

AGENDA
FIRE & POLICE COMMITTEE
Monday, February 24, 2025 – 12:00 p.m.

- 1) Call to Order
- 2) Public Comment- All public comments shall be related to the subject matter jurisdiction of the Borough Council, Committee, or Board conducting the public meeting, and shall be limited to matters of public concern, official action, or deliberations that are, or may come, before the Borough Council, Committee, or Board.
- 3) Western Berks Ambulance:
 - a) Reporting and department updates
- 4) West Side Emergency Management
 - a) Emergency Management update
- 5) Fire Department:
 - a) Review the February monthly report
 - b) Review Executive Summary of 2024 Year End Report
 - c) Office of the State Fire Commissioner Fire Company Grant
 - i. Received \$14,600.59 for the use of purchasing additional sets of firefighter PPE
 - d) Deputy Chief Vehicle
 - A motion is needed to table, approve, or deny purchasing the Deputy Chief Vehicle through New Holland Auto Group using the \$53,000 LSA Grant funds awarded in 2023
 - i. Upfitting expense is being covered by the Relief Association
 - e) FF/EMT Drue LaFaver began his career with us on Monday February 17, 2025
 - i. Will be assigned to C Shift with Captain Yeager, Technician Lambert, and FF/EMT Okonski starting March 1, 2025
 - f) Received one new Volunteer application and handed one out to an interested person from a neighboring community.
 - g) Internal Process and Systems
 - i. Captains have completed drafting an “Essential Daily Functions Guide”
 - ii. Technicians have completed drafting an “Essential Daily Functions Guide”
 - iii. Work is being completed on developing a guide for operating with four-person staffing
 - iv. Internal review and update to the Borough Run Cards
 - h) Hiring and Civil Service
 - i. Next CSC meeting is scheduled for March 5 at 11 am
 - a. Finalize the DC Hiring Process
 - b. Propose and discuss the 2025 Entry-Level testing process
 - i) Apparatus Replacement
 - i. Committee is working on completing research and design needs for an aerial device
 - ii. Ensure it meets the fire and rescue needs for the Borough
 - iii. Current apparatus build times remain consistent between 40 to 48 months until delivery regardless of manufacturer

- j) Utility 79 replacement
 - i. 2024 Ford F250 purchased from New Holland Auto Group
 - ii. Purchase and upfitting using funding from the Relief Association
- k) Fire Inspection Program
 - i. Working with Kraft to further define the process for completing and entering fire inspection reports in our Record Management System
 - ii. Reviewed the system with Glenn Kraft and created a workflow document to assist with the data entry

6) Police Department

- a) Review and discuss an Inter-Governmental Agreement with the Wilson School District regarding the enforcement of school bus violations
 - A motion is needed to table, approve, or deny the Inter-Governmental Agreement with the Wilson School District regarding the enforcement of school bus violations
- b) Discuss the 1000 block of Penn Avenue parking
 - i. Review the received PennDOT letter from the District 5-0 Engineer relative to pedestrian safety suggestions
- c) Review the handicapped parking space request for 1273 Penn Avenue
 - A motion is needed to table, approve, or deny the handicapped parking space request for 1273 Penn Avenue
- d) Discuss the update on the previously discussed tractor trailer truck parking issue on Van Reed at Douglass

7) Executive Session (if needed)