



Pennsylvania

**Department of Community
& Economic Development**

Fire Services Study

**City of DuBois and Sandy Township
Clearfield County, PA**

March 19, 2025
Third Ward Firehall, Truck Bay
301 First Street, DuBois, PA

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Recommendation 1 – Organizational Structure



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Fire Committee & Governance Summary

A fire committee will be appointed by the Joint Board, including two non-affiliated elected officials (one from each municipality), the two designated municipal Fire Chiefs, and department-nominated appointees from each of the nine departments.

To unify operations, the nine organizations will legally merge under a single Articles of Incorporation. New bylaws will be established, outlining officer qualifications and operational procedures, with term limits for officers removed.

All property and equipment from the Township of Sandy departments will be transferred to the City of DuBois to align assets across the newly merged department.



Recommendation 2 - Fire Stations

Stations to Remain Open:

145 Town Center Circle
250 S Brady Street

301 First Street
15 Forest Avenue

Stations to be Consolidated:

33 E Park Avenue and 1257 Chestnut Avenue → Merge into a new station at 1257 Chestnut (closing 33 E Park).
83 Guy Avenue and 12 S Main Street → Merge into a new substation between these locations (both to close).
418 S State → Close and relocate operations to 250 S Brady Street.

Main Station & Future Planning:

1257 Chestnut Avenue will serve as the central station, housing executive offices, training areas, and specialized equipment.

Future substations should include space for apparatus, restrooms, PPE storage, and bunk areas.

Facility improvements should incorporate modern safety features and accommodate both volunteer and potential future paid staffing.

Recommendation 2 - Fire Stations Continued



Long-Term Recommendations:

- After new stations are completed:
- Close 250 S Brady Street and relocate to 15 Forest Avenue with updated apparatus.
- Rebuild 145 Town Center Drive as a substation.
- Consider an additional substation in the northern area to serve Treasure Lake, based on volunteer availability and property options.

These changes aim to improve efficiency, safety, and response capabilities while modernizing facilities for long-term sustainability.



Recommendation 3 - Apparatus

Apparatus Summary & Recommendations

Currently, the nine fire stations house 24 fire apparatus (front line and reserve), including specialty units. Due to station realignment, apparatus will be reassigned, retired, and streamlined for efficiency.

Proposed Apparatus Assignments:

- 250 S Brady Station: Engine 75 (2023), Engine 74 (2017), Utility 75 (2022)
- New Substation: Brush 38 (2020), Engine 38 (2008), Engine 71 (2008)
- 145 Town Center Drive Station: Engine 39 (2020), Tanker 39 (2004), Quint 36 (2012), Utility 39 (2008)
- 301 First Street Station: Engine 75-2 (1996), Tanker 38 (1997)
- New Main Station (1257 Chestnut Street): Engine 37 (2017), Truck 72 (2004), Rescue 37 (2003), Tanker 37 (2001)
- 15 Forest Avenue Station: Engine 36 (2002), Tanker 36 (2002), Brush 36 (2003)

Recommendation 3 – Apparatus Continued

Apparatus to be Retired & Sold:

- Engine 73-2 (1990), Rescue 74 (1989), Engine 73 (2002), Engine 72 (1999), Engine 39 Tanker (1997)
- All retired units are over 20 years old and in fair condition.

Future Apparatus Considerations:

- Tanker Replacement:
 - The three remaining aging tankers should be replaced ASAP with smaller, more agile, single-axle commercial chassis units for cost savings and quicker delivery.
 - Purchasing all three simultaneously could allow for discounted pricing and fleet standardization.
- Utility Vehicles:

Each station should have at least one utility vehicle (pickup, SUV, or retired emergency vehicle) for personnel/equipment transport. Four stations already meet this requirement.

Recommendation 3 – Apparatus Continued

- **Fleet Reduction:**
 - When 250 S Brady closes, the two newest engines (Engine 74 & 75) will be reassigned to replace Engine 36 & Engine 75-2, which will then be sold.
 - This would reduce the fleet to 13 major apparatus & 5 utility vehicles.
- **Future Substation in the Northern District:**
 - An existing engine can be reassigned to this location if built.
- **Upcoming Priority Replacements:**
 - Truck 72 & Rescue 37 should be next for replacement.
 - Lead times for these units are 4-5 years, so planning/specifications should begin immediately.
- **Standardization for Future Engines:**
 - All new engine purchases should include water tanks with at least 750 gallons for improved operational capability.
- These changes aim to **modernize the fleet, reduce redundancy, and improve cost efficiency** while ensuring response readiness.

Recommendation 4 – Leadership and Command Officers



The current leadership model in the City and Township lacks a clear chain of command due to multiple Fire Chiefs at individual stations. A streamlined hierarchy is recommended for improved efficiency and coordination.

Proposed Command Structure:

- Fire Chief – Elected by membership, officially recognized by the municipality.
- Deputy Fire Chief – Also elected and recognized by the municipality.
- Three Assistant Chiefs – Appointed by the Fire Chief and Deputy Chief.
- Each Assistant Chief will oversee designated response districts and two stations for daily operations.
- They will also be responsible for training (both internal and external).
- Station-Level Officers:
- Each station will have one Captain and two Lieutenants, appointed by the five Fire Chiefs.
- Captains will manage vehicle and equipment maintenance for their respective stations.

This new structure aligns with Clearfield County 911's designation for DuBois/Sandy as Station 50 and provides a centralized command system.

Recommendation 4 – Leadership and Command Officers Continued



Additional Leadership Policies:

- Fire Chief and Deputy Fire Chief will be assigned vehicles for department use.
- A third vehicle, if available, will rotate among Assistant Chiefs as an "Officer on Duty" unit.
- Officer qualifications should be clearly defined, approved by membership, and shared with all personnel.
- Term limits should be abolished to allow leadership continuity and the time needed to implement long-term department goals.

This structure enhances command clarity, accountability, and operational efficiency across the newly consolidated fire department.



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