

The seven hundred and sixty second meeting of the Board of Fire Commissioners, District #2, Gloucester Township was held in the Chews Landing Fire Station on Wednesday, January 13, 2021

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 one firefighter attending FF1 class and the upcoming officers meeting as well as a scheduled meeting between himself, Chief Cipriano of GTFD #4 and Chief Dolgos of Washington Twp. The Chief also advised that he has emailed AMR regarding the abundance of EMS assist calls the department is responding to noting that Chief Dukes of Pine Hill is experiencing the same issue with AMR.

Administrator's Report: Admin Robb reviewed the attached agenda adding that we would like to look into a District Credit card with limited purchase threshold and stringent control of authorized users. This is to avoid employees having to use personal credit cards and getting reimbursed for online purchases and services. The Board discussed looking into a "P" Card for this purpose.

Solicitor's Report: None

Group Report: "A" Building Maintenance, Park (K. Donahue) none

Group Report: "B" Fire Prevention, EMS (J. Reichert) None. Comm. Evans reported that a court date has been scheduled for one of our local businesses for ongoing fire prevention issues.

Group Report: "C" Apparatus & Equipment (R. Evans) Comm. Evans reported that all is good and testing is complete. There are still a few items waiting to be installed.

Group Report: "D" Insurance, Hydrants, Radios & Uniforms (L. Grady) None

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

Old Business: None

New Business: A motion was made by Donahue and 2<sup>nd</sup> by Reichert to approve the bills presented for payment this evening in the amount \$72,767.59.

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

A motion was made by Donahue and 2<sup>nd</sup> by Evans to accept the receipts presented this evening in the amount of \$35,883.61 noting that a large portion of that is a FEMA Grant Reimbursement.

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

The Board opened the floor to the public hearing for adoption of the budget. There were no public in attendance.

A Resolution was made by Donahue and 2<sup>nd</sup> by Evans (21-01) to adopt a temporary budget equivalent to 30% of last year's budget; in the amount of \$651,618.30.

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

A Resolution was made by Donahue and 2<sup>nd</sup> by Reichert attesting that all statutory procedures were followed in adoption of the budget.

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

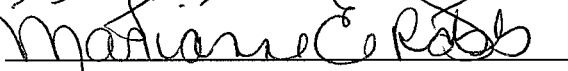
Good of the District: Comm. Evans thanked Chief Millisky for his ongoing cooperation noting that so far 22 of our members have received the COVID vaccine. Comm. Reichert thanked everyone for their part in preparation of the budget.

There being no other business a motion was made by Evans and 2<sup>nd</sup> by Grady to adjourn at 8:01pm. All in favor, motion carried.

Read and approved:

Chairman: 

Submitted:

Clerk: 

Date: FEB 10 2021

TO: Board of Fire Commissioners

From: Bill Robb – Administrator

RE: January Meeting – 1/13/2021

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1. Shared Service Program:
  - a. Chairman Genzel was recently contacted by District 3 Commissioner Jowett regarding scheduling a meeting to discuss their participation in the E88 Shared Services Program. I will be happy to assist with scheduling the meeting pending the results of the aforementioned conversation.
  - b. The Joint Ops Committee last met on December 3, 2020 and the After-Action report has been shared with the Commissioners and fire company members. The next meeting is scheduled for Thursday, January 21, 2021 at 7:00 pm at Station 84.
2. With the Board's permission I will contact Gloucester Township Business Administrator Tom Cardis to determine if any documents are planned to formalize their agreement for the future storage of E822 at their building on Stetser Avenue.
3. New Fire Equipment:
  - a. Delivery is pending for the SCBA cylinders and fire hose. All other recently ordered equipment has been received and most has been placed in service. Thanks to Ff Procopio for his efforts in mounting the new equipment.
4. Delivery of the five (5) Class A Uniforms ordered last month is expected soon. All other uniform items have been received and issued.
5. The new laptop for the fire prevention bureau has been received and placed in service. Thanks for Nick G for his assistance with programming the unit.
6. The Bipolar Ionization Systems approved for purchase last month were installed in three of the buildings HVAC air handlers on 12/31/2020. Installation of the devices in the remaining four units is being funded by the fire company and is still pending.
7. The five (5) Unication G5 Dual Band voice pagers are now in service.
8. Policies:
  - a. The Social Media and Digital Imaging Policies took effect on January 1<sup>st</sup>, and all but a few department members have been trained. Digital cameras have been placed in E82, TL 82, R82 and the Battalion car, and the Chief's car already had a functional digital camera. The E88 camera is pending adoption of the policy by District 4, which is expected soon.
9. A significant number of bricks on the memorial garden wall have taken on a white, chalky appearance. I will work with FF Procopio to explore our options for repair of the issue and the approximate cost.
10. The fire station mansard replacement project and painting of the shop mansard is still pending.
11. 2021 Budget and Election:
  - a. On December 21, 2020 Governor Murphy issued Executive Order 211, which directed the postponement of all 2021 fire district elections normally held in February to Tuesday, April 20, 2021. The Executive Order also increased the authorized temporary budget amount from 14% to 30% of the previous year's budget and adjusted the due date for commission candidate petitions in accordance with the new election date. Petitions are now due no later than March 23, 2021 (at least 28 days before election).
  - b. Our approved budget was forwarded to Local Government Services for review on December 11, 2020, and approval to proceed with the public hearing and adoption was received late yesterday afternoon. **Attached for adoption are two Resolutions; 21-001 for adoption of the temporary budget (30% of 2020 budget = \$651,618.30) and 21-002 certifying that the budget was adopted in accordance with statutory requirements.**

12. Approximately 20 department members are in the process of or have already received their first Covid-19 vaccine dose. Hopefully the vaccine is successful in alleviating the pandemic imposed restrictions and anxiety of the last 10+ months. Given the recent increase in Covid-related costs, I plan to work with OEM Coordinator Evans to explore available government funding to assist with the costs.
13. Invoices were forwarded today to Fire District #4 for reimbursement of 4<sup>th</sup> quarter 2020 shared services costs totaling \$10,579.58, per the following breakdown:
  - a. Fuel - \$550.81
  - b. Career Staff Overtime - \$1,392.37
  - c. C Platoon Supervision - \$1,955.37
  - d. Maintenance - \$3,081.03
  - e. E822 Depreciation - \$3,600.00
14. A copy of the 2020 Overtime and Substitute Report has been provided to all Commissioners.
15. Representatives of Fire District #3 recently signed the Joint Duty Crew Agreement that Gloucester Township Fire Districts 2, 4, 5 and 6, and Pine Hill Fire District #1 signed in November of 2019. The delay resulted from an opinion by the District 3 Solicitor that the agreement cited an incorrect statute number (NJSA. 40A:8A-1 vs NJSA. 40A:65-1). A copy of the agreement signed by Fire District 3 representatives was e-mailed to me last week by Blenheim Fire Company Chief Zoccali, with the updated statute number on page 1. All other language remained the same. Solicitor Carlamere has advised that it would be appropriate to accept the document. If the Board agrees I will notify Chief Millisky that volunteer firefighters from our department may participate in duty crews hosted by the Blenheim Fire Company, at his discretion.