

The seven hundred and forty seventh meeting of the Board of Fire Commissioners, District #2, Gloucester Township was held in the Chews Landing Fire Station on Wednesday, October 9, 2019 at 7:44pm

Commissioners present were: Genzel, Reichert, Evans, Donahue and Grady. Also in attendance were Solicitor Dave Carlamere, Administrator Robb and Chief Millisky.

Prior to the start of the meeting Solicitor David Carlamere issued the Oath of Office to newly appointed Career Captains Al Adomanis and Kenny Young.

Chairman Genzel opened the meeting at 7:44 pm with the flag salute and acknowledgement of the meeting being held in accordance with the Open Public Meeting Act.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

Chief's Report: Chief Millisky reported that the area Fire Prevention events are going well with fire department members attending various other departments open houses as well as GTFD #4 Annual Pumpkin Fest. The Chief also reported that FF Jeff Gant has been nominated for the Gloucester Township Citizens Award.

Administrator's Report: Administrator Robb discussed the various topics outlined on the attached meeting agenda

Solicitor's Report: None

Group Report: "A" Building Maintenance, Park (K. Donahue) Comm. Donahue reported that we need to schedule our budget workshops/meetings to start formulating the 2020 Annual Budget. Meetings will be held on Tuesday, October 22 and October 29 in the commission office at 7:00pm

Group Report: "B" Fire Prevention, EMS (J. Reichert) Comm. Reichert thanked FO Young and FF Giambri along with all the men for helping out with the Fire Prevention Open House.

Group Report: "C" Apparatus & Equipment (R. Evans) Comm. Evans reviewed the monthly report provided by FF N. Procopio detailing the numerous repairs and maintenance of the building and apparatus throughout the month. Comm. Evans noted that during the annual hose testing we lost 4 lengths of hose and new hose will be ordered as replacement, annual pump testing will be coming up and all parts are in for repairs to the Rescue-repairs will take 8-10 weeks.

Group Report: "D" Insurance, Hydrants, Radios & Uniforms (L. Grady) Comm. Grady reported that in reviewing the Aqua New Jersey fire hydrant rental bill it was noticed that each hydrant has increased in price by \$7.00. There was some discussion regarding district hydrants and the responsibility of either the township or property owners in making sure that the surrounding areas of the hydrant are clear of snow and shrubs in order to maintain accessibility by the fire department.

Group Report: "E" Training, Personnel, Office (G. Genzel) None

New Business: A motion was made by Donahue and 2nd by Reichert to approve the bills presented for payment this evening in the amount of \$82,822.53.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

A motion was made by Donahue and 2nd by Evans to accept the receipts presented this evening in the amount of \$1501.00.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

A motion was made by Evans and 2nd by Reichert to formally acknowledge the Board's decision to provisionally appoint Career FF Albert Adomanis and Career Fire Official Kenneth Young to the position of Fire Captain effective this date. The appointments will be made permanent upon the approval of the NJ State Civil Service Commission.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

A motion was made by Donahue and 2nd by Reichert to adopt a resolution acknowledging the receipt and review of the 2018 audit.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

A motion was made by Reichert and 2nd by Donahue to accept the application of Christopher Howe of Somerdale NJ as a Junior Fire Fighter.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

Old Business: None

Good of the District: Chief Millisky opened a discussion regarding the LED sign and also welcomed Junior FF Ally Vincent.

There being no other business a motion was made by Reichert and 2nd by Grady to adjourn at 9:06pm. All in favor, motion carried.

Read and approved:

Chairman: Serge A. Genzel

Submitted:

Clerk: Marionie C. Eds

Date: 11/13/19.

TO: Board of Fire Commissioners

From: Bill Robb – Administrator

RE: October Meeting – 10/8/2019

1. Engine 88 updates:

- a. As discussed at last week's Special Meeting, District 4 did not receive the FEMA apparatus grant they applied for. Additional information has been obtained regarding the possibility of leasing an apparatus, with the costs shared evenly by both districts. The local Pierce sales representative provided figures from a December 2018 lease they handled. The lease was for seven years on a \$708,000 apparatus, with seven (7) payments of \$92,163, totaling \$645,000. The first payment is due one year after signing the lease. Lease terms vary from five to ten years, with the sales representative recommending a seven to eight year term. This appears to be a viable option for the Engine 88 apparatus. If agreed, one district would handle the lease, insurance, etc., with the other district agreeing to provide 50% of the funds. The first payment would likely not be due until sometime in 2021. I've reached out for a contact in Local Government Services to determine the legal requirements for a walk-away lease.
 - b. I've notified District 4 of the Board's agreement to only utilize the inward facing camera and audio capture of the Chief and Duty vehicles, with only an outward facing camera on the other apparatus, including Engine 88. I've received some feedback on the policy, and hope to have an updated version for review in the near future.
3. The Captain Salaries Memorandum of Agreement to the 2018-2020 Agreement between the Board and Local 3249, approved by Motion at last week's Special Meeting, has been signed and/or initialed by all representatives. I've forwarded to District 4 the updated 2020 C Platoon Supervision cost share so they can budget the necessary funds.
 4. **Request a Motion to formally acknowledge the Board's decision to provisionally appoint Career Firefighter Albert Adomanis and Career Fire Marshal Kenneth Young to the position of Fire Captain, effective this date.** The appointments will be made permanent upon approval of the New Jersey Civil Service Commission.
 2. The Apparatus Fueling Policy approved by the Board last month was implemented late last week.
 3. The Notice to Bidders for the FEMA funded station exhaust system was advertised this week, with bids due to be opened on Tuesday, November 5, 2019 at 10:00 am. The notice and bid specifications were reviewed and approved by Solicitor Carlamere.
 4. Approval has been received from the Division of Local Government Services for the 2019 budget amendment to reflect the Funding from the FEMA station exhaust system grant.
 5. The final 2018 Audit has been received from Bowman and Company and shared with all members of the Board. **Request the Board adopt the attached Resolution acknowledging that the audit was received and reviewed.** Also attached is the Corrective Action Plan to address the audit finding. Board members are also required to sign Audit Review Certificate.
 6. District 6 and Pine Hill have passed the Joint Duty Crew Resolution, and Districts 3, 4 and 5 are supposed to adopt it this month.
 7. Drafting of the letters to the Chairmen of Gloucester Township Fire Districts 1 and 3 to formally request financial assistance to hire two additional firefighters for the Engine 88 platoons is still pending.
 8. Per the discussion at last week's workshop, I notified Patrick Coburn of DLGS that our district does not plan to move forward with merger discussions at this time.

9. A Junior Firefighter application has been received from Christopher Howe of Somerdale, New Jersey.
Request a Motion to approve his acceptance as a Junior Firefighter.
10. I am pleased to announce that Firefighter Lindell passed the Fire Inspector Examination and has been certified as a Fire Inspector by the Division of Fire Safety.
11. As required by the collective bargaining agreement, Captain Adomanis has provided written notification of his eligibility to retire on or after August 1, 2020.
12. Invoices totaling \$8,274.32 were forwarded to District 4 today for reimbursement of 3rd quarter 2019 costs for the Engine 88 program. The breakdown of costs are as follows:
 - a. Fuel - \$1,018.40
 - b. Substitutes – 0
 - c. Career Staff Overtime - \$914.46
 - d. C Platoon Supervision - \$744.00
 - e. Maintenance - \$2,155.26
 - f. E88 Depreciation - \$3,442.20