

The Board of Fire Commissioners, District #2, Gloucester Township, held a Special Meeting in the Chews Landing Fire Station on Tuesday, June 1, 2021 at 7:30 pm.

Chairman Genzel opened the meeting at 7:32 pm with the flag salute and acknowledgement of the meeting being held in accordance with the Open Public Meeting Act.

Roll Call: Genzel – Present Evans – Present Reichert – Present Donahue – Present Grady – Present

Also present was Administrator Robb and Chief Millisky.

The Commissioners discussed the topics listed on the attached agenda prepared by Administrator Robb.

Motion by Evans, 2nd by Donahue to go into Closed Session at 9:00 pm to discuss personnel issues.

Roll Call: Genzel – Yes Evans – Yes Reichert – Yes Donahue – Yes Grady – Yes

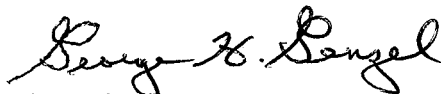
Motion by Grady, 2nd by Reichert to end the Closed Session at 10:24 pm

Roll Call: Genzel – Yes Evans – Yes Reichert – Yes Donahue – Yes Grady – Yes


Personnel issues discussed in closed session remain pending.

Motion by Evans, 2nd by Donahue to Adjourn at 10:25 pm. Motion Carried

Submitted by Administrator Robb.



Read and Approved: Chairman:



TO: Board of Fire Commissioners

From: Bill Robb – Administrator

RE: June Special Meeting – 6/1/2021

1. Shared Service Program:

- a. Drafting of the letter to Fire District #3 outlining the position of Fire Districts 2 and 4 regarding possible participation in our 24-hour staffing shared services program is still pending.
 - b. The Joint Operations Committee met at our station on May 27th at 7:00 pm. A lengthy topic of discussion was the timing of the Squad 88 hose, nozzle and appliance order as no information has been received from FEMA regarding District 4's FEMA grant application. At the conclusion of the discussion the group unanimously agreed to proceed with the order for the 1.75" and 1" hose, along with the nozzles and fittings. The primary justification for the purchase is an anticipated price increase for the nozzles and fittings, and the fact that we do not have any spare cloth 1.75" hose with screw couplings to place on the new rig. The departments collectively have enough spare 2.5", 3" and 5" hose to equip the rig prior to the purchase of the new hose. I will ask Bill Bates to provide a revised state contract quote listing only the items noted above and present same to the Board next week for requested approval.
 - c. The factory of the new Squad 88 went well. A few minor items needing correction were noted. All of the corrections were completed as of Saturday and truck was released to the Pierce transportation group. Delivery to our location is expected in a couple of weeks. Updates will be forwarded as they are received.
 - i. The committee also expressed interest in the hosting of an informal housing celebration, the cost of which would be shared by Districts 2 and 4. It was felt that it would be best to schedule the housing after the truck is lettered and the equipment mounted. We need to know if the Board is interested and an approximate budget.
 - d. Responses to the Civil Service Firefighter's list have been received and will be discussed in Closed Session. The list is valid until November 5th of this year.
2. I've provided the Board with separate documents outlining the anticipated financial impact of the possible retirements of Captains Adomanis and Young, and the potential cost of a replacement Tower Ladder. The intent of the information provided is to assist the Board with short term apparatus and personnel decisions. Any decisions made regarding the apparatus plan and available funds will be forwarded to the recently formed Truck Committee.
3. As approved at last month's meeting, the Fit Test machine was shipped to the manufacturer for annual calibration. I received an e-mail noting the calibration was complete, and return of the machine is expected soon.
4. As approved at last month's meeting, a uniform order in the amount of \$2,117.00 was placed with Action Uniform of Pleasantville, New Jersey.
5. Drafting of a proposed Memorandum of Agreement between Fire Districts 2, 4 and 6 to authorize the sharing of Career firefighters if needed to fill staffing voids on Engine 88 is still pending.
6. As the Board is aware, a Resolution was adopted in 2020 to increase the annual LOSAP contributions based on a cumulative five-year (2014-2019) Consumer Product Index increase of 5.39%. I recently realized that I failed to include in the Resolution authorization to make the necessary changes to the LOSAP Plan to reflect the increased contributions. I plan to request a Motion at next week's meeting to authorize the language change so the plan language accurately reflects the increased contributions.

7. Chief Millisky and I were recently notified by Solicitor Carlamere that we are required to file the same Financial Disclosure forms that the Commissioners are required to submit each year. We have both complied with the requirement. The Commissioners are reminded that the filing deadline was May 31st.
8. On May 15, 2021 Engine 82 made contact with Bay Door #3 while backing into the station. The reason why the door started closing while the truck was entering the station is unknown. Apparatus Mechanic / UFD Procopio was unable to replicate a reported problem involving the opening and closing of doors 3 and 4. Damage to the apparatus was confined to the rear spotlight and rotator. The bottom panel for Door 3 was also damaged and needs to be replaced. An estimate of \$2,280.00 for repair of the door has been received from Arthur Door Company. As authorized by Commissioner Grady a claim was filed with VFIS Insurance Company. The claim has already been settled and a check in the amount of \$1,780.00 has been received (\$500.00 deductible). Apparatus Mechanic / UFD Procopio will notify Arthur Door to proceed with the repair. The claims adjuster has been advised that we may be filing a supplemental claim for the cost of the damaged spotlight and rotator (estimated cost of \$300.00).
9. As reported by Marianne, our election cost has once again exceeded our budgeted amount of \$2,000.00. The fee for one teller was \$175.00, the County Election fees were \$626.00 and the absentee ballot printing fee was \$2,805.00. In the past two years the printing vendor (Color Source) has allowed us to pay only what's left in our budget but this year he's only allowing a 10% discount (\$280.05). This will leave us over budget by \$1,301.00.
10. We are once again required to engage the services of an actuary to determine the value of the dental insurance provided to our active and retired employees. The report, known as a GASB-75, is a bi-annual requirement imposed by the state for our annual audit. Summit Benefit Consultants, LLC of Moorestown, NJ has provided a quote of \$1,500.00 to perform the actuarial valuation. This is the same amount we paid in 2019. Given the time-sensitive nature of the audit Commissioner Donahue approved the quote. I will present a Motion at next week's meeting to formalize the decision.
11. Mooney painting is currently painting the shop mansard to match the new mansard on the fire station. The quote for \$3,085.00 was approved in 2020 and the funds were encumbered from last year's budget.