

REMINDER: PLEASE TURN OFF YOUR CELL PHONES, AS A COURTESY TO OTHERS!

**** Emergency Exits are located to the front and rear of the meeting room****

BOARD OF SUPERVISORS:

*Ed Brensinger, Chairman
Gary Heisey, Vice-Chairman
Ardy Snook, Treasurer
Lori Books, Township Manager
Tim Knight, Chief of Police
Amy B. Leonard, Solicitor*



Upcoming Meetings:

All Meetings Start @ 7:00 PM
*Parks & Recreation -- 1ST Tues.
Municipal Authority -- 2nd Thurs
Planning Comm -- 2nd Mon
Board of Supervisors—3rd Mon*

**BOARD OF SUPERVISORS AGENDA
2025 FIRE CHIEF's BUDGET MEETING
FOR 2026 BUDGET PREPARATION
October 7, 2025 at 5:30 PM**

CALL TO ORDER / PLEDGE OF ALLEGIANCE

Review Budget

1. Expenditures in General Fund Budget

- Fuel
- Operating Supplies
- Professional Expenses (annual audit)
- Knox Box (legal fees if warranted)
- Communications – “I am Responding” Software
annual renewal for multiple years
\$3,941 (\$1,325 per year for 3 years - 7/1/25 to 6/30/28)
- Youth Programs (schools / trick or treat)
- Workers Comp Insurance
- False Alarms
- Contracted Services (R&M – inspection of ladders, etc.) (3 years?)
- Standard Allocation (June / Dec. Distribution)

2. NLT Fire Co. Capital Reserve Funds & Approved Apparatus Purchases

- Annual contribution for equipment \$30k (annual audit, formal written request, minutes approving request)

3. False Alarms (Reminder to list on monthly log; repeat offenders billed by Twp)

4. Reminder to call Police Dept. when at a home that has Code Enforcement so he can enter without getting a warrant (working on new procedures)

5. Annual Non-Emergency Listing (Fundraisers, parades, etc.) for Board approval for WC coverage at the event. Fundraisers must be approved by the Board at a formal meeting. Training is not required to be approved by the Board. (Need by mid December)

6. Submit 2026 Rosters (Need by mid December)

Other Items for Discussion if time permits

7. Update on policies and procedures

- Chain of Command
- Code Enforcement Protocol
- Drug & Alcohol Policy
- False Alarm Procedures
- Box Alarm Agreement

8. Review

- Knox Box Ordinance
- Private Fire Hydrant Ordinance
- Burning Ordinance
- Township Employee Phone List

9. Employee to help with administrative items / applying for grants

10. Other topics for discussion

Next scheduled Township Budget Meeting – October 15, 2025, at 2:00 p.m.