

The seven hundred and fifty sixth meeting of the Board of Fire Commissioners, District #2, Gloucester Township was held in the Chews Landing Fire Station Banquet Hall on Wednesday, August 12, 2020. All attendees were required to wear masks, and social distancing was maintained per Covid-19 requirements.

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

Chairman Genzel opened the meeting at 7:30 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 provided updates on the latest topics discussed at the officer's meeting, updated boxes and SOG's. The chief also commented that regarding Station 83 he is not aware of any changes pertaining to our station.

Administrator's Report: Administrator Robb reviewed the attached agenda adding the amended buy back quote from Dell after paying shipping and advising that we have 22 people attending the training session scheduled for Monday, August 17th and Monday August 31st.

Solicitor's Report: None

Group Report: "A" Building Maintenance, Park (K. Donahue) Comm. Donahue requested that preparation begin for the annual end of year purchases and budget requirements in order to be ready for the October workshop.

Group Report: "B" Fire Prevention, EMS (J. Reichert) Comm. Reichert advised that the annual Fire Prevention Open House has been cancelled due to COVID19. FO Young is still looking into how to proceed with the school programs and student give aways. Comm. Reichert also advised that Business Inspections have resumed and that residential inspections are still being accomplished through Self Certification Affidavits.

Group Report: "C" Apparatus & Equipment (R. Evans) Comm. Evans reviewed the monthly truck and building maintenance report submitted by FF Procopio outlining the routine maintenance of the apparatus/building and issues with the A/C on R82, outriggers on TL824, generator on E88 and the dash parking brake light on E821.

Group Report: "D" Insurance, Hydrants, Radios & Uniforms (L. Grady) Comm. Grady reported that the payment to NJ American Water this month is double due to the fact that last month's bills were not received in time to be paid at last months meeting.

Group Report: "E" Training, Personnel, Office (G. Genzel) Chairman Genzel advised that his topics will be handled in closed session regarding personnel.

New Business: A motion was made by Donahue and 2nd by Evans to approve the bills presented for payment this evening in the amount of \$74,030.34

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

A motion was made by Donahue and 2nd by Reichert to accept the receipts presented this evening in the amount of \$12,432.67.

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

A motion was made by Grady and 2nd by Reichert to accept the proposed Apparatus Camera Policy.

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

A motion was made by Evans and 2nd by Reichert to approve donation of the old computers and server to the Dell Buy Back Program with the Board covering the cost of shipping and realizing a profit of \$184.00.

The Board agreed to delay a motion regarding the plans for E822 after the new E88 is delivered and placed in service.

Old Business: Regarding the future of E822- Commissioner Reichert advised that he would like some input from the fire department members before a decision is made and asked Chief Millisky if the members had made any comments. Chief Millisky stated that he has not heard any complaints regarding using E822 as a reserve apparatus. The topic of engaging Richard Braslow, Esq. regarding legal position of GTFD #1 and GTFD #3 has been tabled.

Good of the District: There was much discussion from FF Mitchell and Trustee DiGuglielmo regarding the future of E822 and their objections to our apparatus being house at another district even though it is there for our use when needed and space is questionable at our station. Comm. Grady commented that everyone needs to stop talking "theirs and ours" and start working together as we are part of a shared services agreement.

Asst. Chief Scott called in to the meeting to express his appreciation for the Boards updating of the LOSAP program to benefit the firefighters.

Comm. Reichert thanked Administrator Robb and the Board members for getting the apparatus cameras accomplished noting that this was a goal of his for quite some time.

A motion was made by Genzel and 2nd by Reichert to go into closed session to discuss contract matters at 8:35pm.

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

A motion was made by Reichert and 2nd by Evans to go back in session at 8:58pm.

Comm. Donahue questioned the future plans of the boat. Some members were not in favor of keeping it. The Chief will be asked to make a presentation at next workshop on plans for boat.

There being no other business a motion was made by Grady and 2nd by Evans to adjourn at 9:05pm. All in favor, motion carried.

Read and approved: Chairman: *Serge H. Genzel*

Submitted: Clerk: *Marion E Robb*

Date: *Sept 9, 2020*

TO: Board of Fire Commissioners

From: Bill Robb – Administrator

RE: August Meeting – 8/12/2020

1. Shared Service Program:

- a. The new E88 has been ordered. Projected delivery date is May of 2021.
- b. In furtherance of our discussion last week regarding the future plans for E822 after the new engine is received, I've attached a report with information for the Board to consider. With a planned May of 2021 delivery date for the new engine and budget planning season approaching, a short-term decision on this matter is recommended. **Hopefully a Motion can be introduced tonight in support of whatever plan the Board decides on.**
- c. I've been asked by District 4 representatives to ask if District 2 is willing to terminate the monthly E88 Depreciation Fee, given that delivery of the jointly owned replacement engine is expected next May. If District 2 agrees, District 4 plans to place the funds in an account earmarked for equipment for the new engine.
- d. As approved at last month's meeting, letters were e-mailed and forwarded via US Mail to Fire Districts 1 and 3, as a follow-up to the letters sent last October. No response has been received to date. As noted during the workshop, District 4 is also planning to send letters to Districts 1 and 3, and their representatives have requested to be involved in any future contact with the districts in the interest of presenting a united front.
 - i. District 4 has also asked if District 2 is interested in engaging the services of Rich Braslow to explore options regarding District 1 and District 3's participation in our Shared Services Agreement.
- e. The topic of consolidation was discussed at the Joint Ops Meeting last week. It was noted that Fire District 6 expressed interest in meeting with other districts to discuss the topic, but District 2 rejected the offer last fall. As a result of the discussion, it was decided that Districts 2 and 4 would each be asked to approve the appointment of two commissioners to form a committee to formally explore merger options. **Request a Motion from the Board stating their position on this matter.**

2. As discussed at last week's workshop, Dell has a buyback program for used computers, and has offered \$352.00 payment in exchange for six (6) desktop computers and one (1) server. I was just notified today that there is a charge for shipping, although the exact amount is not known. Assuming the shipping cost will not exceed the buy-back value, I'd still like to move forward with the trade. All are older units which have been replaced with new units. Dell also removes all personal information from the computers. **Request a Motion authorizing the trade.**

3. Policies:

- a. All members have acknowledged receipt of the Policy Prohibiting Discrimination in the Workplace. In-person training for department supervisors, including commissioners, has been scheduled for August 17th and August 31st (one-night sessions on separate dates). The training will be presented by Bob Hill.
- b. The Board members have been provided with a draft version of a Social Media Policy. The policy has also been shared with the Social Media Committee and department members for input and comment. I'm hoping to have a final draft for presentation to the Board at the September meeting. Once the policy is adopted, we'll need to discuss training for department members.

- c. The dash cameras were installed in E82 and 8200 by Wireless Communications on July 10th. Attached is a copy of the proposed Apparatus Camera Policy, which has been shared with and reviewed by the Commissioners, Line Officers and department members. With the exception of last night's e-mail from A/C Scott, which was shared with the Board members earlier today, all objections and concerns have been addressed. **Request a Motion to formally adopt the policy.** If passed, I will work on having the cameras programmed and activated.
 - d. As approved by the Board, Chief Millisky and I are participating in a 16.5-hour policy writing webinar hosted by Attorney Curt Varone. The last day of the three-day webinar is tomorrow.
4. As approved by the Board, the \$725,000 Restricted Fund Balance has been deposited in a TD Bank Money Market account, which offers a significantly higher interest rate than the general account. Thanks to Marianne for handling the logistics regarding the transfer.

Closed Session:

- 1. Contract Negotiations
- 2. Labor Attorney