

MINUTES

The regular meeting of the Board of Fire Commissioners, Fire District No. 1, was held on the above date at Hose Company No. 1. The meeting was called to order at 7:00 p.m. by Chairman Fisher with Commissioners Bowman, Leuliette, Schlindwein and Shelley present. Also, in attendance were Administrator Chesner, Chief Nutt, Deputy Chief Thomas, and Fire Official Orsini.

Chairman Fisher opened the meeting by reading the following statement by title only on a motion by Commissioner Leuliette, seconded by Commissioner Bowman:

Public Notice of this meeting, pursuant to the "*Open Public Meetings Act*," has been given by the Board of Fire Commissioners, Fire District No. 1, of the Township of Moorestown in the following manner: by posting written notice on the Public Meetings Act Bulletin Board in Town Hall on February 24, 2021 and entering the same in the official book of the Fire District in the Municipal Library; emailing written notice to the official newspaper, the Burlington County Times on March 9, 2021, same being published on March 11, 2021, filing written notice with the Clerk of the Township of Moorestown on March 4, 2021; filing written notice with the Clerk of the Board of Fire Commissioners, Fire District No. 1, mailing written notice to each person who has requested copies of the schedule of meetings and who has prepaid the fixed charge for such service, and other Social Media Outlets.

Following that, the Chairman led the Pledge of Allegiance to the Flag after which he identified the emergency exits.

MINUTES:

On a motion by Commissioner Bowman, seconded by Commissioner Shelley, the minutes of the January 25, 2022 were approved by the five Board members present.

TREASURER'S REPORT:

Commissioner Shelley presented the cash report for January 2022 mentioning that all accounts have been reconciled to the bank statements and reflects book balances as of January 31, 2022. The balances were \$1,032,292.42 in the PNC Bank Operating account, \$44,056.52 in the PNC Bank Payroll account, \$40,084.35 in the PNC Unemployment Trust account, \$3,903.99 in the PNC Flexible Spending account and \$2,148,182.84 in the NJ Cash Management Fund for a total cash balance in all bank accounts of \$3,268,520.12. The operating checking account bank balance was \$1,050,840.20 less outstanding checks of \$18,547.78. On a motion by Commissioner Schlindwein, seconded by Commissioner Leuliette, the cash report for January was accepted and approved by the five Board members present.

Commissioner Shelley presented the Statement of Expenditures through the disbursements of January 31, 2021. He stated that the budget had an unexpended balance of \$2,099,648.89 and we are 25% expended to date with all line items in good order.

Commissioner Shelley presented Checks #11936-11972 dated February 2022, two (2) payments to the N.J. State Health Benefits Program, two (2) payroll transfers, and two (2) payments to Prudential for DCRP, one (1) Sun Life Financial, and one (1) AMGuard Insurance Company all totaling \$175,172.18 with \$61,190.37 being charged against the 2021 budget. Commissioner Shelley and Administrator Chesner reviewed the larger disbursements, including the electronic fund transfers for the month. A motion was entered by Commissioner Bowman and seconded by Commissioner Schlindwein to approve the bills for payment. The vouchers were then approved by the five Board members present.

#### CORRESPONDENCE:

Chairman Fisher stated that the correspondence from the Emergency Squad was in response to the fire district's letter to them which was further discussed later in the meeting; we also received a thank you letter from the Poulson Family. Administrator Chesner stated that the Tax Certification for 2022 was sent to the Township of Moorestown Tax Assessor, County Tax Administrator, and Moorestown's Director of Finance to notify them of the new tax rate and the amount to be raised by taxation.

#### ADMINISTRATOR'S REPORT:

Administrator Chesner presented his following written report dated February 22, 2022:

Station 312 Exit Drive Update: CMA Group will begin work on Tuesday, March 1<sup>st</sup>; MEND has been notified of the same.

I have received a proposal from Millennium Inc. to have both rear doors at Relief placed on the key fob system. Millennium is the contractor that installed the new key system and security cameras at our buildings along with the township buildings. I will talk further on this during the meeting.

Windstream Update: Credits have been issued along with a rate roll-back. Station 312 is complete and phone lines are now Voice over Internet. Station 311 is scheduled to be ported on March 2<sup>nd</sup>.

Arc A Tech Solutions finished installing the speed controls for the seven (7) ceiling fans at Relief Engine Co. and six (6) ceiling fans at Hose Co. The fans work well and move a lot of air.

I have decided to switch our gas supply for both stations from Direct Energy back to PSEG. After comparing rates there will be a savings by doing the same. The change will be reflected on our March invoice.

The overhead door motor for 3126 and 3128 was replaced and the overhead door springs for Engine 3122 were replaced on Saturday after they gave way during a call.

George Bob has offered his services to work on some brick pointing at Station 312. I will talk further on this during the meeting.

Deputy Chief Thomas and I attended the viewing of Past Member of Hose Co. Albert Bove. The family was very appreciative.

I will report on the Fire District Election at the meeting.

I have completed the LOSAP contributions for 2021; in your packet you will find Resolution 2022-14 approving Volunteer Members who have Qualified for Credit. The total contribution for 2021 will be \$36,659.60. I'm waiting on Lincoln to send the contribution form so we can mail the check for deposit.

Jeff Gullo started on February 1<sup>st</sup> as the new Building Maintenance Worker for the district; he has jumped into the position with both feet working on the floors and other items around the buildings. We are excited to have Jeff on board.

Pay-Per-Call amounts for calls answered in January; the total payout \$14,320.00 of which \$4,800.00 is being paid out to those running on a nighttime duty crew.

#### CHIEF'S REPORT:

Chief Nutt presented his following written report dated February 22, 2022:

#### ***Incidents:***

##### Month of January

- Fire Calls - 52
- Fire Department Drills - 4
- Fire Police Drills - 2

##### Year to Date

- Fire Calls – 52
- Fire Department Drills – 4
- Fire Police Drills – 2

#### ***Operations (January):***

1/5/22 – Rescue 3119 – Structure Fire – 1356 Old Indian Mills Rd., D28.

1/25/22 – Engine 311 – Structure Fire – 117 Holiday St., D36.

1/26/22 – TF31 – Structure Fire – 741 Lippincott Ave., D31 – All Co's In Service.

1/26/22 – Ladder 3125 – Cover Assignment – 1712 Fire La., Joint Base McGuire/Lakehurst/Dix.

The Apparatus Committee met with a rep from Spartan. Currently scheduling an apparatus demo.

District 1's grid changes have been submitted to Central. The changes reduce the overall number of grids to nine. Five are geographical and four are specialty, to include one each for schools, nursing homes, Lockheed Martin, and Moorestown Hardware.

#### ***Training:***

Date	Type	Topic(s)	311	312	Total	Time	P/H
1/6/22	Station	SCBA Practical Evaluation	7	13	20	2	40
1/13/22	Station	SCBA Practical Evaluation / Equipment Review	9		9	2	18

1/13/22	Station	SCBA Practical Evaluation / Engine Co Ops Review		9	9	2	18
1/13/22	Fire Police	Maintenance		1	1	2	2
1/20/22	Station	SCBA Practical Evaluation / Equipment Review	10		10	2	20
1/20/22	Station	SCBA Practical Evaluation / Ground Ladders		11	11	2	22
1/20/22	Fire Police	Maintenance / SOG SOP Review	1	2	3	2	6
1/27/22	Station	SCBA Practical Evaluation / Hose Packing / Ladder Co Ops	14		14	2	28
1/27/22	Station	Maintenance	1	11	12	2	24
		TOTALS					178
		TOTAL TRAINING					178.75
		Instruction Time					13
		SCBA Time					10
		Driving Time					4.75
		Mobile Fill Time					1.5

### **Current Off-Site Registrations:**

Kirk Holmes – Chimney Fires 101 started 1/27/22.  
 Kirk Holmes – Managing the Mayday starts 2/23/22.  
 Kirk Holmes – Fire Attack and Flowpath starts 3/14/22.  
 Kirk Holmes – First 10 Minutes starts 4/21/22.  
 Brendan Maul – QTO Initial starts 2/26/22.  
 Justin Harvey – I200 starts 2/22/22.

### ***Membership:***

#### **New:**

Cindi Sanchez-Vicente – probationary firefighter assigned to Station 311 effective 2/1/22.

#### **Resigned/Terminated:**

Nicole Lane – terminated from Department by Battalion Chief Fitzgerald effective 2/10/22 for failure to complete probationary FF requirements, maintain percentages, and enroll in Firefighter 1.

### ***Apparatus:***

3122 – AGT Actuator Failed

Chief Nutt mentioned that the township is putting docks in at Strawbridge Lake. The officers have discussed the need for swift water rescue training and some form of a rescue boat. He will keep the Board up to date on the same. Administrator Chesner mentioned that there will be a total of three floating docks installed throughout the lake area.

**FIRE OFFICIAL’S REPORT:**

Fire Official Orsini presented his following written report dated February 22, 2022:

**Inspection summary report for the month of January 2022.**

**Inspections Performed**

- Periodic & Re-inspects **112**
- Complaint & Request **08**
- CSDCMAC & Permits **44**
- Other **05**
- **Total** **169**

	2016	2017	2018	2019	2020	2021	2022
Jan	190	186	226	184	211	187	169
Feb	142	176	109	174	147	130	
Mar	126	123	106	165	106	132	
April	128	85	132	153	74	138	
May	147	160	191	184	85	175	
June	138	136	115	153	135	161	
July	112	172	171	161	152	133	
Aug	172	122	204	181	182	216	
Sep	138	114	196	207	199	205	
Oct	90	86	158	126	227	149	
Nov	207	117	143	140	114	155	
Dec	172	185	146	152	138	150	
	1762	1662	1897	1980	1770	1931	

**Penalties Collected**

- Fire Code Violations \$0.00
- Dedicated 0.00
- False Alarm 600.00
- Administration 912.00
- **Total** **\$1,512.00**

**False Alarm Notices**

- Residential 09
- Commercial 08
- **Total** **17**

**Other**

**Monthly**      **YTD**

- Insp. Mann 78      78
- Insp. Clancy 68      68
- (1) Zoning reviews
- (2) Planning reviews
- 741 Lippincott – Attic/ Second floor bathroom ceiling – Undetermined
- iPad’s and electronic process

Fire Official Orsini spoke briefly on the 700 block of Lippincott Ave. fire and the possible cause and stated that all fire inspections are being performed electronically.

**BIDS & QUOTATIONS:**

Administrator Chesner reviewed the proposal from Millennium Communications Group Inc., the company we use for the key access system at both buildings, to install additional access control units on the two rear doors at Relief Engine Co. Administrator Chesner stated that the estimate is \$8,531.30 for two doors under state contract. After a brief discussion, the Board decided to table till next month’s meeting; they would like a better understanding of the proposal, in particular

the PIR Exit Sensors, and what the price would be if we only installed the access point on one of the two doors.

#### RESOLUTIONS:

2022-13 “A Resolution Amending Fire Department Section 9.0 of the Rules and Regulations and Policy 14.7 of the Moorestown Fire Department at First Reading” was read by the Administrator. Administrator Chesner reviewed the changes that was discussed at the last Board meeting. There being no questions on the resolution as read a motion was offered by Commissioner Leuliette and seconded by Commissioner Schlindwein approving the resolution at first reading. On a roll call vote, the five Board members present approved the resolution as presented.

2022-14 “Approving Volunteer Members Who Have Qualified for Credit Under the LOSAP Program for Year 2021” was read by the Administrator. There being no questions on the resolution as read a motion was offered by Commissioner Bowman and seconded by Commissioner Leuliette approving the resolution. On a roll call vote, the five Board members present approved the resolution as presented.

#### COMMITTEE REPORTS:

##### Buildings & Grounds:

Commissioner Schlindwein stated that once he receives the final gate quotes from Atco and Harris Fence Companies for the exit drive at Relief Engine Company, he will review them with the Board and Administrator Chesner.

##### Apparatus:

Commissioner Bowman briefly reviewed the committee meeting they had on Monday, January 31<sup>st</sup> with representatives from Campbell Supply. They gave a presentation on their Spartan Engine and Ladder Truck and suggested bringing the apparatus to our station for a test drive around town. Deputy Chief Thomas is working on scheduling the test drive with Campbell Supply.

##### Planning: No Report.

##### Recruitment & Retention:

Commissioner Schlindwein mentioned looking into using an IT company to manage our social media sites to enhance recruitment and retention. Commissioner Schlindwein briefly mentioned the company that Willingboro FD is utilizing and the flyer that they had sent out to residents recruiting volunteers. There was a brief discussion on the same. A meeting will be held by the committee to further the discussion.

##### Public Relations: No Report.

##### Benefits: No Report.

##### Information Technology:

Commissioner Schlindwein suggested that all Commissioners and the Administrator have access to the security cameras in real time. Administrator Chesner will reach out to the Township and see what steps need to be taken to have access on a mobile device.

SQUAD:

No representation present for the meeting.

There was a brief discussion regarding the correspondence received from the Squad.

OTHER BUSINESS:

Administrator Chesner stated that the Moriuchi Group will be here tomorrow to interview department members highlighting our volunteer fire department in a one-minute video which will be provided to us to post on our website. They are highlighting local businesses and organizations in town, and they have picked the fire department as one of the spotlights.

Administrator Chesner and Training Officer Santaspirt will be writing an article in Firehouse magazine regarding our RCBC incentive program which will be published in April.

PUBLIC SESSION:

Chairman Fisher opened the public session at 7:52 p.m.

Firefighter Every-Clayton voiced his concerns with the exit drive being installed at Relief Engine Company and his disapproval of the same. Chairman Fisher replied that the Board agreed that the exit drive will be valuable and that they have committed to the project.

There being no public in attendance the public the session was closed at 7:54 p.m.

ANNOUNCEMENTS:

Chairman Fisher congratulated Commissioners Bowman and Schlindwein on their re-election as Commissioners.

On a motion by Commissioner Shelley, seconded by Commissioner Schlindwein, the meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Samuel J. Schlindwein  
Secretary/Clerk