

The eight hundred and sixth meeting of the Board of Fire Commissioners, District #2, Gloucester Township was held in the Chews Landing Fire Station on Wednesday, October 9th, 2024

Commissioners present were: Genzel, Reichert, Evans, Donahue and Grady Also present were Chief Millisky, Administrator Robb and Solicitor Carlamere.

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 having been advertised as such.

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 minutes of the previous meeting.

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

Chief's Report: Chief Millisky reported that he received a memo from FF Anthony Merulla submitting his retirement effective October 2nd, 2024. Asst. Chief Haines and LT Comisky are both being honored with a Citizenship Award this Saturday at 10:00am.

Administrator's Report: See attached agenda.

Solicitor's Report: Solicitor Carlamere reported that a proposed merger of Fire Districts 4 and 6 is still moving through the government with no clear decision date. Solicitor Carlamere reported that he is unclear of the township official's views on the projected merger, and also said if the merger goes through consideration should be given for the potential increase in coverage area and boundaries of SQ88 responses.

Group Report: "A" Building Maintenance, Park (K. Donahue) No report

Group Report: "B" Fire Prevention, EMS (J. Reichert) Comm. Reichert reported that the Fire Prevention Open House went well and that the school fire prevention programs are underway along with a review of the Fire Prevention report submitted by FM Young. Comm. Reichert thanked all who were instrumental in preparing for and assisting with the open house.

Group Report: "C" Apparatus & Equipment (R. Evans) Commission Evans reviewed the station maintenance and apparatus report provided by Capt. Procopio, outlining the status of the new Chief's Tahoe outfitting, lights, lettering and window tinting as well as various repairs and upgrades throughout the station and on the apparatus.

Group Report: "D" Insurance, Hydrants, Radios & Uniforms (L. Grady) No report

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

Old Business: none

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 \$136,616.91.

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 \$10,969.43.

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

A motion was made by Evans and 2nd by Grady to approve the previously distributed updated Joint Administrative Policy 19-003 V6 FO and FF Deployment.

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

A Resolution, 24-28, was made by Evans and 2nd by Reichert authorizing the purchase of two Scott 4.5 30-year, 30-minute air cylinders from Municipal Emergency Services (MES) of Poughkeepsie New Yor for the state contract price of \$3,400.00.

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

A discussion was held regarding the purchase of a new office copier to replace the current copier purchased in 2017 with the Board being in favor of purchasing versus a lease.

Good of the District:

Comm. Evans thanked everyone for their assistance with Fire Prevention Open House and congratulated Asst. Chief Haines and LT Comisky on the Citizenship award.

A motion was made by Evans and 2nd by Reichert to go into closed session at 7:37 pm to discuss personnel matters.

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

A motion was made by Evans and 2nd by Reichert to go back into open session at 9:06pm.

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

Issues discussed in closed session remain pending.

There being no other business a motion was made by Donahue and 2nd by Genzel to adjourn at 9:07pm All in favor, motion carried.

Read and approved:

Chairman: George H. Genzel

Submitted:

Clerk: Marianne C. Robb

Date: 11/13/2024

TO of Fire Commissioners

From: Bill Robb – Administrator

RE: Meeting – October 9, 2024

1. Shared Service Program:

- a. The last meeting was held on Thursday, September 19, 2024 – minutes were distributed. Next meeting is scheduled for Thursday, October 17th at 7:00pm at our station.
- b. Training for the career staff in the recently mandated EMS training has been scheduled on the following Saturdays: October 19th – A Platoon, November 2nd – C Platoon, November 16th – B Platoon. Chiefs Millisky and Imielinski have been asked to attempt to schedule duty crews to cover Squad 88 calls during the training. Approximately 7 members of the volunteer staff are signed up for the October 19th session.
- c. The members of the Squad 88 truck committee have been identified. The build time for fire trucks is still running 44 to 48 months, so a decision needs to be made regarding the date to hold a public hearing and the date to place the order for the replacement rig. If the public vote is held during the February 2025 election, the truck could be ordered in 2026, with an expected delivery date in 2029 or 2030. The current Squad 88 was placed in service on 8/2/2021, and is averaging 1,150 calls, 10,000 miles and 900 engine hours per year. Current mileage is 33,000, and current engine hours is 2,400 plus. For comparison, Engine 82, which has been in service since 2004, currently has 38,935 miles and 3,587 engine hours.
- d. **Request a Motion to approve the previously distributed updated Joint Administrative Policy 19-003 V6 FO and FF Deployment.** The revision resulted from a determination that additional language was needed regarding platoon captain responsibilities.
- e. The 3rd quarter shared services invoice in the amount of \$5,000.00 has been forwarded to fire district #3. We are still awaiting their response regarding the 2025 shared services renewal. As communicated to the board, D3 has approached D5 to see if they have any interest in handling their daytime calls.
- f. Per the following breakdown, invoices have been forwarded to fire district #4 for reconciliation of 3rd quarter Squad 88 shared services costs. D4 owes us a balance of \$1,363.99:
 - i. Fuel - D2 owes D4 \$1,248.02
 - ii. Career Staff OT - D4 owes D2 \$770.42
 - iii. C Pltn Supervision D4 owes D2 \$1,634.39
 - iv. Maintenance / Equip D4 owes D2 \$207.20
- g. A meeting was recently held between D2 and D4 representatives regarding the possible addition of a career Fire Chief or Battalion Chief. Commissioner Evans can provide an update.
- h. Subscription to the Curt Varone and Brad Pinsky Must Have Policies service has been approved by both districts. The contract is pending.

2. The order for the new TL82 MDC has been placed, and delivery is scheduled for the end of the month.
3. February 24, 2024 Crash:
 - a. Replacement of the carport and parking lot seal coating are pending.
 - b. A lot of the items for the new chief's vehicle have been received. Work on the vehicle continues.
4. Bowman and Company has received the information from the state necessary for completion of the audit. We should hopefully have the completed audit soon.
5. **Request approval of attached Resolution 24-28, authorizing the purchase of two (2) Scott 4.5 30-year, 30 minute air cylinders from Municipal Emergency Services (MES) of Poughkeepsie, New York for the state contract price of \$3,400.00.**
6. The three (3) Minitor VI pagers approved for order last month have been received and turned over to the Line Officers.
7. Installation of the new shop burglar alarm panel, approved at last month's meeting, is pending.
8. Fitting for the American Rescue Grant PPE is complete, and D4 is expected to place the order soon. As approved at last month's meeting, two members of the D2 volunteer staff have also been fitted for new PPE and the order has been placed.
9. I'm pleased to report that Chief Millisky, Asst. Chief Haines, Captain Giambri, Lt. Comisky, FF's Barckley, Donahue, Pozniewski and PFF Klavins have all received Paratech Rescue Awards for their actions at the tree rescue incident in Station 84's local on August 31, 2024.
10. I'm also pleased to report that a refund in the amount of \$1,139.66 has been received from VFIS Insurance for our Accident and Sickness Policy.
11. All but two members of the volunteer staff have completed their annual physicals, and scheduling of the career staff annual physicals is underway.
12. Our office copier/printer/scanner was purchased in 2017 and has started experiencing issues with feeder problems, jams and communication problems. We average 700 copies per month, so the machine is important for our daily office needs. Research conducted by our FP clerk has identified our best option for a new machine as a Canon DX C3930. If the board agrees, our choices are to purchase the machine for the state contract cost of \$6,545.93, or lease it for 60 months at \$136.81 per month (\$1,641.72). The total lease cost would be \$8,208.60. We're currently paying \$617.02 per year for a maintenance plan. With a new machine, the service contract would be based on a per copy cost of .0072 for B&W copies and .046 for color copies. Based on current usage, the annual service plan cost would be less than \$100.00.

Closed Session:

2025-2028 Contract Proposal