

**PLYMOUTH TOWNSHIP EMERGENCY SERVICES BOARD**

Minutes of November 16, 2017

The Plymouth Township Emergency Services Board held its meeting at the Plymouth Township Municipal Building. Board members present were:

Andy Mount	Fire Marshal and Vice-Chairman
John Myrsiades	Deputy Police Chief
Ray Stocchi	President, Plymouth Fire Company/Chairman
Kevin Lawrence	Member, Harmonville Fire Company
Kevin Thomas	Plymouth Community Ambulance
Mitch Kijak	Battalion Chief, Plymouth Fire Company
Kevin Bowe	Business Owner/EVB Towing Company
Jim Behr	Member, Harmonville Fire Company
Matt McCloskey	Chief, Harmonville Fire Company
Karen Weiss	Township Manager and Board Secretary

The meeting was called to order by Chairman Ray Stocchi at 7:00 p.m. and opened with the Pledge of Allegiance.

**Public Comment**

There was no public comment pertaining to any of the items advertised on the agenda.

**Approval of Minutes: September 21, 2017** - Matt McCloskey made a motion to approve the September 21<sup>st</sup> minutes and was seconded by Kevin Lawrence. The motion passed unanimously.

Mr. Stocchi introduced Kevin Bowe who is the newest Board member to the Emergency Services Board. Mr. Bowe is a business owner in the Township.

**New Business**

**a. Apparatus Liens**

Ms. Weiss stated that a draft resolution pertaining to apparatus liens was prepared by the Township Solicitor and was circulated to both fire companies. The resolution pertains to the Township being the lien holder for the fire companies' vehicles. The resolution explains why and how the vehicles will be titled in the future.

The fire companies discussed the resolution and agreed that they would like to see what the repayment agreement for the companies will look like. They also questioned what would happen if the fire companies were to purchase a used truck versus a new one.

Ms. Weiss stated that it is her belief that if there is any residual value on the apparatus that money would go back into the apparatus fund and the Township would give these funds back to the companies for purchase of the next vehicle.

Matt McCloskey asked if the proceeds from the sale of a truck could be used to pay off the loan on a new vehicle.

Ms. Weiss stated that each fire company has a capital account with the Township. There may be a different agreement with each purchase. Ms. Weiss will check with the Township Solicitor regarding these questions.

#### **b. Act 172**

Council previously discussed Act 172 which was adopted in 2016 and is amenable to implementing some benefit for active volunteers. Act 172 permits municipalities to offer tax credits, either earned income or property tax credits, or both, to volunteers of the fire companies and the ambulance who reside in the Township. Council was in favor but tasked the Board to determine what an "active" volunteer means for Plymouth Township. The Township would then pass an ordinance and a resolution pertaining to this. Ms. Weiss previously provided samples from other townships to the Board.

Both fire companies are in agreement with the Whitemarsh Township model and they would like to pursue this.

Ms. Weiss asked that each fire company come up with what the Whitemarsh model will cost.

#### **c. Construction Update**

Andy Mount provided the construction update as follows:

##### **Active Projects**

1) 580 Germantown Pike - Major Alterations - Façade renovations, new entrance expansion, and interior alterations to an existing two story, 20,000 square foot office building. Building is being compartmented in lieu of installing a fire sprinkler system. The building will have a full coverage smoke detection and fire alarm system.

2)725 Conshohocken Road - (The Proving Grounds) - New athletic fields and facilities will include the expansion of an existing outdoor sports complex, include two new fields, parking and accessory facilities. Construction has proceeded.

3)518 Township Line Road - RSM US, LLP - 44,000 square foot single tenant fit-out of the entire third floor of the building. Construction is underway, and expected to be complete by end of 2017.

4)500 Germantown Pike (Plymouth Meeting Mall) - Various Projects - a) Installation of a food service kiosk (Dapper Donuts) with a recirculating donut fryer with integral fire suppression, b) Installation of a 6 ton oscillating sign within the mall area and c) a 6,000 square foot tenant fit-out on the upper level.

### **Upcoming Projects**

1)502 Germantown Pike - Major Alterations - This project is carried over from the previous list.

2)2261 Corsons Lane (Arbour Square) - New four story, 210 unit assisted living facility. Project is in the land development approval process.

3)4000 Chemical Road - (Metroplex - Office Area) - Eleven story high-rise office and six level parking garage. Formal plan submission is expected first quarter of 2018.

4)Plymouth Woods Office Complex - Mid-rise or high-rise office - Demolition of two (2) one story office buildings, and construction of either a five story or a seven story office building. The high-rise option will also have a two level parking structure. This project is in Land Development review.

5)420 Plymouth Road - Ilera Healthcare - Adaptive reuse of an existing 3,000 square foot bank building as a medical marijuana dispensary. Building plans have been submitted for formal plan review.

In addition, two hotels are being proposed on Lee Drive.

Ms. Weiss stated that with regard to the Driscoll tract, that the developer is continuing to meet the requirements of their conditional land development approval. Construction may begin in the Spring.

Additional buildings are being constructed at the Plymouthtowne Apartments. The numbering on the buildings is consistent with what is already there.

Mr. Mount requested that Plymouth Rock Apartments install a fire hydrant in the island to the West of the facility. The Township will then be able to use this as a public hydrant.



#### **d. Incident Reporting**

Mr. Mount stated that at the Board meeting last month there were a couple of questions raised pertaining to incident reporting and using the Firehouse Software.

One question pertained to the administrative access. There was a concern about security issues on information that is available on the program.

In addition there was a concern on coding different zones for mutual aid.

Mr. Mount spoke with a representative regarding the Firehouse Software and the questions from last month. It was determined that the fire companies could either use a single system or three separate systems. If one system is used, then everyone administratively has access to training records and personal information.

The reporting would still be seen as one incident even though there are two reports. The incident itself will have a single dispatch time.

The fire companies believe that they will still need to document calls either by paper or by using another program in addition to the Firehouse Software.

The fire companies are in favor of using the single system as long as it does not affect their opportunities for grant funding.

Mr. Mount stated that he believes it is good to have a single system since it saves time with entering information.

#### **e. Police Department Update**

None.

#### **f. Harmonville Fire Company Update**

Mr. McCloskey stated that the fire company hired a new employee and he has started.

Jerry Curran, a former Battalion Chief, passed away. A fireman's funeral is planned.

Mr. McCloskey asked Ms. Weiss if she could provide the fire company with the current SWIF forms and where they need to go in the event of an injury. Ms. Weiss will provide the information to both fire companies' chiefs and presidents.

#### **g. Plymouth Fire Company Update**

The fire company held their annual banquet on Saturday, November 11<sup>th</sup> at Plymouth Country Club. A guest speaker was present.

The fire company has plans for a squirt replacement. The cost is approximately \$764,000.

Mike Burton will not be the Fire Chief for the company next year.

#### **h. Plymouth Ambulance Update**

Plymouth Ambulance will be having their annual toy run again this year. It will take place on Saturday, December 2<sup>nd</sup>. Both fire companies have volunteered to participate.

Three new trucks are in service.

The ambulance company anticipates receiving 16,000 calls in 2018. Eight ambulances are used during the day, with six being used at night.

#### **i. Emergency Operations Plan**

Deputy Chief Myrsiades is looking for specific plans or guidelines for certain types of emergency incidents in the Township.

Deputy Chief Myrsiades would like the emergency services to participate in training in March, 2018. The training will be held in the roll call room in the Police Department which is being outfitted. At that time, suggestions can be made as to what can be implemented during certain incidents. The emergency services can bring laptops which will be helpful. In addition, radios can be brought to make sure that there are no problems with communicating between the roll call room and the fire company stations.

Mr. Mount stated that he has met with the County and there is currently a pandemic plan at the Montgomery County Vocational technical School. There is going to be a drill and there may be a request for traffic control from the Fire Police to aid the Township police department.

The County mentioned that there are generators, lights, etc. at the school that could be used by the emergency services in the event of an emergency in the Township. When investigated, it was determined that they are not currently at the site. The Vo-Tech School is working on getting them back.

In the event that there is a major emergency incident or disaster within the Township, the Fire Marshal will open up the Emergency Management Center to coordinate the emergency services within the Township.

**j. Miscellaneous**

**Old Business**

**a. Fire Prevention Week**

Mr. Mount reported that Fire Prevention Week went well. All of the daycare centers and all of the schools in the Township with the exception of one participated this year. The one school that was not able to participate this year will do so next year. Mr. Mount thanked the fire companies for their assistance.

Mr. Mount stated that there were several code issues found at one of the daycare centers. These are being worked on.

Mr. Mount mentioned that he circulated the 2016 ISO Report to the fire companies. The Township's rating was a 3. This review is an analysis of the structural fire suppression delivery system provided in the Township. It would take a lot of work and changes to move to a rating of 2.

**Next Meeting - January 18, 2018**

The next meeting of the board will take place on January 18, 2018.

**Audience Participation**

None

**Adjournment** - There being no further business, the meeting was adjourned at 8:00 p.m.

Respectfully Submitted,

  
Mary Beth Jamison  
Recording Secretary