

The seven hundred eighth meeting of the Board of Fire Commissioners, District #2, Gloucester Township was held in the Chews Landing Fire Station on Wednesday, March 9, 2016 at 7:30 PM. The meeting was opened with the flag salute.

Commissioners present were: Donahue, Evans, Reichert, Genzel.
Solicitor Carlamere was present.

Kevin Donahue and Joseph Reichert were sworn into office for 3 year terms by Solicitor Carlamere.

2016 Reorganization:

Positions – Resolution by:

- J. Reichert seconded by K. Donahue to name George Genzel as Chairman.
- R. Evans seconded by J. Reichert to name K. Donahue as Secretary/Treasurer.
- J. Reichert seconded by K. Donahue to name R. Evans as Secondary Chair.

Roll call vote on above resolution:

Donahue-Yes; Evans-Yes; Reichert-Yes; Ritz-Absent; Genzel-Yes.

Departments –

- Kevin Donahue - Department "A"; Building Maintenance, Park.
- Joseph Reichert - Department "B"; Fire Prevention, EMS, Radios, Uniforms.
- Raymond Evans - Department "C"; Apparatus, Equipment, Insurance, Hydrants.
- George Genzel - Department "D"; Personnel, Training, Office.

Roll call vote on above resolution:

Donahue-Yes; Evans-Yes; Reichert-Yes; Ritz-Absent; Genzel-Yes.

Appointments –

- Kenneth Young as Fire Official.
- Michael Zawojski as Certifying Officer for NJ Pensions.
- Albert Adomanis, Nicholas Procopio, Nicholas Giambri, and William Weiserth as Fire Inspectors.
- David F. Carlamere, Esq. as Solicitor.
- Kathleen Small as CPA.
- Bowman & Company as Auditor.
- TD Bank for all banking.
- Courier-Post for legal advertising.
- Nottingham Insurance as broker.
- US Healthworks and Interstate Mobile as occupational health providers.

Roll call vote on above resolution:

Donahue-Yes; Evans-Yes; Reichert-Yes; Ritz-Absent; Genzel-Yes.

Resolution by J. Reichert seconded by R. Evans to hold regular meetings on the second Wednesday of each month at 7:30 PM, and workshop meetings on the first Tuesday of each month at 7:30 PM.

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

Regular Agenda

Motion by R. Evans seconded by J. Reichert to accept the minutes of the previous meeting as distributed.

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

Chief's Report:

Camaraderie seems to be picking up.

The apparatus is being taken care of better, Officers are monitoring.

Quite a few academy classes to be attended, some officers are in the process of taking required classes.

SOG's to be worked on and updated.

The duty crew SOG is done, training and work detail time during the crews being worked on.

Turnout gear will be inventoried.

Chief asked about the availability of the parking lot after the project is over – should be fine within a few days of completion.

Everyone that uses the lot will be notified of the project and the dates that it will not be available for use.

The Camden County Fireman's Assoc. will hold their meeting here on March 30th.

Chief asked the Board if any paperwork needed to be done for his Chief's authority. This was discussed and all that should be done is an SOG to supersede all old SOG's/Orders.

Next Officer's meeting is March 14th.

The training schedule is almost completed.

A CPR course will be scheduled through Virtua. There will be no cost and handled by Mike Martin.

Highway box paperwork will be filled out.

A truck check is being done after a truck is used by the volunteers.

Chief reported that he will be away on vacation from March 19th through March 26th.

A new training sheet from NJ Division of Fire Safety will be used for in-house training. It is used at the academy.

K. Donahue asked the Chief if seat belts are being used on the apparatus. Chief stated that they seem to be when he rides a truck. This will be discussed at the next officers meeting.

Solicitor's Report:

D. Carlamere thanked the Board for his reappointment.

Administrator's Report:

Reviewed written report. (Attached)

The FDIC conference will be attended by Bill Robb and Jay Johnson.

Group Report: "A" Treasurer; Building Maintenance; Park
Budget report was reviewed.

Group Report: "C" Apparatus, Equipment, Insurance, and Hydrants

Ladder 82 alternator belts will be replaced. They were changed temporarily. N. Procopio did a great job finding replacement belts. W. Robb said that N. Procopio works tirelessly to keep apparatus in service.

Light repaired on Rescue 82.

Miscellaneous small repairs completed.

N. Procopio has also been working on the exhaust fan in the ladies room.

Group Report: "B" Fire Prevention, EMS, Radios, and Uniforms

Fire Prevention report for February was reviewed.

A letter was received from the State re: multi-family inspections. The situation is that when District 3 decided to go with the State to do their inspections, the State policy is to take over Township wide. Fire Official Young and Pete Urso from District 4 are going to Trenton to meet with Lou Kilmer from the Division of Fire Safety and the Housing Department to discuss the matter. They will discuss the loss of revenue for the Fire Districts, and will try to keep common areas to remain inspected by the local departments. This change would eliminate LaCascata for us and would cost approximately \$10,000 - \$12,000 in revenue. The Housing Department ultimately has jurisdiction over this matter.

K. Young is at the Arson Seminar in Atlantic City this week.

There was an investigation for an O2 user who ignited their O2 and was injured.

J. Reichert stated that K. Young would like his new vehicle to be maneuverable, he prefers a 4 door, short bed with a cap, and 4 wheel drive. The type of vehicle to be purchased will be finalized soon.

Group Report: "D" Personnel; Training; Office

Closed session will be held tonight to discuss personnel matters.

New Business:

Motion by K. Donahue seconded by R. Evans to pay the bills of the evening.

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

Motion by K. Donahue seconded by J. Reichert to accept the receipts.

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

Motion by K. Donahue seconded by R. Evans to accept VJ Landcaping's quote for park maintenance for 2016.

Roll call vote:

Donahue-Yes; Evans-Yes; Reichert-Yes; Ritz-Absent; Genzel-Yes.

Resolution by R. Evans seconded by J. Reichert to purchase 6 sets of turnout gear from MES on State contract. The purchase is budgeted and the cost is \$14,388.

Roll call vote on above resolution:

Donahue-Yes; Evans-Yes; Reichert-Yes; Ritz-Absent; Genzel-Yes.

Resolution by R. Evans seconded by J. Reichert to purchase 1 MSA Altair 5X meter for \$2,555.

Roll call vote on above resolution:

Donahue-Yes; Evans-Yes; Reichert-Yes; Ritz-Absent; Genzel-Yes.

Resolution by R. Evans seconded by J. Reichert to remove items from inventory as per the attached list. 20 pieces of turnout gear, dating back to 2004.

Roll call vote on above resolution:

Donahue-Yes; Evans-Yes; Reichert-Yes; Ritz-Absent; Genzel-Yes.

Motion by R. Evans seconded by J. Reichert to adopt the Fire District Administrative Policy for PPE as presented.

Roll call vote:

Donahue-Yes; Evans-Yes; Reichert-Yes; Ritz-Absent; Genzel-Yes.

Good of the District / Public:

R. Evans thanked Chief Millisky for his efforts so far. There appears to have been good cooperation between the Chief, volunteers, and career staff since his appointment.

K. Donahue will miss the April meeting.

R. Evans thanked Bill Robb for his work on grants.

Motion by G. Genzel seconded by J. Reichert to go into closed session to discuss personnel.

Motion carried at 8:35 PM.

Closed session adjourned at 8:55 PM.

Discussion re: formation of a truck committee mainly for planning purposes.

Motion by R. Evans seconded by J. Reichert to start a truck committee for 10 year plan.

To consist of:

Apparatus Commissioner

Comm. Reichert

Chief Millisky

Admin. Robb

FF Procopio

Roll call vote on above resolution:

Donahue-Yes; Evans-Yes; Reichert-Yes; Ritz-Absent; Genzel-Yes.

This concluded the business of the evening. A motion to adjourn was made by J. Reichert seconded by R. Evans and carried. To reconvene for a regular meeting on Wednesday, April 13, 2016 at 7:30 PM. The meeting adjourned at 9:03 PM.

Read and Approved:

Chairman:

Clerk: