly reported that in June there will be a Vehicle Rescue Class. They are asking to use the parking lot. C. Lewis advised that would be fine just provide the date and make sure everything is cleaned up appropriately afterward. He then reported that they had a Hazmat refresher class at Gilbertsville and that they

have five (5) individuals at the County to get their Basic Fire Certifications. On April 27th there will be a Highway Traffic Safety Class at Gilbertsville.

New Business

- A. **Tax Credit** – C. Lewis advised that the Tax Collection Committee will be discussing this issue at their meeting on April 19th. She will report back as to what conclusions they come to. M. Schreiber felt that anyone who can vote should be eligible and that they must be a resident. They discussed the criteria to be eligible for the tax credit. They discussed number of calls or number of hours on a call. They also discussed what taxes can be relieved. It is 20% of real estate or up to 100% of EIT. M. Schreiber felt that hours are fine for administrative activities but active firefighters should be number of calls. They discussed how much time is spent on calls and how much time is spent on administrative duties. The criteria in the law is number of calls, level of training, total time spent on administration and involved in other activities. The Chief is responsible for keeping the list and providing it to necessary communities. The Chief is also responsible to provide advice to the governing body. He would like to benefit as many people as possible. W. Marsden suggested that it could be used as a recruitment tool and the Board discussed how much would be saved by individuals. It was decided to suggest to the Board of Commissioners that they base the criteria on 20% of calls or 35 hours of training, or 35 hours on administrative duties or 35 hours of involvement.
- B. **Replacement of Fire Committee Member** – The Board of Commissioners can appoint someone or it was proposed that the Vice-President can sit. F. Krazalkovich asked that the Board of Commissioners appoint the Vice President. He will be requested to fill out a Volunteer Application which will then go to the Board of Commissioners.
- C. **Portable Garage** – M. Schreiber suggested that a portable garage be purchased and put somewhere on the land toward Route 100. Currently the ATV is parked in the garage behind the trailer. If they could store the trailer and possibly the ATV it would fill up space in the garage. F. Krazalkovich questioned where the money would come from. M. Schreiber suggested that the Fire Company has the property fund and maybe they could split it ½ and ½ with the township. C. Lewis recommended that they look around and price structures so they have a firmer idea of exactly what they want and how much it is going to cost. She will send them contact information for B & B Pole and Pioneer Pole who are both Co-Star vendors and do a lot of pavilions and salt sheds for municipalities. .

Executive Session – The Board adjourned at 7:59 p.m. to discuss matters of personnel. They reconvened at 8:09 p.m. at which time they adjourned for a fire call.

Respectfully Submitted:

Carol R. Lewis, Township Manager