

The eight hundred and eighth meeting of the Board of Fire Commissioners, District #2, Gloucester Township was held in the Chews Landing Fire Station on Wednesday, December 11<sup>th</sup>, 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 Grady and 2<sup>nd</sup> by Reichert to accept the minutes of the previous meeting.

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

Chief's Report: Chief Millisky provided updates on the county chief's meeting to be held 12/12, the holiday parades the department will attend, the holiday party and the last relief meeting held in 2024. Chief Millisky also reported Asst. Chief Haines will be in command from 12/24 thru 12/31 due to a scheduled vacation.

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

Solicitor's Report: None

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

Group Report: "B" Fire Prevention, EMS (J. Reichert) Reviewed the Fire Prevention Bureau report supplied by FM Young

Group Report: "C" Apparatus & Equipment (R. Evans) Comm. Evans reviewed the station and apparatus report submitted by Capt. Procopio providing updates on the status of the new Chief's Tahoe, and some repairs needed on E82 siren foot pedal, new tires on FM-82, SQ88 HVAC system, the hose testing, the engine room LED conversion project and R82 ABS module.

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

Group Report: "E" Training, Personnel, Office (G. Genzel) None

Old Business: A motion was made by Evans and 2<sup>nd</sup> by Reichert to approve J.A.P. 21-003 Version 4 regarding Overtime Assignments.

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

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 \$90,535.30.

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 \$652,971.50

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

Comm. Donahue conducted the first reading of the 2025 Operating budget, with total appropriations of 2,832,827.00, and the total amount to be raised by taxation of \$2,484,436.00. A motion was made by Donahue and 2<sup>nd</sup> by Evans to approve the budget for submission to the Department of Community Affairs for review and approval.

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 approve motions and resolutions outlined on the attached Administrators Agenda, numbers 9, 10, 11, 12 & 13.

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

A motion was made by Evans and 2<sup>nd</sup> by Reichert to approve agenda items 15, 16 and 18 of the attached Administrator's Agenda.

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 approving the 2025 Lease for rental of the Fire Department facilities comprising the administrative offices and apparatus room in the amount of \$68,250.00

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

Good of the District: Chairman Genzel reminded and invited all in attendance to the staff holiday luncheon on Wednesday, December 18<sup>th</sup> 2024 at noon. Comm. Evans commented that it is good to see so many of our members at the top level of LOSAP participation and Capt. Giambri thanked all involved in the IAFF contract negotiations for the timely and agreeable settlement of the contract.

There being no other business a motion was made by Evans and 2<sup>nd</sup> by Reichert to suspend the meeting until Monday, December 30<sup>th</sup> at 9:00am.

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

A motion was made by Genzel and 2<sup>nd</sup> by Reichert to resume the December 11<sup>th</sup> meeting at 9:06am stating that this meeting is being held in accordance with the Open Public Meeting Act and has been advertised as such.

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

Chief's Report: Not in attendance

Administrator Robb reviewed the attached agenda.

Solicitor's Report: Not in attendance

There were no department reports

Old Business: Comm. Donahue commented that we need to press GTFD 1 and GTFD 3 for adequate compensation for the services our district is providing to their districts, as moving forward the costs are only going to increase.

New Business: A motion was made by Donahue and 2<sup>nd</sup> by Grady to approve payment of bills presented in the amount of \$25,138.48.

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

A motion was made by Donahue and 2<sup>nd</sup> by Evans to accept the receipts in the amount of \$1,232.00.

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

A motion was made by Genzel and 2<sup>nd</sup> by Reichert to approve FF Dan Foley as the Assistant Mechanic/FF effective January 1, 2025 with commensurate compensation as budgeted and outlined in the labor agreement.

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 approving the purchase of 1.75" and 5" hose from Continental Fire and Safety of Hamilton, NJ for the low quote amount of \$4,805.00.

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 establish accounts payable & encumbrances, per the attached schedule, to cancel unexpended balances at the close of 2024 and to perform line item transfers as per the schedule.

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 approve the Interlocal Agreement between Gloucester Township Fire Districts 2, 4 and 6, and to authorize Chairman Genzel and Commissioner Donahue to sign the agreement on behalf of the district.

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 form a truck committee to discuss future plans for R82/E82.

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

There being no other business a motion was made by Evans and 2<sup>nd</sup> by Donahue to adjourn at 10:26am. All in favor, motion carried.

Read and approved:

Chairman: George M. Genzel

Submitted:

Clerk: Manarice Robb

Date:

Jan 8, 2025

TO: Board of Fire Commissioners

From: Bill Robb – Administrator

RE: Meeting – December 11, 2024

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1. Shared Service Program:

- a. The last meeting was held on Thursday, November 21<sup>st</sup> – minutes were distributed. Next meeting is scheduled for Thursday, December 19<sup>th</sup> at 7:00pm at Station 82.
  - b. The Basic EMS training has been completed for all members of the career staff and eight members of the volunteer staff. Refresher training is due in 2026.
  - c. Assuming no objections from our district, district 4 has agreed to serve as the owner of record for the new Squad 88. It is recommended that the districts seek approval from the public at the February election to approve the signing of a contract in 2026 for the purchase of a replacement for the current Squad 88. Based on current build times, that would result in arrival of the new rig in 2029 or 2030. I also believe it's in our best interest to form a truck committee in the near future to discuss a plan for replacement of Rescue and Engine 82, which are currently 20 and 21 years old.
  - d. I'm pleased to report that District 3 has agreed to our request for \$60,000 compensation (\$30,000 to each district) to continue our Squad 88 Interlocal Agreement for the 2025 calendar year. **Request a Motion to approve the offer, and to authorize Chairman Genzel and Commissioner Donahue to sign the agreement on behalf of our district.**
  - e. A letter signed by D2 Chairman Genzel and D4 Chairman D. Vannoni was recently forwarded to District #1 with an offer to provide their district with the same Squad 88 coverage currently provided to District #3 for the 2025 calendar year. Using the cost formula recently agreed to by District 3, and based on response estimates provided by Chief Ricciardelli, we are requesting compensation of \$28,000 (\$14,000 to each district). District 1 has responded, indicating that they've budgeted only \$6,000.00 for this purpose in 2025. D1 is asking to meet for further discussion.
  - f. D4 would like to know if our district has had any further discussions regarding the possible addition of a career Fire Chief or Battalion Chief.
  - g. Subscription to the Curt Varone and Brad Pinsky Must Have Policies service has been approved by both districts, and I'm hoping to purchase the service this month.
  - h. **Request a Motion to approve J.A.P. 21-003, Version 4, Overtime Assignments.** As a reminder, the updated policy allows for forced overtime as a last resort when needed to maintain minimum staffing. The policy was updated in May of this year, but approval was suspended pending negotiation of the successor labor agreement.
2. Captain Giambri is in the process of programming the new TL82 MDC.
  3. Upfitting of the new chief's vehicle continues.
  4. All of the steps required for the completed 2023 audit have been completed.
  5. Delivery of the two (2) Scott 4.5 30-year, 30-minute air cylinders from MES is still pending.
  6. The two sets of D2 PPE, ordered from Continental Fire and Safety, was delivered today.

7. Delivery of the seven sets of PPE for the career staff, purchased with funds from the American Rescue Grant, is expected in January of 2025. The D2 grant match of \$4,016 will be encumbered from this year's New Fire Equipment line item.
8. All required 2024 physicals have been completed.
9. **Request approval of attached Resolution 24-31, authorizing the purchase of a Canon DX C3930 Printer, Copier, Scanner from KDI Technology of Mount Laurel, NJ for the state contract price of \$6,545.93.**
10. Per the requirements of the LOSAP statute, the attached final 2023-2024 LOSAP year points report was posted for 30 days to allow for any challenges, with one change made and reflected in the attached report. **Request a Motion to approve payment of \$17,284.89 to Lincoln Financial Life Insurance Company of Fort Wayne, Indiana, for deposit into the listed member's LOSAP accounts.**
11. **Request approval of attached Resolution 24-32 authorizing the 2025 Commissioner Stipends.** If approved, the Resolution will be forwarded to township council for their approval.
12. As the board is aware, Captain Procopio has obtained two quotes to upgrade all of the interior lighting in the building to LED. The low quote of \$13,480.00 has been provided by 21<sup>st</sup> Century Electric of Woolwich Township, NJ in the amount of \$13,480.00. The fire company has agreed to take the lead on the project, and to pay 50% of the cost. **Request a Motion to approve reimbursement to the Chews Landing Fire Company #1 in the amount of \$6,740.00 for the project once completed.**
13. **Request a Motion to approve the purchase of uniform items from Action Uniform of Pleasantville, New Jersey in the amount of \$3,433.00, per the attached quote.**
14. **Request a Motion to approve the 2025 lease with Chews Volunteer Fire Company #1 in the amount of \$68,250.00, and to authorize Chairman Genzel and Commissioner Donahue to sign the lease on behalf of the district.**
15. **Request a Motion to approve the purchase of three (3) MSA 1044 helmets from Continental Fire and Safety for \$1,503.00**
16. Per the attached letter, previously forwarded to the board, the Chews Landing Volunteer Fire Company #1 Christmas Committee purchased Operation Santa winter hats for their members, at a cost of \$580.00. The fire company is requesting that the board pay ½ of the cost of the hats. Assuming the board is in favor, **request a Motion to approve payment in the amount of \$270.00 to the fire company as reimbursement of 50% of the purchase cost.**
17. As approved by the board, the annual holiday luncheon has been scheduled for December 18, 2024.
18. I'm pleased to report that an agreement has been reached with the union on a successor contract. **Request a Motion to approve the 2025-2028 Agreement between the Board of Fire Commissioners, Fire District #2, Gloucester Township, Camden County, NJ and IAFF Local 3249, Camden County, NJ, and to authorize Chairman Genzel and Commissioner Evans to sign the agreement on behalf of the district.** I would like to thank all involved for the professionalism and cooperation during the process.
19. Reading of Introduced 2025 Operating Budget

TO: Board of Fire Commissioners

From: Bill Robb – Administrator

RE: Meeting – December 30, 2024 Continuation Meeting

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1. Shared Service Program:

- a. The last meeting was held on Thursday, December 19<sup>th</sup> at 7:00pm at Station 82. Minutes are pending
  - b. Captain Procopio has obtained a quote of \$1,177,904.47 from Fire and Safety Sales and Service for a Squad 88 replacement apparatus. Given that we won't be able to order the apparatus until 2025, the Shared Services Committee is recommending that the Boards request public approval for the expenditure at the February election for a cost not to exceed 1.3 million dollars. As with the current apparatus, the cost would be split evenly with Fire District #4.
  - c. The 2025 D2/D3/D4 Interlocal Agreement has been signed by all parties, with copies distributed to each district.
  - d. D4 is willing to designate two commissioners to join D2 Chairman Genzel and Commissioner Reichert to meet with D1 representatives to further the discussions of an Interlocal agreement for Squad 88 responses to call in D1 in 2025.
  - e. Subscription to the Curt Varone and Brad Pinsky Must Have Policies service has been approved by both districts, and I'm hoping to purchase the service this month.
  - f. D6 has requested assistance from Squad 88 to handle incidental calls in D6 on days when D6 does not have career staff or in-house duty crew coverage. If approved, the responses would begin on or about January 1, 2025, and last for 60 days, absent a modified agreement. The assistance will provide D6 the time to hire additional firefighters to cover their district 24/7. The coverage area would be the area from the north side of Jarvis Road to the northern terminus of Fire District #6. D6 has agreed to reimburse D2 and D4 the same rate per call currently being paid by D3. If the board is in agreement, **request a Motion to approve the attached Interlocal Agreement, and to authorize Chairman Genzel and Commissioner Donahue to sign the agreement of behalf of the district.**
2. The two air cylinders ordered from MES have been delivered.
  3. Delivery of the seven sets of PPE for the career staff, purchased with funds from the American Rescue Grant, is expected in January of 2025. The D2 grant match of \$4,016 will be encumbered from this year's New Fire Equipment line item.
  4. The new printer, approved at the December meeting, is scheduled to be delivered today.
  5. The 2023-2024 LOSAP year funds in the amount of \$17,284.89 have been forwarded to Lincoln Financial Life Insurance Company for deposit into the listed member's LOSAP accounts.
  6. The fire company has been notified of the board's approval of the LED lighting project, to include reimbursement to the Chews Landing Fire Company #1 of \$6,740.00 for 50% of the

project cost. The funds will be encumbered, and paid to the fire company upon completion of the project.

7. As approved by the board, our annual holiday luncheon was held on December 18<sup>th</sup>. All who attended had an enjoyable time, and asked that I express their appreciation to the board.
8. The 2025-2028 Labor Agreement has been signed and initialed by all parties and will take effect on January 1, 2025.
9. The 2025 Introduced Operating Budget and all required supporting documents have been forwarded to the state. There have been a couple of minor follow-up questions from the DCA Examiner, all of which have been answered. We expect to have approval from the state to adopt the budget at our January 10, 2025 meeting.
10. **Request a Motion to approve the purchase of fire hose from Continental Fire and Safety of Hamilton, New Jersey, in an amount not to exceed \$5,000.00.** The sizes and lengths of the hose ordered will be provided at the January meeting.
11. End of Year Motions