

The seven hundred and eightieth meeting of the Board of Fire Commissioners, District #2, Gloucester Township was held in the Chews Landing Fire Station on Wednesday, August 10, 2022 @ 7:00pm

Commissioners present were: Genzel, Reichert, Evans, Donahue and Grady. Also in attendance were Solicitor Dave Carlamere, Administrator Robb, Chief Mike Millisky and Pete Fraterelli Esq. for closed session only.

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 and advertised as such.

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

A motion was made by Evans and 2<sup>nd</sup> by Grady to go into closed session to discuss personnel issues at 7:02pm.

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

The Board met with Labor Attorney Pete Fraterelli to discuss a labor issue which remains pending.

A motion was made by Reichert and 2<sup>nd</sup> by Evans to go back into open session at 7:43pm.

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

A motion was made by Grady and 2<sup>nd</sup> by Donahue 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 National Night Out went well. The department had 2 fires this past week with very limited personnel responding. The last SAFER duty crew is August 18<sup>th</sup> and the hoodies and jackets from the SAFER money have been disbursed. The Chief and FF Piepszowski attended the caucus for the NJ State parade. The Chief also provided examples of how the line officer numbers will be changing throughout the county and reported when he would be on vacation.

Administrator's Report: Administrator 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 the Fire Prevention report provided by Capt. Giambri noting that Fire Prevention Open House is scheduled for Monday, October 10<sup>th</sup>, 2022 and that the necessary items have been ordered. Comm. Reichert also noted that Kenneth Young has been hired as a part time inspector for the district.

Group Report: "C" Apparatus & Equipment (R. Evans) Comm. Evans reported that Marine 82 is back in service and reviewed the apparatus and station maintenance report provided by Capt. Procopio. Comm. Evans will continue to research the pros and cons of refurbishing the tower ladder in lieu of replacement.

Group Report: "D" Insurance, Hydrants, Radios & Uniforms (L. Grady) Comm. Grady reported on the difficulties we are having with the new Workman's Compensation insurance company regarding payment based on our meeting dates and their very rigid due dates and cancellation notices.

Group Report: "E" Training, Personnel, Office (G. Genzel) Chairman Genzel reported that his items were discussed in closed session

Old Business: None

New Business: A motion was made by Donahue and 2<sup>nd</sup> by Grady to approve the bills presented for payment this evening in the amount of \$122,395.95.

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

A motion was made by Donahue and 2<sup>nd</sup> by Grady to accept the receipts presented this evening in the amount of \$15,976.54.

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

A motion was made by Donahue and 2<sup>nd</sup> by Reichert to authorize payment to Security Lock and CCTV for the emergency service call they provided for the Keri fob system this afternoon in the amount of \$795.00.

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

A motion was made by Genzel and 2<sup>nd</sup> by Evans to approve District #2 Standard Operating Guideline 22-01, Personal Vehicle Response-Blue Lights, Joint Administrative Policy 22-002 Digital Imaging Appendix B regarding district photographers and Joint Administrative Policy 22-003 Shared Services Committee.

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

A Resolution, 22-20 was made by Genzel and 2<sup>nd</sup> by Grady to approve the purchase of (2) Two Panasonic CF33 Toughbook computers from Wireless Communications of W. Berlin NJ for the state contract price of \$8,965.00.

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

A motion was made by Genzel and 2<sup>nd</sup> by Grady to approve the purchase of three (3) Dell Optiplex 7000 desktop computers from Dell Marketing LP of Round Rock, Texas for \$3,377.47.

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

A motion was made by Grady and 2<sup>nd</sup> by Evans to approve enrollment of Capt. Giambri in the online training class Leadership Under Fire on Tuesday evenings from September 13<sup>th</sup> through November 15<sup>th</sup> at a cost of \$775.00.

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

Good of the District: None

A motion was made by Comm. Grady and 2<sup>nd</sup> by Comm. Donahue to go into closed session at 8:19pm to discuss additional personnel issues not involving the labor attorney.

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

The Board discussed the fire chief's position and the issue remains pending.

A motion was made by Reichert and 2<sup>nd</sup> by Grady to go back into open session at 8:27pm

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

A motion was made by Evans and 2<sup>nd</sup> by Grady to advertise the workshop scheduled for Tuesday September 6<sup>th</sup> as a special meeting to include a closed session.

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

There being no other business a motion was made by Donahue and 2<sup>nd</sup> by Grady to adjourn at 8:30pm. All in favor, motion carried.

Read and approved:

Chairman: George Genzel

Submitted:

Clerk: Nanarine C. Robb

Date: Sept 14, 2022

TO: Board of Fire Commissioners

From: Bill Robb – Administrator

RE: Meeting – 8/10/2022

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Closed Session – Personnel issues.

1. Shared Service Program:

- a. The dash camera for Squad 88 was installed today. Development of the joint policy is still pending but will be prioritized.
- b. The web-based Iron Compass mapping program has been purchased and is in the process of being downloaded to the apparatus computers by Captain Giambri, who will also be training department members at the company drill next Monday.
- c. D3 forwarded a voucher for the 2<sup>nd</sup> quarter Squad 88 shared service costs, and Commissioner Tarves said the check will be forwarded this week.
- d. Payment in the amount of \$6,429.00 has been received from District #4 for the 2<sup>nd</sup> quarter Squad 88 shared service costs, per the breakdown provided at last month's meeting.
- e. As approved by both districts, the fueling location for Squad 88 has been changed to the Public Works garage.
- f. I have notified District 4 representatives that three, possibly four of our commissioners are available to meet with them on Wednesday, September 7<sup>th</sup>. Please let me know of any requested topics for discussion so I can add them to the agenda.

2. Policies:

**Request a Motion authorizing approval of the following policies, which were forwarded to the Board two weeks ago for review:**

- a. District 2 Standard Operating Guideline 22-01 Personal Vehicle Response – Blue Lights. Already approved by Chief Millisky.
- b. Joint Administrative Policy 22-002 Digital Imaging – policy was previously approved, requesting approval of Appendix B regarding district photographers.
- c. Joint Administrative Policy 22-003 Shared Services Committee

3. Personnel / Training:

- a. I'm pleased to report that FF Knight and FF Lindell have passed the written Fire Officer 2 test.
- b. A Traffic Incident Management training class was held in our banquet hall on Saturday, July 23<sup>rd</sup> from 8am to 12 noon. The class was well attended, with a total of 32 students, including 10 from our department.
- c. Captain Giambri has requested permission to participate in an online training program titled Leadership Under Fire. The class runs on Tuesday evenings from September 13<sup>th</sup> through November 15<sup>th</sup>, with a cost of \$775.00. Chief Millisky has approved the request, and I plan to register Captain Giambri for the class, barring any objections.

- d. As approved by the Board, Kenneth Young has been hired by the district as a part-time Fire Prevention Specialist, with a start date of Monday, August 1<sup>st</sup>. Ken's normal work schedule for now is Monday, Tuesday and Thursday from 8:00am to 4:00 pm, subject to change based on work obligations. I have made the necessary entry in the New Jersey Civil Service County and Municipal Personnel System (CAMPS) to document his employment and title.
4. I have exhausted all reasonable efforts to contact representatives of the Board of Elections without success.
  5. On Monday, July 18<sup>th</sup> I participated in a TEAMS remote meeting with representatives of the Camden County fire service and First Due incident reporting software. We had a productive discussion regarding our reporting needs, but no timeline was provided for development of the custom reports.
  6. The computer equipment previously declared obsolete by the Board was delivered to the Unforgotten Haven last week. They were very appreciative of the donation, and posted a nice thank you on their Facebook page.
  7. **Request approval of attached Resolution 22-20, authorizing the purchase of two (2) Panasonic CF33 Toughbook computers from Wireless Communications of W. Berlin, New Jersey for the state contract price of \$8,965.00.**
  8. **Request a Motion authorizing the purchase of three (3) Dell Optiplex 7000 desktop computers from Dell Marketing LP of Round Rock, Texas for \$3,377.47, per the attached quote.**
  9. As a result of the annual audit of our Worker's Compensation Insurance policy, we've received a refund of \$5,320.00 from Benchmark Insurance Company.
  10. The annual check of member driver's licenses has been completed with no issues found.