

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 Shelley, Schlindwein and Bowman present. Also, in attendance was Administrator Chesner, Battalion Chief Fitzgerald, Fire Official Orsini, and Account Clerk Jamerson.

Vice Chairman Leuliette opened the meeting by reading the following statement by title only on a motion by Commissioner Shelley, seconded by Commissioner Schlindwein:

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 8, 2023 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 10, 2023. same being published on March 15, 2023, filing written notice with the Clerk of the Township of Moorestown on March 8, 2023; 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.

MINUTES:

On a motion by Commissioner Bowman, seconded by Commissioner Shelley, the minutes of the November 28, 2023 were approved by the four Board members present.

TREASURER’S REPORT:

Commissioner Shelley stated that his cash report for November will be reported at January’s meeting and that an electronic copy will be provided in the next few weeks.

Commissioner Shelley presented the Statement of Expenditures through the disbursements of November 30, 2023. He stated that the budget had an unexpended balance of \$491,396.09 and we are 91% expended to date with all line items in good order.

Commissioner Shelley presented Checks #12647-12675 dated December 31, 2023, one (1) payment to PNC Visa Signature Business, two (2) payments to the N.J. State Health Benefits Program, two (2) payroll transfers, two (2) payments to Prudential for DCRP, all totaling \$102,162.43. Commissioner Shelley and Administrator Chesner reviewed the larger disbursements, including the electronic fund transfers for the month. A motion was entered by Commissioner Schlindwein and seconded by Commissioner Bowman 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 note to Murray Rosenblatt on 4 East Close for the generous donation to the fire department.

ADMINISTRATOR’S REPORT:

No Report.

CHIEF’S REPORT:

Vice Chairman Leuliette noted that Chief Nutt was not present to give his following written report dated December 2023. There being no question or comments on the report, a motion was offered by Commissioner Shelley and second by Commissioner Schlindwein to file the Chief’s report as presented. The motion was accepted by the four Board members present.

Incidents:

Month of November

- Fire Calls – 60
- Fire Department Drills - 4

Year to Date

- Fire Calls – 573
- Fire Department Drills – 47

Operations (November):

Engine 3112 to 16 Thornhill La., D16 for a structure fire on 11/8/23.

Ladder 3125 to 92 Kent Ave., D22 for a structure fire on 11/12/23.

TF3107 to 115 W. Camden Ave., D31 for a structure fire on 11/13/23.

Training

| Date | Type | Topic(s) | 311 | 312 | Total | Time | P/H |
|----------|-------------|---------------------------|-----|-----|-------|------|-------|
| 11/2/23 | Station | Maintenance | 9 | | 9 | 2 | 18 |
| 11/2/23 | Station | D/O Training | 1 | 6 | 7 | 2 | 14 |
| 11/9/23 | Department | Ropes and Knots/Gas Emer. | 10 | 13 | 23 | 2 | 46 |
| 11/9/23 | Fire Police | Maintenance | 2 | 2 | 4 | 2 | 8 |
| 11/16/23 | Department | WAMS Walkthrough | 17 | 11 | 28 | 2 | 56 |
| 11/30/23 | Department | Maintenance/Parade Prep | 20 | 13 | 33 | 2 | 66 |
| | | | | | | | |
| | | TOTALS | | | | | 208 |
| | | TOTAL TRAINING | | | | | 329.5 |
| | | Instruction Time | | | | | 23 |
| | | SCBA Time | | | | | 0 |
| | | Driving Time | | | | | 6.25 |
| | | Mobile Fill Time | | | | | .5 |

Current Off-Site Registrations:

-Richard Samson – I200 at BCESTC starts 2/24/24.

-Kirk Holmes – Mayday Mayday Mayday at BCESTC starts 3/26/24.

-Kirk Holmes – Basic Fire Police at BCESTC starts 4/6/24.

- Kirk Holmes – Firefighter II Hybrid at BCESTC starts 4/15/24.
- Kirk Holmes – Sizing Up the Enemy at BCESTC starts 2/11/24.
- Kirk Holmes – Flashover Recognition Training at BCESTC starts 3/11/24.
- Michael Fitzgerald Jr. – Sizing Up The Enemy at BCESTC starts 2/11/24.
- Michael Fitzgerald Jr. – Firefighter II Hybrid at BCESTC starts 4/15/24.
- Michael Fitzgerald Jr. – Fire Service Construction Principles at BCESTC starts 1/11/24.
- EJ DiMeo – Right Front Seat at BCESTC starts 4/8/24.
- EJ DiMeo – 1st 5 Minutes for Firefighters at BCESTC starts 4/22/24.
- EJ DiMeo – Basic Fire Police at BCESTC starts 4/6/24.

Membership:

Resigned/Terminated:

Charlie Schlindwein – Resigned from the Department effective 12/11/23.

FIRE OFFICIAL’S REPORT:

Fire Official Orsini presented his following written report dated December 12th:

Inspection summary report for the month of November 2023.

Inspections Performed

- Periodic & Re-inspects 87
- Complaint & Request 05
- CSDCMAC & Permits 31
- Other 01
- **Total 124**

Penalties Collected

- Fire Code Violations \$528.00
- Dedicated 250.00
- False Alarm 0.00
- Administration 131.00
- **Total \$909.00**

False Alarm Notices

- Residential 14
- Commercial 13
- **Total 27**

Other

- | | <u>Monthly</u> | <u>YTD</u> |
|--|-----------------------|-------------------|
| • Insp. Mann | 104 | 638 |
| • Insp. Clancy | 50 | 642 |
| • (1) Planning review – 201 Camden Ave | | |
| • (1) Zoning review – 800 N Church St | | |
| • Apartment fire at 115 Camden Ave–Bedroom first floor | | |

| | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 |
|-------|------|------|------|------|------|------|------|
| Jan | 186 | 226 | 184 | 211 | 187 | 169 | 185 |
| Feb | 176 | 109 | 174 | 147 | 130 | 171 | 150 |
| Mar | 123 | 106 | 165 | 106 | 132 | 168 | 135 |
| April | 85 | 132 | 153 | 74 | 138 | 104 | 110 |
| May | 160 | 191 | 184 | 85 | 175 | 189 | 174 |
| June | 136 | 115 | 153 | 135 | 161 | 192 | 139 |
| July | 172 | 171 | 161 | 152 | 133 | 145 | 126 |
| Aug | 122 | 204 | 181 | 182 | 216 | 212 | 172 |
| Sep | 114 | 196 | 207 | 199 | 205 | 144 | 146 |
| Oct | 86 | 158 | 126 | 227 | 149 | 124 | 154 |
| Nov | 117 | 143 | 140 | 114 | 155 | 136 | 124 |
| Dec | 185 | 146 | 152 | 138 | 150 | 109 | |
| | 1662 | 1897 | 1980 | 1770 | 1931 | 1863 | 1618 |

BIDS & QUOTATIONS:

None.

RESOLUTIONS:

Administrator Chesner noted that the proposed tax rate for 2024 will be .080 and that nothing in the 2024 budget has changed since the last budget workshop. He also reminded everyone that this year's ballot will include referendum questions regarding the breathing air compressor and replacement of SCBAs.

2023-30 "A Resolution Approving the Budget for the Fiscal Year January 1, 2024 to December 31, 2024" was read by the Administrator. There being no comments on the resolution as read a motion was offered by Commissioner Bowman and seconded by Commissioner Schlindwein approving the resolution. On a roll call vote, the four Board members present approved the resolution as presented.

2023-31 "Establishing the Date, Time and Place for the Holding of a Public Hearing on the 2024 Budget of the Board of Fire Commissioners, Fire District No. 1, Township of Moorestown, County of Burlington, New Jersey" was read by the Administrator. There being no comments on the resolution as read a motion was offered by Commissioner Schlindwein and seconded by Commissioner Shelley approving the resolution. On a roll call vote, the four Board members present approved the resolution as presented.

COMMITTEE REPORTS:

Buildings & Grounds: Administrator Chesner noted that the snowplow is ready for the season, Blades Landscape continues to do a great job with keeping the grounds clean, and he briefly updated the Board regarding the new Verizon lines that were installed at the Emergency Services Building.

Apparatus: No Report.

Planning: No Report.

Recruitment & Retention: Administrator Chesner mentioned that he is working on the first quarter flyer that will be mailed to all Moorestown residents. The flyer will include 2024 budget information and details on the fire district election. He is also going to reach out to our two members that attended the citizens fire academy for their approval to be mentioned on the flyer. We are considering another citizen fire academy this summer.

Public Relations: No Report.

Benefits: No Report.

Information Technology: Administrator Chesner stated that TechStarters will be upgrading our access points, firewall, and modem.

SQUAD:

No Report.

OTHER BUSINESS:

Vice Chairman Leuliette reviewed the Department's attendance policy for membership and the questions that were raised regarding some of the language under 3.2.6 Exempt Firefighter. After a thorough discussion amongst the Board, they agreed that exempt firefighter status does not excuse a member from the current attendance policy requirement. There was also a brief discussion regarding different trainings that could be counted as drill credit to help those that have a difficult time attending drills on Thursday nights.

Administrator Chesner noted that the Department meeting scheduled for December 14th will cover the 2024 budget, the Chief's presentation, and a special presentation; following that, the Board's Personnel Committee will review the survey monkey that was sent out to the members. The Department Officers and Administrator will be asked to leave the meeting at that time.

Administrator Chesner asked for the Board's opinion in having all Board members in attendance at the department meeting since this is not an official board meeting. Commissioner Shelley replied that if no comments or official action are made by those Board members not on the Personnel Committee, they should be able to sit in the meeting. The other members of the Board agreed.

PUBLIC SESSION:

Vice Chairman Leuliette opened the public session at 8:01 p.m.

Battalion Chief Fitzgerald suggested using the existing training module in Target Solutions for the drill percentage requirement; this can track designated training hours. He briefly discussed the same with the Board.

Fire Official Orsini thanked the Board for another great year; the Board replied thanking him and the Division of Fire Prevention for everything they do all year.

There being no further comments from those in attendance the session was closed at 8:07 p.m.

ANNOUNCEMENTS:

On a motion by Commissioner Shelley, seconded by Commissioner Bowman, the meeting was adjourned at 8:08 p.m.

Respectfully submitted,

Samuel J. Schlindwein
Secretary/Clerk