

Borough of Northumberland
Northumberland County, Pennsylvania
AS APPROVED BY EMERGENCY SERVICES TASK FORCE, JULY 25, 2005

ORDINANCE NO. 2005-_____

AN ORDINANCE OF THE BOROUGH OF NORTHUMBERLAND,
NORTHUMBERLAND COUNTY, PENNSYLVANIA THAT AMENDS CHAPTER 5
OF THE BOROUGH CODE, FIRE DEPARTMENT

NOW THEREFORE BE IT ORDAINED AND ENACTED by the Council of the Borough of Northumberland, Northumberland County, Pennsylvania, and it is hereby ordained and enacted by the authority of same as follows:

SECTION 1. Name: This Ordinance shall be named the “Fire Department Ordinance of 2005.”

SECTION 2. Section ~ 5.2 is re-titled “Emergency Services Board.”

SECTION 3. Section ~ 5.2 A is rewritten:

The Fire Department so organized shall be under the administrative superintendent and direction of a Board known hereafter as the “Emergency Services Board.” Upon approval of said ordinance, the Emergency Services Board will hereby replace the Fire Board.

SECTION 4. Section ~ 5.2 B is rewritten:

The Board shall consist of the following five (5) persons: One (1) member elected from and by the general membership of the Northumberland Fire Company No. 1; One (1) member elected from and by the general membership of the Northumberland Hook and Ladder Company; and three (3) at-large residents of the Borough of Northumberland, appointed by the Borough Council.

SECTION 5. Section ~ 5.2 C is rewritten:

Members of the Emergency Services board shall reside in the Borough of Northumberland, and shall not be members of the Northumberland Borough Council, nor be Northumberland’s fire chief or deputy fire chief.

SECTION 6. Section ~5.2 D is rewritten:

The Board shall have the duty of interpreting the rules and regulations pertaining to the Fire Department and of formulating policies for the harmonious operation of the Department.

SECTION 7: Section ~5.2 E is rewritten:

The officers of the Board shall consist of a Chairperson and Secretary to be elected amongst the five members at the start of each calendar year.

SECTION 8: Section ~5.2 F is rewritten:

Each member shall be appointed for a term of five years. At the beginning of the Board's formation, the following tenures shall exist:

- 1-year seat, at-large, appointment – December 31, 2006.
(thereafter, January 1, 2007 – December 31, 2011, and thereafter, 5-year terms)
- 2-year seat, Northumberland No. 1 Company seat,
appointment – December 31, 2007.
(thereafter, January 1, 2008 – December 31, 2012, and thereafter, 5-year terms)
- 3-year seat, Northumberland Hook and Ladder Company seat,
appointment – December 31, 2008.
(thereafter, January 1, 2009 – December 31, 2013, and thereafter, 5-year terms)
- 4-year seat, at-large, appointment – December 31, 2009.
(thereafter, January 1, 2010 – December 31, 2014, and thereafter, 5-year terms)
- 5-year seat, at-large, appointment – December 31, 2010.
(thereafter, January 1, 2011 – December 31, 2015, and thereafter, 5-year terms)

Members can succeed themselves after a successful reappointment vote by either one of the respective Companies, or by Council.

Copies of the Board procedures, qualifications and policies shall be made available to the public in the Borough Office.

SECTION 9: There are created four new subsections entitled ~5.2G, ~5.2H, ~5.2I, and ~5.2J:

Section ~5.2G: Meetings of the Board shall be duly advertised and open to the public. Minutes from these meetings shall be available to the public in the Borough Office.

Section ~5.2H: The Board shall submit to the Borough Finance Committee by August 1 of each preceding year, a budget plan for the Fire Department. A member of Board shall be present at each Borough Finance Committee meeting to discuss Board budget policies and goals. It is the responsibility of Board to assist Council in the dispersing of approved Board funds, per the budget plan submitted by Board, and approved by Council.

Section ~5.2I: The Board will seek out all appropriate means to fund the fire department, including but not limited to, any or all outside revenues.

Section ~5.2J: The Board shall meet on a monthly basis at a time and place that is duly advertised.

SECTION 10: Section 5-3 shall be re-titled “Fire Chief and Deputy Fire Chief.”

SECTION 11: Section 5-3 A is rewritten:

The Board, who shall appoint a Fire Chief, and a Deputy Fire Chief, shall oversee day-to-day operations of the Fire Department.

SECTION 12: Section 5-3 B is rewritten:

In times of emergency, the Fire Chief shall have the sole and absolute control and command over all persons and equipment related to all-hazard emergency response operations in preparation for and while responding to incidents. The Fire Chief shall delegate this command to subordinates and coordinate with all responding agencies in an appropriate manner with current incident management practices and the National Incident Management System (NIMS).

SECTION 13: Section 5-3 C is rewritten:

In times of non-emergency, the fire chief will work closely with each company Captain to help maintain Department equipment, and personnel.

SECTION 14: Section 5-3 D is rewritten:

A Fire Chief and a Deputy Fire Chief are appointed and serve at the pleasure of the Board, for a period of two-years, following a majority vote of the Board. Each is appointed at the first meeting of each odd-numbered year, and serves until the following first meeting of the next odd-numbered year. At the formation of the Board, a Fire Chief and a Deputy Fire Chief shall be appointed to serve until the next odd numbered year.

The Fire Chief and the Deputy Chief may succeed themselves with a 4 out of five approval vote from the Board.

All five members of the Board must be present and vote for the Fire Chief and Deputy Fire Chief.

SECTION 15: Section 5-3 E is rewritten:

The Fire Chief and Deputy Fire Chief shall not hold the chief driver’s position, Captain or any other line officer in their respective fire companies.

SECTION 16: Section 5-3 F is rewritten:

Any person appointed as Fire Chief or Deputy Fire Chief shall have the following qualifications:

He shall be at least twenty-one (21) years of age.

He shall have been an active member of the Northumberland Fire Department for the two (2) years immediately preceding his nomination.

He shall be a resident of either the Borough of Northumberland or the Township of Point.

He shall have completed the fundamentals of a fire-fighting course.

The Board shall establish minimum qualifications for all Fire Department office holders.

SECTION 17: Section 5-3 G is rewritten:

Upon appointing a Fire Chief, the Board will hereby appoint a Deputy Fire Chief, who will be a member of the other Company as the Fire Chief, if said Company recommends a qualified candidate for the Deputy Chief position. If no qualified candidate is recommended, the Board may appoint a Deputy Fire Chief from the same Company as the Fire Chief.

SECTION 18: There is created one new subsection entitled ~5.3H.

Section ~5.3H: The Fire Chief and Deputy Fire Chief may be relieved of their duties by a four out of five vote by the Board, using discipline criteria determined by the Board.

SECTION 19: Section ~5.4 is rewritten:

The Deputy Fire Chief shall, in the absence of the Chief, perform all his duties and have the same powers according to rank. In the absence of the Chief and Deputy, the fireman in command of the company first on the ground with its apparatus shall take command of the Department and have the same authority as the Chief or his Deputy would have, until the arrival of the Chief or Deputy, or of a senior ranking officer.

Problems amongst members of the Board shall be dealt with within the Board, except those of a possible criminal, interdepartmental, or dismissal nature, which shall be addressed by Borough Council.

SECTION 20: Sections 5.5 A – 5.5 D replaces all wording as follows:

Any instances of “the First and Second Assistant” become “Deputy”.

SECTION 21: Effective Date: This Ordinance shall become effective immediately.

ENACTED AND ORDAINED as an Ordinance of the Borough of Northumberland, Northumberland County, PA this _____ day of _____, 2005.

BOROUGH OF NORTHUMBERLAND

SECRETARY

PRESIDENT

Approved this _____ day of _____, 2005.

MAYOR

