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The seven hundred fifteenth meeting of the Board of Fire Commissioners, District #2, Gloucester Township was held in the Chews Landing Fire Station on Wednesday, October 12, 2016 at 7:30 pm.

Commissioners present were: Evans, Reichert, Donahue and Ritz. Solicitor Carlamere and Administrator Robb were also present.

Motion by N. Rtiz, seconded by J. Reichert, to approve the minutes of the previous meeting.

Roll call vote: Evans–Yes; Reichert–Yes; Donahue-Yes; Ritz-Yes; Genzel-Absent.

Administrator’s Report:

Reviewed written report (attached)

Progress on the new FM Vehicle; has been painted, out having the cap and slide installed.

Chief’s Report:

Attended a few Fire Prevention details

Attended Blue Mass, L82 assisted with ladder arch

Training for Joint Duty Crews with 84 has been completed

Members attended the viewing for Life Lady Member Helen Tyler

Open House went well – good showing

Lt. Shannon and Lt. Christiansen stepped down from their Lieutenant positions

FF. T. Mitchell III has been promoted to Lieutenant to fill one of the vacancies

Two members were dropped from the roles

FF T. Mitchell Jr. received the 2016 Gloucester Township Volunteer Award for the Chews Landing FD

Department responded to a car fire – being investigated by Fire Marshal Young

House fire in 84’s local. A firefighter got something in his eye but did not require treatment.11 firefighters responded from 82, operation went well.

Reported dwelling fire in our local the other night, 5 to 7 firefighters responded.

Two new member applications are being processed.

Solicitor’s Report: No report

Group Report: “A” Treasurer; Building Maintenance; Park (K. Donahue)

Budget report looking good

Budget meetings to be scheduled

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Group Report “B” Fire Prevention, EMS (J. Reichert)

No report from Fire Marshal due to Fire Prevention obligations

Group Report “C” Apparatus and Equipment (R. Evans)

UL test on ladder to be performed in near future

New FM vehicle is being worked on

Apparatus and equipment budgets for 2017 being formulated

Brush 825 winch out of service – needs new cable

Group Report “D” Insurance; Hydrants; Radios; Uniforms (N. Ritz)

Helen Tyler Death Benefit claim is being handled by Administrator Robb, working on paperwork now.

Genzel - Group Report “E” Training; Office (given by R. Evans)

Board will be going into closed session to discuss personnel issues

Old Business:

Motion by K. Donahue, 2nd by J. Reichert to award the station concrete repairs to Cousin’s Concrete in the amount of $9,600.00.

Roll Call Vote: Evans-Yes; Reichert-Yes; Donahue-Yes; Ritz-Yes; Genzel-Absent

R. Evans reports on the Active Shooter Hostile Event (ASHE) program. Received information that the tactical vest kits cost between $1,000.00 and $1,100.00 per set. If we agree to purchase one set, the township will fund a second kit. Training is currently being organized.

Motion by J. Reichert, 2nd by N. Ritz to send a letter to the Gloucester Township Police Department agreeing to participate in the program and to purchase one kit. Letter to be sent by Administrator Robb.

Roll Call Vote: Evans-Yes; Reichert-Yes; Donahue-Yes; Ritz-Yes; Genzel-Absent

Motion by K. Donahue, 2nd by N. Ritz to pay the bills of the evening.

Roll Call Vote: Evans-Yes; Reichert-Yes; Donahue-Yes; Ritz-Yes; Genzel-Absent

Motion by K. Donahue, 2nd by N. Ritz to accept the receipts..

Roll Call Vote: Evans-Yes; Reichert-Yes; Donahue-Yes; Ritz-Yes; Genzel-Absent

An agreement has been reached with Local 3249 on the 2014-2016 Labor Agreement. The contract should be signed by all parties by Monday.

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Good of the District / Public:

N. Ritz thanked Captain Zawojski for his years of service to the district. R. Evans echoed his comments.

The commissioners also thanked FF T. Mitchell Jr. for his service and congratulated him on his award.

Motion at 8:27 pm by R. Evans, 2nd by N. Ritz to go into closed session to discuss personnel matters.

Roll Call Vote: Evans-Yes; Reichert-Yes; Donahue-Yes; Ritz-Yes; Genzel-Absent

Back in open session at 8:50 pm.

Discussed dates for budget meeting. Decide to meet on October 27, 2016 at 7:00 pm. Administrator Robb to advertise for the meeting.

This concluded the business of the evening. A motion to adjourn was made by N. Ritz and 2nd by K. Donahue and carried. The Board will reconvene for a regular meeting on Wednesday, November 9, 2016. The meeting adjourned at 9:01 pm.

Read and Approved: Chairman:

 Clerk:

TO: Board of Fire Commissioners

From: Bill Robb – Administrator

RE: October Meeting – 10/12/2016

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1. Equipment:
	1. The docking station for the duty car has been repaired and returned to service.
	2. There is a problem with the internet connection in E-821. FF Giambri is working with Wireless to diagnose and correct the problem.
	3. The winch on Brush 82 remains out of service. A new cable has been ordered.
2. Work progresses on the new FM 82 vehicle. Details can be found in FF Procopio’s report.
3. Start to Finish Contractors is currently working on the renovations to Captain Zawojski’s office.
4. On September 26th several FD representatives met with John Cantwell of Remington and Vernick Engineers to discuss our options for traffic control in front of the station. The engineers do not feel a no stopping traffic box is feasible due to the width of the station and the impact on the turning lane. The following alternative options were discussed (estimated costs provided by R&V):
	1. Give the FD control of the traffic light at the intersection (when activated, the light for southbound Somerdale Road traffic would turn green, all others would turn red), and the install an additional overhead traffic signal to stop southbound Somerdale Road traffic before the station. Estimated cost - **$109,150.00** ($85,000.00 for construction, $20,000 in engineering fees, and $4,150 for five remote controls). FD would be responsible for maintenance of the newly installed light.
	2. Install two flashing solar powered warning lights at either end of the property - **$33,650** ($24,000 for construction, $5,500 for engineering and $4,150 for efive remote controls).

After the meeting ended, chief Millisky contacted a vendor directly and received a quote under $5,000.00 for the purchase of two solar powered led warning signs with fob’s to activate the lights remotely. Additional costs would include the purchase of mounting poles, installation of the poles, and any permit fees.

1. Two quotes (attached) have been obtained for the sidewalk/driveway repair on the station property. One quote is from A.E. Germani Construction for $13,564.00, and the other is from Cousin’s Concrete for $9,600.00. Cousin’s Concrete is the vendor the township is using to repair the manholes on the Somerdale Road side of the property. Approximately 144’ of sidewalk and one driveway apron have been identified as in need of replacement.
2. We’ve also obtained two quotes (attached) for the repair of the brick wall in the Memorial Garden. Both recommend removal and replacement of the entire brick veneer wall, and the installation of a limestone top cap, which would prevent water from seeping down into the wall. Mangan Masonry provided a quote of $24,798.oo to replace the brick veneer wall, and an additional $13,567.00 if the backer wall needs to be replaced. A.E. Germani Construction Co. provided a quote of $18,747.00 to replace the brick veneer wall.
3. I’ve discussed the entry of run reports by the officers with Chief Millisky. He’s agreed to have the officers complete the reports on the computer in the Officer’s Room for now. The need for a computer in the engine room will be determined at a later date. I will work with Mike Hall, our Firehouse Software vendor, the obtain usernames and passwords for the Line Officers.
4. FF Procopio has ordered the new snow blower, as authorized at last month’s meeting. Laurel Lawnmower will hold the unit until the cold weather sets in.
5. The application period for the 2016 AFG grant opened yesterday. I’m requesting a motion from the board authorizing us to again serve as the host department for a Regional SCBA grant request, and agreeing to provide a 10% match for our portion of the grant. Participating with us will be the following fire districts: Gloucester Township 4, 5 and 6, Pine Hill, Lindenwold and Deptford. The additional departments will raise our population total to 123,000, and our grant cap from one million to two million dollars. This should ensure our grant match does not exceed 10%. I plan to present a formal resolution at next month’s meeting with our cost share and an agreement to enter into an MOU with the other departments.
6. There has been some recent discussion concerning the installation of cameras in our department vehicles that would capture vehicle operation and the crew. The cameras have become very affordable over the last several years and seem to be gaining in popularity. If we decide to install them, we need to decide whether to activate the audio capture feature. My recommendation is to capture video only. Chief Millisky and our insurance carrier support the installation. I’ve also discussed the issue with Keith Kemery. He’s not opposed to the installation, but has some concerns regarding access to the images for any matters that could result in discipline against a bargaining unit member. I’m confident his concerns can be addressed in the policy we write for the cameras, should we decide to install them.
7. We’ve received a check from the Township of Gloucester for $1,236.00 as reimbursement for three haz-mat physicals.
8. I’ve started the planning process for the 2017 budget, and have requested budget numbers from Chief Millisky and FF Procopio.