

**PLYMOUTH TOWNSHIP EMERGENCY SERVICES BOARD**

Minutes of January 18, 2018

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
Mike McGuigan	President, Harmonville Fire Company
Mitch Kijak	Chief, Plymouth Fire Company
Kevin Bowe	Business Owner/EVB Towing Company
Karen Weiss	Township Manager and Board Secretary
Marty Higgins	Plymouth Township Council Chairman

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.

**Reorganization**

Ms. Weiss asked for nominations for Chairman. Andy Mount nominated Ray Stocchi for Chairman. The motion was seconded by Karen Weiss. Ms. Weiss asked if there were additional nominations and there were none. The motion passed unanimously.

Mr. Stocchi asked for nominations for Vice Chairman. Deputy Chief Myrsiades nominated Andy Mount for Vice Chairman. The motion was seconded by Ms. Weiss. Mr. Stocchi asked if there were additional nominations and there were none. The motion passed unanimously.

The Board voted unanimously that Karen Weiss will remain as Board Secretary.

**Approval of Minutes: November 16, 2017** - Mike McGuigan made a motion to approve the November 16<sup>th</sup> minutes and was seconded by Kevin Lawrence. The motion passed unanimously.

**New Business**

#### **a. Apparatus Liens**

Ms. Weiss mentioned the draft resolution pertaining to the apparatus liens that was prepared by the Township Solicitor and was circulated to both fire companies. The fire companies had several questions regarding the resolution. The fire companies wanted 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. 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.

Ms. Weiss stated that the Township has a new Solicitor, Mike Clarke. Mr. Clarke will be updated on the resolution and will review. He will provide the fire companies with the answers to their questions. Harmonville Fire Company has a 1939 Hale that was purchased by members. In addition, they have another old piece of apparatus that was refurbished. The fire company wouldn't want to put the Township as the lien holder for these vehicles.

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

Council previously discussed Act 172 and is amenable to implementing some benefit for active volunteers. Act 172 permits municipalities to offer tax credits to volunteers of the fire companies and the ambulance who reside in the Township. The Township would need to pass an ordinance and a resolution pertaining to this. Both fire companies are in agreement with the Whitemarsh Township model and they would like to pursue this. Ms. Weiss has asked that each fire company come up with what the Whitemarsh model will cost. At the last meeting it was suggested that a sub-committee work on this. The fire companies need to determine what an "active" volunteer means for Plymouth Township. Plymouth Fire Company would determine this through their by-laws. Plymouth Fire Company provided a spreadsheet that shows the active members. Harmonville Fire Company is working on their list and will move forward with providing the Township with the information requested. Hopefully Council will pass this.

#### **c. SWIF**

Ms. Weiss stated that at the meeting in November, Matt McCloskey asked 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 asked if the forms were received by the fire companies' chiefs and presidents. Both fire companies have received the requested forms.

#### **d. Construction Update**

Andy Mount provided the construction update as follows:

## **Active Projects**

1.420 Plymouth Road - Ilera Healthcare - Adaptive reuse of an existing 3,000 square foot bank building as a medical marijuana dispensary. Work is nearing completion.

2.725 Conshohocken Road - The Proving Grounds - New athletic fields and facilities. Expansion of existing outdoor sports complex including two new fields, parking and accessory facilities. Construction has proceeded.

3.Plymouth Woods Office Complex, Buildings 521 and 531 - Fire Sprinkler - Retrofit/completion of two (2) one story multi-tenant office building with full coverage fire sprinkler systems. Scope of work includes the phased elimination of smoke detection. Completion is anticipated late first quarter of 2018.

## **Upcoming Projects**

1.502 Germantown Pike - Major alterations - This project is carried over from the previous list.

2.2261 Corsons Lane - (Arbour Square) - New 4 story, 210 unit assisted living facility. Project is in land development approval process.

3.4000 Chemical Road - (Metroplex - office area) - 11 story, high-rise office and 6 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 5 story or a 7 story office building. The high-rise option will also have a two level parking structure. Project is in Land Development review.

5.2410 Chemical Road - (Metroplex; Bed, Bath and Beyond) - Major alterations - Interior alterations to the sales floor, including the elimination of the center "pre-sales" area, and reconfiguration of the high rack storage. This 35,000 square foot, one story tenant space has an existing fire sprinkler system specifically designed to accommodate the materials stored on the 16'-6" (max.) high racks. Work will commence shortly.

Ms. Weiss stated that the Township has received plans for the re-design of the Macy's store located at the Plymouth Meeting Mall. The floors will be separated and there will be four new tenants and two restaurants. The project is currently under review.

## **e.Incident Reporting**

Mr. Mount stated that he would like to schedule a meeting regarding incident reporting and using the Firehouse Software. It could include representatives of both fire companies and the Township IT Manager, Len Hess. Mr. Mount stated that he would like to implement an accurate system with the quickest and easiest way to enter information. There needs to be some type of criteria for entering the information. Plymouth Fire Company currently uses its paid staff to enter the information. Mr. Mount stated that there needs to be the proper protocol and the fire companies need to get familiar with the program and how to navigate through it.

#### **f. Police Department Update**

Discussion was moved to the Emergency Operations Plan.

#### **g. Harmonville Fire Company Update**

Renovations to Station 2 are still in the planning stages. This is not anticipated to be started in 2018.

#### **h. Plymouth Fire Company Update**

Mr. Kijak stated that the fire company has already exceeded its average number of calls for January.

The following are planned for 2018: Renovations to the parking lot, roof replacement, and a vehicle exhaust hook up.

Ms. Weiss stated that on the Township website there is a place for comments and suggestions from residents. The Township has received a request from a resident to extend the sidewalk in front of the fire company. It is the only gap on Colwell Lane. Ms. Weiss suggested that the fire company consider installing the sidewalks and that there may be grant funding available.

Mr. McGuigan mentioned that during the snowstorm in December the Harmonville Station 2 driveway was not plowed by the Township. Ms. Weiss stated that the Public Works Department did not plow for this snowstorm and that the driveway was however salted. Ms. Weiss stated that if there is ever a problem with the driveway being snow covered or icy during a snow event, that the fire company can call Mr. Loschiavo or dispatch and the Public Works Department crew will come and plow and/or salt as necessary. This procedure should also be used for snow on private roads if there is a fire, police or medical emergency.

#### **i. Plymouth Ambulance Update**

None

## **j. Emergency Operations Plan**

Mr. Mount stated that he has spoken to the chiefs of both fire companies regarding the Emergency Operations Plan and who would be interested in working on it. Plans are needed for specific types of emergencies. Deputy Chief Myrsiades and Mr. Mount received information from the County regarding emergency plans in the event there was a mass casualty situation. They recommended that these not be shared with everyone. Mr. Mount suggested forming a sub-committee to discuss and put these things in place.

Deputy Chief Myrsiades stated that he would still like the Emergency Services Board to participate in training on March 15<sup>th</sup> at 7:00 p.m. The training will be held in the roll call room in the Police Department. The room has been retrofitted. There will be phones for everyone who participates and it was suggested that each person bring their own phone as well. The Emergency Services Board members can bring laptops which will be helpful. Deputy Chief Myrsiades suggested that perhaps there could be active shooter training. Different scenarios are being compiled. These are basically for emergency services purposes and they will be helpful in separating responsibilities. Deputy Chief Myrsiades stated that he would like to hold this training every March.

Mr. Mount stated that in an emergency situation with a response and recovery phase that there will be assistance needed beyond the emergency services. These may include Township employees and each one will need to know what their individual responsibilities include. This needs to be a priority.

## **k. Miscellaneous**

Ms. Weiss stated that Plymouth Township Council has been recognizing firefighters who have earned additional certifications at their Council meetings every two years. She asked that each fire company work on a list of names and submit it to her so that they can be recognized at a future Council meeting.

Mr. Mount stated that the Commonwealth of PA has passed a new law regarding the use of fireworks. There is a list of new things that can be purchased and used. The list is more lenient and Mr. Mount stated that he foresees this as causing more injuries with their use.

Mr. Mount stated the Township has been working on getting a better water supply on Conshohocken Road for a number of years. There has been no movement from either water company to improve the flow.

Mr. Mount provided information from Haines Fire & Risk Consulting on a pump. The HydroSub pump offers a simple and effective means of expanding the water transfer capacity of firefighters. These units can be truck-mounted, trailer-mounted, boat-mounted or used as independent containerized units. It allows firefighters to access water that cannot be reached with pumpers and helps to improve flow rates. Mr. Mount stated that the fire companies may want to look at purchasing one of these for the long term and that they may be useful.

**Old Business**

None


**Next Meeting - March 15, 2018**

The next meeting of the board will take place on March 15, 2018.

**Audience Participation**

None

**Adjournment** - There being no further business, the meeting was adjourned at 8:05 p.m.

Respectfully Submitted,  
  
Mary Beth Jamison  
Recording Secretary