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The Board of Fire Commissioners, District #2, Gloucester Township, held a workshop meeting in the Chews Landing Fire Station on Tuesday, October 4, 2016 at 7:30 pm.

Commissioners present were: Genzel, Evans, Reichert and Ritz. Also present were Chief Millisky and Administrator Robb.

Chairman Genzel opened the meeting at 7:30 pm. Administrator Robb then discussed with the commissioners each of the items on the attached agenda.

Chief Millisky discussed the fire department’s role in the proposed Rescue Task Force for active shooter incidents. Under the plan, specially trained firefighters, outfitted with ballistic vests and helmets, will be utilized to rescue injured persons from shooting incident “warm zones,” under the protection of armed police officers. The cost of the vest and helmet is approximately $1,500.00. The township has agreed to purchase and provide one set of gear for each set purchased by the fire department.

Chairman Genzel mentioned that he’s held discussions with representatives of District 4 and District 6 regarding the Shared Services Proposal presented by IAFF Local 3249. The representatives feel the idea warrants further discussion, but feel it’s best to wait until after the first of the year given the budget preparations and other time demands. I noted that a letter was sent to Firefighter Reiss advising him of same.

Motion to adjourn by Commissioner Ritz, seconded by Commissioner Reichert at 8:47 pm. Motion carried.

Submitted by Administrator Robb.

Read and Approved: Chairman:

 Clerk:

TO: Board of Fire Commissioners

From: Bill Robb – Administrator

RE: October Workshop – 10/4/2016

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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 and the duty Car. 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. The roof has been painted, the lighting, cap and slide-out have been ordered.
3. The baseboard heating in Captain Zawojski’s office has been removed by Sterling Heating and A/C. Start to Finish Contractors is expected to start the work on the walls within the next week or so.
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. An alternative suggestion is to give the FD control of the traffic light at the intersection (when activated, the light for Somerdale Road would turn green, all others would turn red), and the installation of an additional overhead traffic signal to stop southbound Somerdale Road traffic before the station. Estimated cost is $85,000.00 ($70,000.00 for construction and $15,000.00 for engineering). We then discussed the cost to install two flashing solar powered warning lights at either end of the property. Mr. Cantwell felt that could be accomplished for under $40,000.00. After the meeting Chief Millisky contacted a vendor who provided a quote of less than $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.
5. I am moving forward with the hiring process for the SAFER funded position. At my request, the Civil Service Commission sent notices to the top six candidates on the firefighter list. Five of the six responded and have been scheduled to take the Physical Performance Test, scheduled for November. Once we’re advised of the names of the candidates who passed the test we can move forward with the process.
6. I’ve been advised by the Civil Service Commission that we can hire the replacement for Captain Zawojski from the same certified list, which will avoid us having to go through the process twice.
7. One quote for $9,600 has been obtained for the replacement of the crack and/or sunken sections of the concrete walkway around the perimeter of the station. Approximately 144’ of sidewalk and one driveway apron have been identified as in need of replacement. The Gloucester Township Public Works Department is responsible for the two manholes on the Somerdale Road side of the property. They will be hiring a contractor to reset the manholes and repair the surrounding concrete. The manhole on the Chews Landing Road side of the property is owned by the Camden County MUA. No repairs to that manhole are necessary. A second quote for the concrete repair is expected this week.
8. Two contractors have examined the brick garden wall. Both recommended removal of the existing bricks due to their condition and replacement with new bricks. A top cap of limestone would also be installed, which would prevent avoid water from seeping down into the wall. One submitted a quote for $25,000 if the backer wall is in good condition, $38,000 if the backer wall needs to be replaced. The second quote is expected this week.
9. 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.
10. 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.
11. The application period for the 2016 AFG grant open October 11th. I will present a Resolution at next week’s meeting authorizing us to 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%.
12. 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 resolved via the policy concerning the cameras, should we decide to install them.
13. We’ve received a check from the Township of Gloucester for $1,236.00 as reimbursement for three haz-mat physicals.
14. I’ve started the planning process for the 2017 budget, and have requested budget numbers from Chief Millisky and FF Procopio.