

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, August 11, 2021.

Commissioners present were: Genzel, Reichert, Evans 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-absent

Prior to conducting routine business of the Board, Solicitor Carlamere delivered Oaths of Office to newly promoted Capt. Nicholas Giambri and newly hired Firefighter Daniel Foley. A motion was made by Grady and 2<sup>nd</sup> by Evans to take a short recess to offer congratulations at 7:39pm.

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

A motion was made by Evans and 2<sup>nd</sup> by Reichert to go back in to open session at 8:00pm.

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

Chief's Report: Chief Millisky provided updates on training at the vacant structures located at 8 and 10 Maple Avenue, FFI schooling and critical incident stress debriefing and forcible entry training entry at GTFD #4 on August 21.

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

Solicitor's Report: None

Group Report: "A" Building Maintenance, Park (K. Donahue)- Absent

Group Report: "B" Fire Prevention, EMS (J. Reichert) Comm. Reichert provided updates on the annual Fire Prevention Open House noting that FO Young and himself met with the vendor to determine promotions for both the open house and school programs. Comm. Reichert also provided updates on Harry's Tires and the status of the violations.

Group Report: "C" Apparatus & Equipment (R. Evans) Comm. Evans reviewed FF Procopio's report noting that Squad 88 has been put in service and training has been completed by A Platoon.

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

Group Report: "E" Training, Personnel, Office (G. Genzel) Chairman Genzel reported that his items will be handled in closed session as they pertain to personnel.

New Business: In the absence of Comm. Donahue, Comm. Grady made a motion that was 2<sup>nd</sup> by Evans to approve the bills presented for payment this evening in the amount of \$125,195.38.

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

A motion was made by Grady and 2<sup>nd</sup> by Reichert to accept the receipts presented this evening in the amount of \$43,977.97.

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

A motion was made by Evans and 2<sup>nd</sup> by Grady to approve the use of Engine 822 as a shared reserve pumper between our district and GTFD #4, noting that all future costs related to the apparatus will be shared equally.

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

The Cost Sharing Addendum to the Shared Service Agreement will be revised to reflect the agreed upon terms regarding this matter.

Old Business: Comm. Evans reported that the truck committee met, some progress has been made, and there are preliminary plans to schedule some tours of area aerial apparatus.

Good of the District: None

A motion was made by Genzel and 2<sup>nd</sup> by Grady to go into closed session at 8:40.

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

The personnel issues discussed are still pending and no decisions were made.

A motion was made by Evans and 2<sup>nd</sup> by Reichert to go back into open session at 9:11pm

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

There being no other business a motion was made by Evans and 2<sup>nd</sup> by Reichert to adjourn at 9:12pm. All in favor, motion carried.

Read and approved:

Chairman: *George H. Genzel*

Submitted:

Clerk: *Marianne Robb*

Date: *9/8/2021*

TO: Board of Fire Commissioners

From: Bill Robb – Administrator

RE: August Meeting – 8/11/2021

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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 new hose, nozzles and appliances for the new Squad 88 have been received and are in service.
  - c. The new Squad 88 was placed in service on Monday, August 2, 2021. All but two career firefighters are currently qualified to driver the apparatus. Training of volunteer staff members is still pending.
    - i. Plans for Friday's housing ceremony are almost complete. There will be a final walk-through on Friday morning at the Blackwood-Clementon Road station on Friday at 10:00 am.
  - d. Engine 822 is now stored at the old EMS building on Stetser Avenue. The building has security cameras and a functioning burglar alarm system. Development of a policy for use of the engine is pending.
  - e. The first of eight annual Squad 88 lease payments of \$95,339.26 is due to US Bancorp on August 23<sup>rd</sup>. Payment of our 50% share at \$47,669.63 is included with tonight's bills.
  - f. District 4 is interested in sharing E822 as a reserve for both departments (career and volunteer). If agreed to by District 2, all future costs related to the apparatus (insurance maintenance, etc) will be shared equally.
2. Personnel:
  - a. Captain Adomanis's retirement was effective August 1, 2021. His unused leave time payout of \$34,660.89 will be paid with next week's payroll.
  - b. The promotion of Firefighter Giambri to C Platoon Fire Captain took effect on August 1<sup>st</sup>.
  - c. Firefighter Dan Foley reported for his first shift with the A Platoon on Tuesday, August 3, 2021.
3. Payment in the amount of \$4,756.22 has been received from VFIS Insurance for repair of the damaged TL82 cradle (minus our \$500.00 deductible). As noted in Mechanic / UFD Procopio's report, we're still awaiting a repair date from Seagrave Sales and Service.
4. Payment in the amount of \$14,786.49 for the 2<sup>nd</sup> quarter Shared Services costs has been received from District 4, per the previously provided breakdown.
5. 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.
6. The order for the Toughbook computers approved at last month's meeting has been placed with Wireless Communications. Delivery is pending.

7. The Dell Optiplex desktop computers approved at last month's meeting have been ordered and received and will be placed in service in the near future.

**Closed Session:**

1. Healthcare
2. Civil Service Hiring Process Information
3. Future personnel moves (preliminary discussion only)