

The seven hundred and sixty eighth meeting of the Board of Fire Commissioners, District #2, Gloucester Township was held in the Chews Landing Fire Station on Wednesday, July 14, 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 7:00 pm with the flag salute and acknowledgement of the meeting being held in accordance with the Open Public Meeting Act.

Motion by Evans, 2nd by Reichert to go into Closed Session for personnel matters at 7:06 pm.

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

During Closed Session, the commissioners interviewed Career Firefighter candidate Daniel Foley. Also participating in the interview were Commissioner J. Vannoni and Captain Frank Reiss of Gloucester Township Fire District #4.

A motion was made by Evans and 2nd by Reichert to end the Closed Session at 7:40 pm.

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

A motion was made by Evans and 2nd by Reichert to accept the minutes of the previous meeting.

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

Chief's Report: Chief Millisky reported that we continue to hold extra duty crews. There is no new information on the Maple Avenue homes for drilling. There is a pump class scheduled and the sign-up sheet is posted. We have 4-5 members in driver training and Squad 88 training. Station 84 is holding a forcible entry drill and there is HazMat training scheduled as well. Comm. Grady questioned if there is going to be any after action discussions regarding the recent fire at the Howard Johnson Motor Lodge. Chief Millisky responded that nothing is planned at this time.

Administrator's Report: Admin. Robb reviewed the attached agenda.

Solicitor's Report: None

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

Group Report: "B" Fire Prevention, EMS (J. Reichert) Comm. Reichert reviewed FO Young's report noting that Monday October 4th we will hold our Annual Fire Prevention Open House and that t-shirts will be ordered and a sign up/size sheet will be posted. A discussion was held again regarding Harry's Tires and updates on the violations.

Group Report: "C" Apparatus & Equipment (R. Evans) Comm Evans reviewed FF Procopio's report noting the progress of equipment mounting on Squad 88, repairs to the rest of the fleet and miscellaneous repairs around the station.

Group Report: "D" Insurance, Hydrants, Radios & Uniforms (L. Grady) Comm. Grady reported that all members should start ensuring that their uniforms are in order for the 20-year anniversary of 9/11.

Group Report: "E" Training, Personnel, Office (G. Genzel) Chairman Genzel reported that his items were handled in the closed session prior to the opening of the public portion of the meeting.

New Business: A motion was made by Donahue and 2nd by Grady to approve the bills presented for payment this evening in the amount of \$108,514.00.

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

A motion was made by Donahue and 2nd by Grady to accept the receipts presented this evening in the amount of \$444,393.22.

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

A motion was made by Reichert and 2nd by Evans to offer Daniel J. Foley a provisional offer of employment as a Probationary Career Firefighter, pending successful completion of a physical / drug screen and psychological screening, with a tentative start date of August 2, 2021.

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

A motion was made by Reichert and 2nd by Evans to promote FF Nicholas Giambri to the position of Career Fire Captain to fill the vacancy created by the August 1, 2021 retirement of Captain Albert Adomanis, with an effective date of August 1, 2021.

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

All present congratulated FF Giambri.

A motion was made by Reichert and 2nd by Grady for FO Young to attend the NJIAAI in Atlantic City, NJ on October 6th, 7th and 8th, 2021 at a cost of \$325.00.

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

A motion was made by Grady and 2nd by Evans authorizing the purchase of 2 Optiplex 7090 Desktop Computers from Dell Technologies for \$1,996.20. The computers will be assigned to FF Giambri and Chief Millisky in accordance with our 5-year replacement plan.

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

A motion was made by Evans and 2nd by Grady approving the Airpower International maintenance contract for the cascade system at a cost of \$1,903.00 which will be split with the other three departments that utilize the system.

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

A resolution was made by Grady and 2nd by Reichert to approve Resolution 21-27 authorizing the purchase of two Panasonic CF 33 Toughbook Computers, two Havis docks and two base plate adapters from Wireless Communications of W. Berlin, NJ for the state contract cost of \$11,158.16. The computers will be assigned to E82 and R82 in accordance with our 5-year replacement plan.

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

Old Business: A Resolution 21-26 was made by Evans and 2nd by Reichert authorizing the sharing of career fire fighters employed by Gloucester Township Fire Districts 2, 4 and 6.

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

Good of the District: None

There being no other business a motion was made by Reichert and 2nd by Donahue to adjourn at 8:27pm. All in favor, motion carried.

Read and approved:

Chairman:

George H. Benzel

Submitted:

Clerk:

Marianne E. Robb

Date:

8/11/21

TO: Board of Fire Commissioners

From: Bill Robb – Administrator

RE: July Meeting – 7/14/2021

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. As approved at last month's meeting, the hose, nozzles and appliances for the new Squad 88 have been ordered.
- c. The new Squad 88 was picked up at Fire and Safety Services in S. Plainfield, NJ, on June 17th. Since that time Mechanic/ UFD's Procopio and Prendergast have been mounting equipment, the radio and computer have been installed by Wireless Communications, and a graphics scheme has been designed and approved by both districts, with application of the graphics expected in the near future. Factory training was presented all members of the career staff on July 7th, and the members have been training on the apparatus since that date, as per a training policy drafted by Chiefs Millisky and Cipriano. Discussions are also ongoing regarding the training of interested members of the volunteer staff qualified to serve as substitute drivers. It is anticipated that the rig will be ready for service in the near future.
 - i. The Squad 88 housing celebration has been scheduled for Friday, August 13th. The event will begin at 6:00 pm at District 4's Blackwood-Clementon Road station, followed by a brief ceremony at our station with food and beverages. District 4 and IAFF Local 3249 have agreed to share the cost equally, with the total expenditure not to exceed \$1,000 each. Marianne has ordered food for 100 ppl from Mission barbeque at a total cost of ~~\$1,415.00~~ 1316. ✓
- d. I spoke with GTDPW Supervisor Bob Tyciak today and confirmed that the EMS building will be ready for the storage of E822 by the time the new Squad is placed in service. The building will be equipped with security cameras and a burglar alarm system. We will have access to the end bay only via a fob controlled man door and a remote controlled bay door.
- e. We've received an invoice from District 4 for our 50% responsibility for the new Squad 88 insurance policy in the amount of \$1,138.28. The amount will cover the insurance costs from now through March 20, 2022.
- f. We will be receiving a check from District 4 in the amount of \$247.33 for 50% of the interest earned on the Bancorp escrow account for the Squad 88 loan.
- g. The first of eight annual Squad 88 lease payments of \$95,339.26 is due to US Bancorp on August 23rd. District 4 will make the payment and invoice us for our 50% share in the amount of \$47,669.63.

4. Mechanic / UFD Procopio has notified Seagrave Sales and Service of East Brunswick, NJ that the TL82 cradle repair has been approved. We are awaiting notification of delivery of the parts and an appointment for the repair. As discussed at last month's meeting, I've also notified our insurance carrier of the incident and am awaiting their response.
5. Invoices totaling \$14,786.49 have been forwarded to District 4 for their share of the 2nd quarter E88 shared service costs, per the following breakdown:
 - a. Fuel - \$897.91
 - b. Career Staff OT - \$1,802.46
 - c. C Platoon Supervision - \$1,831.25
 - d. Maintenance - \$482.67
 - e. E822 Depreciation - \$3,600.00
 - f. New Squad 88 Equipment - \$6,172.20
6. The annual audit of our Worker's Compensation insurance was recently completed by Benchmark Insurance, resulting in receipt of an invoice for underpayment in the amount of \$4,128.00. The amount is slightly less than last year's underpayment amount.
7. **Request the Board adopt the attached Resolution #21-027 authorizing the purchase of two Panasonic CF 33 Toughbook Computers, two (2) Havis docks, and two (2) base plate adapters from Wireless Communications of W. Berlin, NJ for the state contract cost of \$11,158.16.** The computers will be assigned to E82 and R82 per our 5-year replacement program.
8. **Request a motion authorizing the purchase of two (2) Optiplex 7090 Desktop Computers from Dell Technologies for \$1,996.20.** The computers will be assigned to Chief Millisky and FF Giambri per our 5-year replacement plan.
9. Captain / Fire Official Young has requested permission to attend the NJIAAI Fall Training Conference, which will be held at Harrah's Casino in Atlantic City, NJ on October 6th, 7th and 8th. The cost for the training is \$325.00. If approved I will work with Captain Young on scheduling and A Platoon staffing.
10. I have submitted a payment request to FEMA for reimbursement of salary and benefit expenses for FF Lindell for the time frame of February 3rd to July 4th, 2021, per the SAFER grant. We're in the last year of the three year grant, with FEMA funding only 35% of our costs. The total reimbursement owed for this request is \$13,828.57.
11. **Request a Motion authorizing payment of \$1,903.00 to Airpower International, Inc. for renewal of our annual maintenance contract. The cascade system is shared with Fire Districts 1 and 4 and the Runnemede Fire Department, with each department responsible for 25% the cost in the amount of \$475.75.**
 - a. I received an e-mail from Runnemede Fire Department Chief Moriarity stating they plan to pay their share of this year's bill but would like to opt out of the shared services agreement after that. I spoke with Chief Moriarity today and learned that he's never seen a written shared services agreement and is unaware of the provisions of the agreement. Chief Moriarity also expressed concern with their inability to access the cascade when needed after-hours. Based on our conversation and research of our files I think it would be beneficial to draft a new MOA for use of the cascade and sharing of the costs, as the most recent version I've found is from the year 2000. I've also

requested permission from Chief Millisky and the trustees to provide Chief Moriarity with a general access building fob so they can access the cascade after-hours as needed. I believe Chief Moriarity will agree to continue participating in the agreement if his concerns are addressed. If the Board agrees, I will work on an updated MOA and share with the participating departments for review and hopeful approval.