

The seven hundred and sixty seventh meeting of the Board of Fire Commissioners, District #2, Gloucester Township was held in the Chews Landing Fire Station on Wednesday, June 9, 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

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

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

Chief's Report: Chief Millisky reported that the duty crew schedule has been posted and there are 13 duty crews for June. We are experiencing Active 911 issues where there is a delay of a full minute for call notifications-fire fighters were advised to carry their pager until this is resolved. It has been decided that HazMat 8 will adhere to the policies of the OEM Program. The chief also reported that he has received a request from Chief Ricciardelli from Fire District 1 requesting assistance from Station 82 volunteer firefighters in staffing their SAFER duty crews. The chief noted that he's also been contacted by Chief Brezee of District 6 asking for permission to utilize Station 82 volunteer firefighters to backfill career staff shift vacancies resulting from a short-term staffing shortage. The requests were discussed, and Solicitor Carlamere said the Board could agree to the request tonight and authorize Chief Millisky and Administrator Robb to sign a Memorandum of Agreement with the requesting districts, provided they are satisfied with the language.

Administrator's Report: Admin Robb reviewed the attached agenda adding the request for a motion for Arthur Door to make repairs to Bay 3 in the amount of \$2,280.00 noting that VFIS will pay all but the \$500.00 deductible.

Solicitor's Report: None

Group Report: "A" Building Maintenance, Park (K. Donahue) Comm. Donahue reported that the painter, Jonathan Mooney, ran into some trouble while painting the shop with the Benjamin Moore paint and he is still negotiating with the paint manufacturer.

Group Report: "B" Fire Prevention, EMS (J. Reichert) Comm. Reichert reviewed the Fire Prevention report provided by FO Young adding that discussions are being held regarding our annual Fire Prevention Open House with a target date of Monday, October 4th.

Group Report: "C" Apparatus & Equipment (R. Evans) Comm. Evans reviewed the Apparatus and Station maintenance report provided by FF Procopio

Group Report: "D" Insurance, Hydrants, Radios & Uniforms (L. Grady) Comm. Grady inquired with the Board if we should submit the cradle repairs to insurance.

Group Report: "E" Training, Personnel, Office (G. Genzel) Chairman Genzel had no report mentioning there is also no closed session.

Old Business: 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 \$39,628.37.

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 \$4,225.29.

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

Resolution 21-024 was made by Evans and 2nd by Reichert authorizing the state contract purchase of hose and appliances from MES of Poughkeepsie NY for Squad 88 with a total cost of \$10,119.00 of which \$5,059.50 is to be paid by GTFD #2.

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

A motion was made by Evans and 2nd by Reichert authorizing the purchase of nine (9) Elkhart 1.5" and 2.5" nozzles from Atlantic Emergency Solutions of Chester Va. for the low quote cost of \$2,965.60 of which \$1,482.80 will be paid by GTFD #2.

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

A motion was made by Genzel and 2nd by Donahue authorizing expenditures up to \$1,000.00 for a housing ceremony for Squad 88 noting that GTFD #4 and IAFF #3249 will also be contributing to the festivities.

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

Resolution # 21-23 was made by Evans and 2nd by Reichert authorizing the purchase of eight (8) Globe Xtreme Coats , seven (7) Glove Xtreme Bunker Pants, and two (2) pair of Globe Supralite Leather Boots from Continental Fire & Safety of Hamilton, NJ for the state contract cost of \$23,566.50.

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

A motion was made by Evans and 2nd by Grady authorizing a change to Article IV, Section 1.0 three (3) Tier Schedule of the Department LOSAP Plan to reflect the previously authorized CPI based contribution increases.

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

A motion was made by Donahue and 2nd by Grady authorizing a contract with Summit Benefit Consultants, LLC of Moorestown, NJ for \$1,500.00 to perform an actuarial valuation of the dental insurance provided to our employees.

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

A motion was made by Grady and 2nd by Evans authorizing a contract with Seagrave Sales and Service of East Brunswick, NJ for \$6,729.09 for the purchase of parts and installation/labor to repair the damaged TL82 cradle and miscellaneous parts that occurred on March 29, 2021 during training.

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

A motion was made by Grady and 2nd by Grady to approve Ronin Security for the background checks at a cost of \$750.00 per applicant starting on step 7 of the hiring process.

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

Resolution 21-25 was made by Genzel and 2nd by Evans authorizing the signing of an Interlocal Services Agreement for Shared Services for "Gloucester Township Fire District #6 Fill Ins"

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

A motion was made to authorize our volunteers to staff SAFER Duty Crews at GT District #1 as needed, provided that District 1 representatives sign the Duty Crew Shared Services agreement previously signed by Gloucester Township Districts 2, 3, 4, 5, and 6 and the Pine Hill Fire District.

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

A motion was made by Grady and 2nd by Donahue to approve Administrator Robb's enrollment for a 3.5-hour webinar on Advanced Garrity Issues for the Firefighters scheduled for August 18, 2021 at a cost of \$75.00 with Fire Law Group.

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

Good of the District: Comm. Evans commented the benefits of having a crew readily available and immediately responding to calls citing the recent Cherrywood fire noting that the crew arrived 4.5 minutes after dispatch and that timing on these calls is what saves lives.

There being no other business a motion was made by Reichert and 2nd by Grady to adjourn at 8:32pm. All in favor, motion carried.

Read and approved:

Chairman: George H. Genzel

Submitted:

Clerk: Marionette Robb

Date: 7/14/21

TO: Board of Fire Commissioners

From: Bill Robb – Administrator

RE: June Meeting – 6/9/2021

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 discussed at last week's Special Meeting, the Joint Operations Committee has decided to move forward with most of the hose, nozzle and appliance order for the new Squad 88, with the primary justification being 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 purchase of the 3" and 5" hose will be delayed until the status of the AFG grant is known. A Resolution and a Motion are listed below to authorize the purchase.
 - i. **Request approval of Resolution 21-024 authorizing the state contract purchase of hose and appliances from Municipal Emergency Services of Poughkeepsie, NY for \$10,119.00, of which \$5,059.50 will be paid by Fire District #2.**
 - ii. **Request a Motion authorizing the purchase of nine (9) Elkhart 1.5" and 2.5" nozzles, from Atlantic Emergency Solutions of Chester, Va. for the low quote cost of \$2,965.60, of which \$1,482.80 will be paid by Fire District #2.**
- c. The new Squad 88 was transported last week from the Pierce factory to Fire and Safety Services in S. Plainfield, NJ, and is scheduled to be picked up by district representatives sometime next week. On June 8, 2021, District 4 electronically transferred from US Bankcorp to Fire and Safety Services the full payment of \$703,675.24. District 4 has also insured the apparatus. With the Board's permission, Mechanic UFD Procopio will represent District #2 for the pickup.
 - i. As discussed at last week's Special Meeting, there is interest in holding a housing ceremony for the new apparatus once the final lettering and striping is applied and the equipment is mounted. **Request a Motion authorizing the expenditure of up to \$1,000 for the event.** It's expected that District #4 and possibly IAFF Local 3249 will share in the cost.
- d. Drafting of the 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.
- e. Chief Ricciardelli recently contacted Chief Millisky to request that qualified members of Station 82 be permitted to assist Station 81 with the staffing of SAFER duty crews. As the Board recalls, a Joint Duty Crew Interlocal Agreement was drafted in 2019 to provide a legal foundation for the sharing of personnel amongst the participating departments to staff in-house duty crews. The plan at the time was to have one agreement signed by all township districts plus Pine Hill. Unfortunately, Chief Ricciardelli declined interest, so District #1 is not included in the present agreement. Chief Ricciardelli is now willing to present a MOA to his Commissioners. If the Board is interested in approving the request, I will need input from Solicitor Carlamere on the proper method to add them.

2. **Request approval of Resolution 21-23 authorizing the purchase of eight (8) Globe Xtreme Coats, seven (7) Globe Xtreme Bunker Pants, and two (2) pair of Globe Supralite Leather Boots from Continental Fire and Safety of Hamilton, NJ for the state contract cost of \$23,566.50.** The majority of the cost of two coats, two pants and two pair of boots will be refunded by Fire District #1 via the Regional FEMA SAFER Recruitment and Retention Grant hosted by Fire District #1.
3. As discussed in Closed Session at last week's Special Meeting and per the attached Hiring Process Memo, with the approval of the Board I plan to distribute employment applications to the top three eligible candidates on

the Civil Service Firefighter list, with a return deadline of Friday, June 25, 2021. I will then initiate the in-house checks and request assistance from the Gloucester Township Police Department to have the candidates fingerprinted and initiate their background checks. I've also contacted the owner of Ronin Security Solutions LLC and learned they are willing to conduct the applicant background checks for \$750.00 per applicant, the same price charged in 2018.

4. To document the discussion at last week's Special Meeting, the Board has designated Commissioner Evans as the Chairman of the Tower 82 Truck Committee. Commissioner Evans will convene a meeting of the committee at the appropriate time to start the process of determining a future course of action.
5. Annual calibration of the fit test machine is complete and the machine has been returned to service.
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 failed to include in the Resolution authorization to make the necessary changes to the LOSAP Plan to reflect the increased contributions. **Request a Motion authorizing a change to Article IV, Section 1.0 Three (3) Tier Schedule of the Department LOSAP Plan to reflect the previously authorized CPI based contribution increases.** The updated plan will be labeled as Version 3.0.
7. **Request a Motion authorizing a contract with Summit Benefit Consultants, LLC of Moorestown, NJ for \$1,500.00 to perform an actuarial valuation of the dental insurance provided to our employees.** The report is known as a GASB-75 and is required by state as part of our annual audit. Given the time-sensitive nature of the audit Commissioner Donahue already approved the quote and the report has been received and forwarded to our Auditor. This Motion is made to place the contract on the record.
8. **Request a Motion authorizing a contract with Seagrave Sales and Service of East Brunswick, NJ for \$6,729.09 for the purchase of parts and installation labor to repair the damaged TL82 cradle and miscellaneous parts that occurred on March 29, 2021 during training.** It should be noted that the listed business is the only local authorized repair company for the tower so a competing quote(s) is not possible. I also need to know if the Board feels we should file a claim with our insurance company, assuming it's not too late.
9. Request permission to register for a 3 ½ hour Fire Law Group Webinar on Advanced Garrity Issues for Firefighters scheduled for August 18, 2021 at a cost of \$75.00.