

July 26, 2022

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 Vice Chairman Leuliette with Commissioners Schlindwein, Shelley, and Bowman present. Also, in attendance was Administrator Chesner, Deputy Chief Thomas, Batt. Chief Fitzgerald, Chief Sheilds, and Fire Inspector DiPaolo.

Vice Chairman Leuliette opened the meeting by reading the following statement by title only on a motion by Commissioner Shelley, 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 March 2, 2022 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 2, 2022, same being published on March 6, 2022, filing written notice with the Clerk of the Township of Moorestown on March 2, 2022; 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 Vice Chairman led the Pledge of Allegiance to the Flag after which he identified the emergency exits.

Vice Chairman Leuliette noted that Chairman Fisher is absent for tonight's meeting.

MINUTES:

On a motion by Commissioner Bowman, seconded by Commissioner Leuliette, the minutes of the June 28, 2022 were approved by the two Board members present, with Commissioners Schlindwein and Shelley abstaining.

TREASURER'S REPORT:

Commissioner Shelley presented the cash report for June 2022 mentioning that all accounts have been reconciled to the bank statements and reflects book balances as of June 30, 2022. The balances were \$1,159,669.40 in the PNC Bank Operating account, \$45,133.65 in the PNC Bank Payroll account, \$40,589.26 in the PNC Unemployment Trust account, \$1,987.27 in the PNC Flexible Spending account and \$2,152,079.93 in the NJ Cash Management Fund for a total cash balance in all bank accounts of \$3,399,459.51. The operating checking account bank balance was \$1,284,889.61 less outstanding checks of \$125,220.21. On a motion by Commissioner Schlindwein, seconded by Commissioner Bowman, the cash report for June was accepted and approved by the four Board members present.

Commissioner Shelley presented the Statement of Expenditures through the disbursements of June 30, 2022. He stated that the budget had an unexpended balance of \$1,226,059.90 and we are 56% expended to date with all line items in good order.

Commissioner Shelley presented Checks #12119-12144 dated July 2022, two (2) payments to the N.J. State Health Benefits Program, two (2) payroll transfers, two (2) payments to Prudential for DCRP, and one (1) payment to AmGuard Insurance for \$4,746.89 all totaling \$107,108.16. 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 four Board members present.

CORRESPONDENCE:

Administrator Chesner stated that he sent a thank you letter to the Armstrong family for their generous donation.

ADMINISTRATOR'S REPORT:

Administrator Chesner presented his following written report dated July 26, 2022:

I'm still waiting on the formal proposal for an electronic gate for the exit drive at Station 312. The vendor is having issues nailing down a price due to fluctuating metal prices. He ballparked \$20,000 to \$25,000 for an electric gate with photo sensors.

We have received the licensing for the mobile app so the video cameras can be viewed on individual smartphones; I'm waiting on an additional public IP address to make this work.

Arc A Tech Solutions installed additional power outlets for the TVs in the Commissioners Meeting room and ran HDMI and a Fiber Optic Line to each TV. We can now view all TV's simultaneously and listen to presentations via the room wall speakers.

I'm still waiting on an install date for the new windows for Station 311.

Blades Landscaping finished planting the new shrubs and flowers in front of Station 311. We have installed temporary sprinklers till the plants get established.

Building Maintenance Worker Jeffrey Gullo will begin cleaning both stations on August 1st; we will no longer be using JanPro for our cleaning services.

On July 8th I posted the notice for filing an application for candidacy for the Office of Chief. The deadline is August 15th with the election to be held on Monday, November 14th. During the meeting we will need to appoint an Interview Committee. Members from the last Interview Committee were Chairman Fisher, Commissioner Bowman, Administrator Chesner, Firefighter Githens and Firefighter Wantrobski.

The visioning and branding meeting for our recruitment campaign was held on Thursday, July 21st at Station 312. Atmos Aerial Solutions took still shots during the first half of the meeting

and Communication Solutions Group lead the visioning and branding session. The meeting was well attended by the members of the department. I would like to thank everyone that attended the meeting. Next step: Communication Solutions will be meeting with the Recruitment Committee and review draft marketing material from ideas developed at the visioning session.

No additional information on the 2021 audit.

Pay-Per-Call amounts for calls answered in June; the total payout \$14,080.00 of which \$4,800.00 is being paid out to those running on a nighttime duty crew.

CHIEF'S REPORT:

Deputy Chief Thomas presented Chief Nutt's following written report dated July 26, 2022.

Incidents:

Month of June

- Fire Calls - 44
- Fire Department Drills - 5
- Fire Police Drills - 3

Year to Date

- Fire Calls – 261
- Fire Department Drills – 25
- Fire Police Drills – 13

Operations (June):

Engine 312 – 45 Hartford Road, D23, on 6/20/22 for a structure fire.

Stations 311 and 312 – Standby at stations on 6/20/22 for a bomb threat in District 2.

Engines 311 and 312 – 129 Oakmont Drive, on 6/20/22 for a vehicle fire.

RIT 311 – 20 Medley Lane, D16, on 6/30/22 for a structure fire.

Training:

Date	Type	Topic(s)	311	312	Total	Time	P/H
6/2/22	Department	Truck Co. Riding Assignments	13	14	27	2	54
6/9/22	Station	Truck Co. Riding Assignments	15		15	2	30
6/9/22	Station	Maintenance		9	9	2	18
6/16/22	Station	Truck Co. Riding Assignments	14		14	2	28
6/16/22	Station	Truck Co. Riding Assignments		7	7	2	14
6/16/22	Fire Police	Traffic Scene/Incident Setup	1	2	3	1.5	4.5
6/23/22	Department	Truck Co. Riding Assignments	11	9	20	2	40
6/30/22	Station	Truck Co. Riding Assignments	14		14	2	28
6/30/22	Station	Truck Co. Riding Assignments/Parade Preparation		9	9	2	18
6/30/22	Fire Police	Maintenance	1	2	3	1.5	4.5
		TOTALS					239

		TOTAL TRAINING					249.5
		Instruction Time					13.5
		SCBA Time					0
		Driving Time					4.5
		Mobile Fill Time					

Current Off-Site Registrations:

EJ Dime – The Fight to Survive – Starts 9/28/22 at BCESTC.
 Michael Fitzgerald Jr. – The Fight to Survive – Starts 9/28/22 at BCESTC.
 Michael Fitzgerald Jr. – Confined Space Awareness – Starts 8/30/22 at BCESTC.
 Michael Fitzgerald Jr. – Firefighter 2 – Starts 9/12/22 at BCESTC.
 Brian Hillers – I300 – Starts 10/12/22 at BCESTC.
 Brian Hillers – RIC Technician – Starts 11/16/22 at BCESTC.
 Peter Phillips – I300 – Starts 10/12/22 at BCESTC.
 Ian Thomas – I200 – Starts 10/22/22 at BCESTC.
 Ian Thomas – Truck Company Operations – Starts 10/4/22 at BCESTC.
 Jeffrey Young – Truck Company Operations – Starts 10/4/22 at BCESTC.

Membership:

New:

Jordyn Chezem – Junior Firefighter Assigned to Station 311 effective 7/26/22.

Apparatus:

Ladder 3125 had its ECM Module replaced at Johnson & Towers.
 Engine 3122 had its auxiliary return pipe on the pump repaired.
 Command 3100 had oil cooling lines replaced.

Deputy Chief Thomas noted that Probationary Firefighter David Schlindwein will be graduating Firefighter 1 this Thursday, June 28th.

Deputy Chief Thomas asked on behalf of Chief Nutt if discussion will take place on the purchase of a rescue boat to be housed at Station 311; Administrator Chesner replied that it would be discussed during the 2023 budget workshop meetings and that we may need to place on the ballot as a referendum question for rescue boats maybe considered a capital expense.

FIRE OFFICIAL’S REPORT:

Fire Inspector Thomas DiPaolo presented Fire Official Orsini’s following written report dated July 26, 2022:

Inspection summary report for the month of June 2022.

Inspections Performed

- Periodic & Re-inspects **100**
- Complaint & Request **03**
- CSDCMAC & Permits **83**
- Other **06**
- **Total** **192**

	2016	2017	2018	2019	2020	2021	2022
Jan	190	186	226	184	211	187	169
Feb	142	176	109	174	147	130	171
Mar	126	123	106	165	106	132	168
April	128	85	132	153	74	138	104
May	147	160	191	184	85	175	189
June	138	136	115	153	135	161	192
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	993

Penalties Collected

- Fire Code Violations \$500.00
- Dedicated 500.00
- False Alarm 1,1250.00
- Administration 0.00
- **Total** **\$2,250.00**

False Alarm Notices

- Residential 13
- Commercial 02
- **Total** **15**

Other

- | | <u>Monthly</u> | <u>YTD</u> |
|------------------------|----------------|------------|
| • Insp. Mann | 90 | 326 |
| • Insp. Clancy | 76 | 480 |
| • (0) Zoning reviews | | |
| • (0) Planning reviews | | |

BIDS & QUOTATIONS:

None.

RESOLUTIONS:

Administrator Chesner reviewed with the Board the purpose and benefits of entering into a cooperative pricing agreement with the Educational Services Commission of NJ for the purchase of goods and services.

2022-28 “A Resolution Authorizing the Board of Fire Commissioners to Enter into a Cooperative Pricing Agreement” was read by the Administrator. There being no questions on the resolution as read a motion was offered by Commissioner Shelley and seconded by Commissioner Schlindwein approving the resolution. On a roll call vote, the four Board members present approved the resolution as presented.

COMMITTEE REPORTS:

Buildings & Grounds: Administrator Chesner stated that Hutchinson made repairs to the air conditioning unit in the meeting room at Station 312 and the split system for the lounge at Station 312.

Apparatus: Commissioner Bowman noted that the Apparatus Committee met on July 14th. During that meeting the committee formed two groups; one that consists of 312 members/officers to discuss specs for the new ladder and the other consisting of 311 members/officers that will discuss specs for the new engine. The next meeting is scheduled for September 22nd. The committee will have a further report for the September meeting on the plan moving forward.

Planning: No Report.

Recruitment & Retention:

Commissioner Schlindwein noted that we had a good turnout for the visioning and branding meeting for our recruitment campaign on Thursday, July 21st at Station 312.

Commissioner Schlindwein also stated that the Committee met with two applicates for junior membership.

Public Relations: No Report.

Benefits: No Report.

Information Technology: No Report.

SQUAD:

Chief Sheilds stated that as of tonight they are at a total of 2,084 calls answered and noted that 3191 has been out for repairs.

Administrator Chesner thanked Chief Sheilds for assisting with the fire district's purchasing of AEDs as four were budgeted in 2022.

OTHER BUSINESS:

Administrator Chesner reviewed the Board's consideration in the purchase of fire department Blauer jackets with a removable liner from Hero Outfitters for all active members. Administrator Chesner noted that the cost would be roughly \$18,500 to purchase 54 jackets for each member and that the monies are available in promotions should the Board decide to move forward with the same.

The Board further discussed and agreed to move forward with the purchase. Administrator Chesner stated that he would request that Hero Outfitters drop off multiple sizes for members to try on. A motion was offered by Commissioner Schlindwein and seconded by Commissioner Shelley to purchase Blauer jackets with a removable liner from Hero Outfitters for all active

members not to exceed \$20,000. The Board also agreed that the member could place their station patch on the shoulder if they so desire. There being no further questions or comments on the motion the motion carried.

Administrator Chesner stated that we need to appoint an Interview Committee for the 2022 Chief's election. The Board decided to reach out to the Presidents of each station and ask for one member from each to join the committee; the committee will be memorialized at the August 23rd meeting.

PUBLIC SESSION:

Vice Chairman Leuliette opened the public session at 7:42 p.m.

There being no public in attendance the public session was closed at 7:43 p.m.

ANNOUNCEMENTS:

On a motion by Commissioner Shelley, seconded by Commissioner Schlindwein, the meeting was adjourned at 7:47 p.m.

Respectfully submitted,

Samuel J. Schlindwein
Secretary/Clerk