

# Haverford Township Bureau of Fire

## January 2021 meeting minutes

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Location: Brookline Fire Company

Date: Tuesday, January 26, 2021

Time: 7:00 p.m.

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### **Attendees:**

W. Hatton, L. Lattanzio, J. McCans, C. Millay, M. C. Norman, M. E. Norman, A. Sivak, T. Straub, J. Viola, W. Wechsler

The meeting was called to order by Chief Norman at 7:00 p.m.

The reading of the minutes from the September meeting was waived.

Motion - A. Sivak, Second - T. Straub, Vote - Unanimous

### **Treasurer:**

No report

### **Township Manager:**

No report

### **Police:**

J. Viola reported that Aqua and Peco continue to work throughout the Township. This work will continue for the next few years.

### **Township Commissioners:**

No report

### **EMS:**

There was some discussion on COVID-19 vaccines.

### **Fire Prevention:**

No report

### **Apparatus:**

C. Millay inquired about apparatus replacement for 34 and 56 that was due to be replaced in 2020. W. Wechsler stated that we will have a better idea on the feasibility of apparatus replacement when we understand the impact on tax revenue.

### **Training:**

J. Viola reported that the construction on the fire training tower is nearing completion. We spent close to \$100,000 to refurbish the building. We need to come up with a monitoring plan for use of the tower. Bring ideas to the next meeting. There was some discussion on the condition of the retaining wall.

M. E. Norman reported that the training prop at Manoa was modified to include additional scenarios.  
M. C. Norman reported that the HTRA allocated \$5,000 for training this year if we are able to assemble again.  
J. Viola reported that there is a class action lawsuit against National Foam related to cancer. We have paperwork from National Foam reporting that we have not used the hazardous foam.

**Recruitment and Retention:**

We can defer the recognition ceremony until next year.

**Radio:**

J. Viola reported that radios and cellular phones will be coming. A list of radio needs for the fire departments will need to be formulated.

**Codes Enforcement:**

S. Poole has been sending updated information for Knox boxes and solar panels.

**Old Business:**

M. E. Norman inquired about the status of Emergency Reporting. J. Viola will check in with S. Poole and R. Maclary.

**New Business:**

M. E. Norman inquired about standardizing a RIT on building fire responses. Manoa is making a few run card changes.

M. C. Norman asked about contacting Aqua about replacing Jones snap hydrant connections. W. Hatton will reach out to a contact at Aqua.

W. Hatton thanked everyone for their support during a difficult year. We had over 70 members of the HTBF respond for the fire on Cardiff Lane. Discipline on the fire ground has also improved. We need to remember to use our accountability system.

M. E. Norman reported that Manoa is completing the water rescue requirements for state certification.

There was some discussion on sending an HTBF representative to the Township Commissioners' meeting. W. Wechsler can read a prepared report as the fire department liaison.

Submissions for the Township newsletter are due by February 5.

The meeting was adjourned at 7:36 p.m.

M - A. Sivak, S - T. Straub, V - Unanimous

Respectfully submitted,  
Lou Lattanzio  
Deputy Chief  
Manoa Fire Company

# Haverford Township Bureau of Fire

## February 2021 meeting minutes

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Location: Brookline Fire Company

Date: Tuesday, February 23, 2021

Time: 7:00 p.m.

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### **Attendees:**

V. Berg, W. Hatton, L. Lattanzio, M. C. Norman, M. E. Norman, J. Rothrock, A. Sivak, J. Viola, W. Wechsler

The meeting was called to order by Chief Norman at 7:00 p.m.

The reading of the minutes from the January meeting was waived.

Motion - J. Viola, Second - A. Sivak, Vote - Unanimous

### **Treasurer:**

No report

### **Township Manager:**

W. Wechsler distributed a new Township injury reporting policy. D. Burman is asking that this form be filled out as soon as possible following an injury.

### **Police:**

No report

### **Township Commissioners:**

No report

### **EMS:**

No report

### **Fire Prevention:**

No report

### **Apparatus:**

All apparatus is in service at this time.

### **Training:**

L. Howard has a few more items to finalize at the burn tower. The facility should be up and running within a month.

### **Recruitment and Retention:**

Progress

**Radio:**

Some departments have picked up their County-issued cell phones. Radios will be a few months behind.

**Codes Enforcement:**

A. Sivak received a request from Lower Merion for our Knox Box information.

**Old Business:**

There are still 10-12 outstanding NFIRS reports from last year that are preventing our information from being submitted.

W. Hatton contacted Aqua and has not received a response yet.

M. E. Norman reported that Manoa is finalizing state water rescue certification.

**New Business:**

J. Rothrock thanked everyone for their assistance on the Greenview Lane fire. We did a good job with accountability and manpower.

A. Sivak reported that Haverford Hill changed their keys to an electronic system. There is a key box in front of E building.

M. E. Norman reported that the tax credits can be extended to school district taxes. W. Wechsler will contact the school district.

M. E. Norman requested asking the HTRA to fund a \$1900 commercial door extension to the forcible entry prop.

The HTBF voted to send a letter to the HTRA requesting this purchase.

M - J. Viola, S - A. Sivak, V - Unanimous

C. Millay inquired about apparatus replacement that was due in 2020. W. Wechsler indicated that the Township will need to assess feasibility with the impact to tax revenue.

The meeting was adjourned at 7:14 p.m.

M - A. Sivak, S - W. Hatton, V - Unanimous

Respectfully submitted,

Lou Lattanzio

Deputy Chief

Manoa Fire Company

# Haverford Township Bureau of Fire

## March 2021 meeting minutes

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Location: Brookline Fire Company

Date: Tuesday, March 23, 2021

Time: 7:00 p.m.

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### **Attendees:**

V. Berg, W. Hatton, L. Lattanzio, C. Millay, M. C. Norman, M. E. Norman, A. Sivak, W. Wechsler

The meeting was called to order by Chief Norman at 7:00 p.m.

The reading of the minutes from the January meeting was waived.

Motion - M. E. Norman, Second - A. Sivak, Vote - Unanimous

### **Treasurer:**

No report

### **Township Manager:**

No report

### **Police:**

No report

### **Township Commissioners:**

W. Wechsler corresponded with L. Feinberg on the tax rebate and put him in contact with Aimee.

W. Hatton provided an update on the Township newsletter. Christine would like to meet with the HTBF. There is limited space in the newsletter so the companies will need a consolidated message to fit in the available space.

W. Wechsler suggested providing content for the Township's YouTube channel, which receives more traffic than the cable channel.

### **EMS:**

No report

### **Fire Prevention:**

No report

### **Apparatus:**

All apparatus is in service at this time.

### **Training:**

L. Howard has a few remaining items to complete on the training tower. An in-service will be coming.

**Recruitment and Retention:**

The committee forwarded the minutes of their last meeting to the Chiefs. Grants are being pursued for Recruitment and Retention activities.

**Radio:**

Progress

**Codes Enforcement:**

No report

**Old Business:**

C. Millay asked for an update on apparatus replacement. W. Wechsler indicated the Township is still waiting to assess the impact of COVID.

M. C. Norman inquired about updating Jones snap hydrants. W. Hatton has not received a response yet.

**New Business:**

M. C. Norman asked about floor plans for new buildings. We only receive information for solar panels.

The meeting was adjourned at 7:14 p.m.

M - A. Sivak, S - W. Hatton, V - Unanimous

Respectfully submitted,  
Lou Lattanzio  
Deputy Chief  
Manoa Fire Company

# Haverford Township Bureau of Fire

## April 2021 meeting minutes

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Location: Brookline Fire Company

Date: Tuesday, April 27, 2021

Time: 7:00 p.m.

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### **Attendees:**

L. Baker, L. Lattanzio, J. McCans, C. Millay, M. C. Norman, M. E. Norman, T. Straub, J. Viola, W. Wechsler

The meeting was called to order by Chief Norman at 7:01 p.m.

The reading of the minutes from the March meeting was waived.

Motion - M. E. Norman, Second - M. C. Norman, Vote - Unanimous

### **Treasurer:**

No report

### **Township Manager:**

No report

### **Police:**

There are several road closures in the Township due to utility work.

### **Township Commissioners:**

W. Wechsler received a follow up from the School Board regarding a tax credit program and read the response to the Bureau of Fire. The School District has no plans to adopt such a program at this time.

### **EMS:**

J. McCans reminded everyone of the AED servicing capabilities available as well as CPR/AED training. There is some talk of relocation of the M108A truck.

### **Fire Prevention:**

No report

### **Apparatus:**

Rescue 58 received a light tower upgrade. It will also be going out for a cascade upgrade.

### **Training:**

L. Howard is making progress on completing the training tower. In-service training will be conducted with representatives from each company.

### **Recruitment and Retention:**

The committee met on April 21. The next meeting is May 19.

**Radio:**

Fire Department radios will be distributed soon.

**Codes Enforcement:**

No report

**Old Business:**

The Bureau of Fire discussed the proposed ICS policy.

T. Straub inquired about the update to NFIRS reporting.

Fire apparatus has been placed on the list for next year's budget.

**New Business:**

There will be a memorial service for Commissioner Lewis later this year. Services and interment will be private.

J. Viola presented a proposal from the Middle School regarding a municipal services informational program for students.

M. E. Norman inquired about the Township supporting annual physicals for firefighters.

The meeting was adjourned at 7:14 p.m.

M - C. Millay, S - J. Viola, V - Unanimous

Respectfully submitted,

Lou Lattanzio

Deputy Chief

Manoa Fire Company



# Haverford Township Bureau of Fire

## May 2021 meeting minutes

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Location: Brookline Fire Company

Date: Tuesday, May 25, 2021

Time: 7:00 p.m.

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### **Attendees:**

V. Berg, C. Connell, W. Hatton, L. Howard, C. Katz, L. Lattanzio, C. Millay, M. C. Norman, M. E. Norman, J. Viola, W. Wechsler

The meeting was called to order by Chief Norman at 7:00 p.m.

A representative from Main Line Health met with the HTBF to discuss options for fire department physicals.

### **Treasurer:**

No report

### **Township Manager:**

No report

### **Police:**

Both lanes of West Chester Pike westbound were closed this morning creating significant traffic. The job has been rescheduled for night work. The Darby Road pipe work will also occur at night.

The Township Memorial Day ceremony will be at 11:00 a.m. on Monday.

### **Township Commissioners:**

No report

### **EMS:**

No report

### **Fire Prevention:**

No report

### **Apparatus:**

Foam 35 has been sold.

### **Training:**

L. Howard presented a proposal for HTBF Fire Tower Procedures. An in-service training will be conducted with representatives of each company.

### **Recruitment and Retention:**

The minutes of the last meeting were sent to the Chiefs. Family skate night will be June 21 at the Skatium from 6pm - 8pm. Hav-A-Burger will be catering. The 2022 recognition ceremony is being planned. Please send the 2020 list to C. Connell as soon as possible so there is not a backlog once the 2021 awards are collected. Haverford Township day will occur this year. The committee is planning on some materials for a tent at Haverford Township day.

**Radio:**

The last police sector is being completed this week and fire departments will follow. The new radios will have bailout channels to use when ducting occurs.

**Codes Enforcement:**

No report

**Old Business:**

The deadline for the Township newsletter is June 4. We should have one entry for the HTBF with content from each company.

M. C. Norman reported that the superfund site has been moved outside under a tent. The existing building will be torn down and rebuilt.

The Chiefs agreed to adopt the updated Incident Command guidelines.

**New Business:**

M. E. Norman brought up replacing current nomex hoods with cancer-reducing models.

The meeting was adjourned.

M - J. Viola, S -C. Millay, V - Unanimous

Respectfully submitted,

Lou Lattanzio

Deputy Chief

Manoa Fire Company

# Haverford Township Bureau of Fire

## June 2021 meeting minutes

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Location: Brookline Fire Company

Date: Tuesday, June 22, 2021

Time: 7:00 p.m.

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### **Attendees:**

L. Lattanzio, J. McCans, M. C. Norman, J. Rothrock, A. Sivak, T. Straub, J. Viola, W. Wechsler

The meeting was called to order by Chief Viola at 7:00 p.m.

The reading of the minutes from the May meeting was waived.

M - M. C. Norman, S - J. Rothrock, V - Unanimous

### **Treasurer:**

No report

### **Township Manager:**

No report

### **Police:**

The Darby Road closure will be 24 hours starting on 6/28. Coopertown and Landover will be closed at the same time. We have had a difficult time making progress with PECO. Steel Rd near Llanerch Country Club will be closed starting on July 8.

### **Township Commissioners:**

No report

### **EMS:**

No report

### **Fire Prevention:**

No report

### **Apparatus:**

No report

### **Training:**

The training tower will be open shortly.

### **Recruitment and Retention:**

The minutes of the last meeting were sent to the Chiefs. The family skate event was last night.

**Radio:**

Radios are being distributed. Identifiers can be updated after distribution. These radios will not be compatible with the new radio system. Companies should start planning for radio purchases when the new system is rolled out.

**Codes Enforcement:**

S. Poole sent out an updated solar panel list.

**Old Business:**

If you are submitting the Active 911 bill to the Township for reimbursement it has to be submitted in this budget year.

**New Business:**

Fireworks will be held Monday, July 5 at Llanerch Country Club.

J. McCans received a subpoena for Llanerch Fire Company requesting records for the fire on Center Road. Companies should have a policy covering incident photos.

A music festival honoring emergency responders will be held on Hathaway Lane in September.

The Bureau of Fire voted to suspend meetings until September.

M - A. Sivak, S - T. Straub, V - Unanimous

The meeting was adjourned.

M - J. Viola, S - T. Straub, V - Unanimous

Respectfully submitted,

Lou Lattanzio

Deputy Chief

Manoa Fire Company

# Haverford Township Bureau of Fire

## September 2021 meeting minutes

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Location: Manoa Fire Company

Date: Tuesday, September 28, 2021

Time: 7:00 p.m.

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### **Attendees:**

J. Ford, W. Hatton, L. Lattanzio, J. McCans, M. C. Norman, M. E. Norman, S. Poole, A. Sivak, J. Viola, W. Wechsler

The meeting was called to order by Chief Norman at 7:04 p.m.

The reading of the minutes from the June meeting was waived.

M - M.E. Norman, S - M. C. Norman, V - Unanimous

### **Treasurer:**

J. Viola will send out an email requesting HTBF dues from each company.

### **Township Manager:**

J. McCans provided a report from D. Burman indicating he is aware of the replacement schedule for the apparatus and appreciates our patience.

### **Police:**

No report

### **Township Commissioners:**

W. Wechsler thanked the Bureau of Fire, especially for the past few weeks with the storms.

### **EMS:**

Pfizer is approved for a 3rd dose booster. J. McCans is working to coordinate a clinic for any members who already received the Pfizer booster. There may also be a measles booster on the horizon.

### **Fire Prevention:**

Some stations are having open houses.

### **Apparatus:**

All apparatus is in service. There was some discussion on SCBA replacement. Manoa has placed new SCBA in service with 5500 PSI cylinders. Llanerch has an order placed with a similar specification.

### **Training:**

The training tower is in service. The new commercial door prop is also in service at Manoa.

### **Recruitment and Retention:**

The committee sent a report to the chiefs. There will be a booth at Haverford Township Day. The committee also needs a recognition list for the past two years.

**Radio:**

Kenwood radios have been distributed. There was a communications gap with channel availability when Manoa's water rescue team went to Downingtown. The county is providing additional radios to alleviate this issue.

**Codes Enforcement:**

S. Poole reported that V. Berg was moved to the Codes department and is conducting fire inspections. There have been a lot of new Knox boxes added. Building contact information is also being gathered to send to the county.

**Old Business:**

There was some discussion on Incident Command procedures. Manoa purchased new command boards for the apparatus.

W. Hatton asked for money in the budget to cover physicals for existing firefighters.

**New Business:**

W. Hatton reported that the Township received COVID relief funding. There may be funding available around December that could be used as an incentive for members.

There was some discussion on fire strategy with respect to deteriorating properties. We should make intelligent decisions on the fireground.

Form up around 10 a.m. for Haverford Township Day.

The meeting was adjourned.

M - J. Viola, S - W. Hatton, V - Unanimous

Respectfully submitted,  
Lou Lattanzio  
Deputy Chief  
Manoa Fire Company