

**Upper Pottsgrove Township
Fire Committee Meeting
February 21, 2013**

Members in attendance were Chairman Pete Dolan, Keith Kachel, Jeremy Wozniak, President, Bill Marsden and Renee Spaide. Jeff Levengood, Fire Chief, was absent. Also in attendance were Martin Schreiber, Stanley Hildenbrand, Fire Marshal and Jack Layne, Township Manager.

I. Call to Order

Chairman Dolan called the meeting to order at 7:00 P.M.

II. Approval of Minutes

Ms. Spaide moved that the January 17, 2013 meeting minutes be approved as submitted. The motion was seconded by Mr. Kachel. The motion was approved.

III. Report

A. Operational Report

President Wozniak provided the January 2013 Operational Report.

Highlights of this Report included the following:

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

One municipality was serviced. Time in service was 1 hour 25 minutes and the total man hours were 6.13 hours.

B. Membership Report

President Wozniak reported that there were two new members of the Fire Company – one Firefighter and one Fire Police person. He added that there were two individuals interested in becoming Firefighters. Ms. Spaide asked who had keys to the building. She stated that she was concerned that Firefighters and Fire Police personnel come and go and she wanted to insure that safeguards were in place regarding the control of the building keys.

C. Treasurer's Report

The Treasurer's Report noted that the month end balance for January 31, 2013 for the Fire Company's Savings Account was \$2,551.86, the Checking Account was \$15,151.82, the Truck Fund was \$33,823.44 and the Property Fund was \$10,032.46. The Auxiliary Savings Account month end balance was \$334.07 and the Auxiliary Checking Account month end balance was \$851.11. President Wozniak listed the checks that had been written by the Fire Company since the last meeting.

D. Fire Fund Budget Update

Mr. Layne distributed copies of the January 31, 2013 Fire Fund Report. Although he stated that the Fire Fund appeared to be sound at the present time, he noted that it was still early in the year and that the January 2013 Monthly Financial Report would be reconciled and revised. He stated that some of the January cost items should be in the December 2012 expenditures. It was noted that the Line Item 03-411-741 Pumper was showing \$5,000 in it, when this item was paid off in 2012. Mr. Layne stated that he would contact the appropriate staff to have this matter corrected.

Mr. Kachel suggested that the Township consider providing traffic signal preemption equipment at the State Street and Route 100 and Moyer Road and Route 100 intersections. Following some discussion on this matter, Mr. Layne stated that he would further investigate this matter and report to the Fire Committee.

E. Fire Relief Fund

There was no meeting of the Fire Relief last month and no Fire Relief Report was provided for January 2013. It was noted that repairs were done on the Traffic Unit.

IV. Old Business

A. Discussion and suggestions regarding the identification of a proposed firefighting training site

Chairman Dolan stated that the proposed firefighting training sites on Township open space property were not now being recommended due to the insurance liability risks that would result from having this activity taking place on Township property. He stated how the Township would be liable if a child was injured by any of the debris that came about as a result of the firefighting training activities, such as the cutting up or burning of a vehicle. He suggested that the Fire Company could cut up a car in the Township's parking lot but not burn it. President Wozniak noted that the proposed utilization of the nearby junkyard for firefighting practice had been examined but that the steep inclines did create a possible safety hazard. Mr. Kachel suggested that perhaps training could be done at the junkyard after their normal business hours. There was a consensus that this matter needed further review.

B. Opticom Traffic Signal Preemption Equipment

There was an extensive discussion regarding the desire to have Opticom Traffic Signal Preemption Equipment placed at the State Road and State Route 100 Intersection. There was a suggestion that the \$5,000 that had been inappropriately budgeted for the Pumper could be used for this purpose. Mr. Layne stated that he would further investigate this matter.

C. Superior Water Service Concerns

Mr. Schrieber stated that the fire hydrants provided by Superior Water in the Township had not been painted.

D. Auxiliary Checking Account

President Wozniak stated that the proposed transfer of funds to the Auxiliary Checking Account had been done.

V. New Business

A. Miscellaneous Items

- President Wozniak stated that the Fire Company had received a State grant for debt reduction totaling \$13,116.29 despite the fact that the *Mercury* had not reported this accomplishment in a recent article regarding this matter.
- Ms. Spaide began a discussion regarding the possibility of the Fire Company providing reflective street signs to Township residents and how this endeavor could provide revenue to the Fire Company. The discussion on this matter focused on the safety benefits of having reflective street signs as opposed to having the present situation where it is sometimes difficult for public safety personnel to locate designated properties during emergency situations.
- President Wozniak stated that they had completed painting the bays located in the Fire Station.
- President Wozniak stated that they would like to replace the letters in the front of the building. He stated that the sign would cost approximately \$700 and would be provided by Fisher Design. He added it would cost \$250 to mount the sign. He further stated that these costs would be paid for with donated funds. He also stated that Fire Chief Jeff Levengood volunteered to mount the sign at no cost, which would save the Township approximately \$250, minus the costs for materials.
- There was a brief discussion on the process of obtaining Rescue Tools. President Wozniak explained that this is not a simple or inexpensive process.
- Chairman Dolan requested input on what the Fire Marshal's job description should consist of. Fire Marshal Hildenbrand stated that he felt the recently proposed job description was sufficient. It was noted that the Fire Marshal investigates fires. It was noted that the Township Fire Marshal investigates fire losses totaling less than \$1 million. Chairman Dolan stated that the Township's Burning Ordinance must be adhered to and that the Fire Marshal should enforce this Ordinance and determine what could be burned.
- Ms. Spaide stated that the Pottsgrove Middle School had no fire lanes.
- Mr. Kachel stated that he had gotten the Building Siren operating again.

VI. Executive Session

There was no Executive Session.

VII. Public Comment

There was no Public Comment.

VIII. Adjournment

Ms. Spaide moved that the meeting be adjourned at 8:20 P.M. Mr. Kachel 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,
March 21, 2013**