

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 7:30 p.m. by Chairman Fisher with Commissioners Bowman, Bixby, Shelley & Pluckhorn present. Also in attendance were Administrator Chesner, Administrative Clerk Williams, Fire Chief Green, Asst. Fire Chief Poole, Fire Official Worrell, Squad President Keyes, Fire Police Lieutenant Collins and Fire Police Lieutenant Boileau.

Chairman Fisher opened the meeting by reading the following "Open Public Meetings Act;" by title only,

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 6, 2009, and entering the same in the official book of the Fire District in the Municipal Library; mailing written notice to the official newspaper, the Burlington County Times on March 6, 2009; filing written notice with the Clerk of the Township of Moorestown on March 6, 2009; filing written notice with the Clerk of the Board of Fire Commissioners, Fire District No. 1; and 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.

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

MINUTES:

A motion was entered by Commissioner Bowman and seconded by Commissioner Bixby to approve the minutes of the December 8, 2009 meeting. Following Commissioner Shelley's correction of paragraph 2 on page 3, the motion continued and the revised minutes were approved by the five Board members present.

A motion was entered by Commissioner Bixby, seconded by Commissioner Pluckhorn to approve the minutes of the January 12, 2010 meeting. After it was decided that an insertion was necessary in the "Public Session" section on page 5, the motion continued and the corrected minutes were approved by the five Board members present.

TREASURER'S REPORT:

Treasurer Bowman presented the cash report for the month of December indicating balances of \$24,775.00 in the PNC Bank Checking account, \$20,425.60 in the PNC Bank Payroll account, \$509,372.23 in the PNC Bank Sweep account, \$28,863.47 in the PNC Unemployment Trust account and \$747,952.81 in the NJ Cash Management Fund for a total cash balance in all the bank accounts of \$1,331,389.11. On a motion by Commissioner Pluckhorn, seconded by Commissioner Bixby, the cash report was approved by the five Board members present.

Treasurer Bowman presented the Statement of Expenditures through the disbursements of January 26, 2010. He also presented an electronic fund transfer and Checks #5996-6116 for \$123,024.11 plus a payroll transfer of \$38,906.54 for an overall total of \$161,930.65. Following the explanation of a few bills by the Treasurer and the Administrator, on a motion by Commissioner Pluckhorn, seconded by Commissioner Shelley, the monthly bills were unanimously approved by the Board.

Commissioner Shelley requested that a Statement of Expenditures for period ending Dec. 31, 2009 be presented at the next Board meeting in February.

CORRESPONDENCE:

Administrator Chesner acknowledged the following correspondence:

- Resolution approving the 2010 salaries for the Board of Fire Commissioners, Fire District No. 1 was adopted by the Township Council at their regular meeting on Jan. 4, 2010.
- Letter from Jeffrey L. Boileau, Secretary of Relief Engine Co., naming the 2010 Officers at Relief Engine Company.
- Letters asking individuals to serve as tellers and judge at the upcoming fire district election.

ADMINISTRATOR'S REPORT:

Administrator Chesner commented on a few items in his monthly report dated January 26, 2010.

He stated that the Fire District Election would be held on February 20th from 2:00 pm till 9:00 pm and that this year we would have electronic voting machines. The ballot face has been approved; the election notices have been advertised and published; 5 tellers and a judge have agreed to work at the polls. Incumbent Fire Commissioners Peter R. Bowman and Eric J. Pluckhorn are running this year in addition to Samuel J. Schlindwein and Charles Howard Schuster for the full three-year terms.

The adopted budget which was sent to the Division of Local Government Services on January 14th for their certification has not been returned yet.

Seventeen newsletter articles were transferred to Perfect Printing today. We hope to have them delivered at least a week prior to the election.

The mileage reimbursement checks have been prepared and signed and will be given to the Battalion Chiefs this evening for distribution to members.

FP Lieut. Boileau has donated a picture for the Commissioner's Meeting Room that he won last year at the Wildwood Firefighter's Convention. The Board members thanked Boileau for his gift.

The Administrator also stated that he had received the annual report from the Employee Assistance Program which indicates that our members are aware of the program and are utilizing it.

CHIEF'S REPORT:

Acting Chief Green gave a verbal review of his written report dated January 26, 2010.

The fire department responded to 65 incidents during the month of December that consisted of 11 fire calls, 3 medical assists, 13 hazardous conditions (no fire), 6 service calls, 20 good intent calls and 12 false alarms. There were 2 department drills and 1 fire police drill.

There were 651 incidents in the Year 2009 that consisted of 51 fire calls, 8 overpressure rupture/overheat, 13 rescue/medical assist, 122 hazardous conditions (no fire), 74 service calls, 145 good intent calls, 235 false alarms, 2 severe weather and 1 special incident type. There were 48 department drills and 24 fire police drills.

Chief Green stated that the Moorestown Fire Department suffered a great loss with the passing of Albertus "Bert" Maurer on December 31, 2009 at his home.

He also commented on the two significant working fires that occurred in December. The first one was on December 11th at 10 Ramblewood Rd. The call was dispatched as a dwelling with people trapped, but all victims were out and accounted for upon fire dept. arrival. The fire was confined to a new addition under construction in the rear of the residence. The call was handled with the first alarm companies who did an excellent job in containing and extinguishing the fire.

The second working fire was on December 18th at 437 So. Church Street. Engine 3112 was in Mount Laurel when this call was dispatched. They broke away from that call and responded to So. Church Street. Ladder 2415 and Engine 2231 were also dispatched from their cover assignment at Station 363. Once again, an excellent job was done by all on the fire ground in containing this fire to the apartment of origin.

All of the new portables have been distributed to the Line Officers. All of the portables in the dept. have been reprogrammed by the county radio technicians.

Chief Poole and Training Officer Bickmore are setting up the two (2) gas meters that came in and developing the training for them. One will be placed in 3112 and the other in 3121.

Firefighters from our dept. attended a Christmas Parade in Collingswood with Engine 3111. They did not win any trophies this year, but will try harder next year.

The Overnight Duty Crew system has been restructured and there are now 4 crews. Three of the crews are riding with one extra firefighter. One crew has the misfortune of having to be on duty during almost every holiday in 2010.

FIRE OFFICIAL'S REPORT:

Fire Official Worrell commented on a few items from his written report dated January 2010. He thanked Chief Green for his daily morning visits; making sure that he is up-to-date on everything. Fire Official Worrell also reported that he had assigned Asst. Fire Marshal Schweiker as the lead

investigator for the Ramblewood Rd. fire, noting that Ken spent several hours, not all on the same day, working with insurance representatives and cause & origin investigators while formalizing his written report. Asst. FM Schweiker also took lead on the Park Blvd. stove fire.

Fire Office Worrell stated that the fire department suffered a major loss this past month with the passing of Chief Albertus Maurer, who not only served as a great firefighter/fire officer; but for 10 years Chief Maurer attended Division of Fire Safety classes to maintain his fire inspector certification and worked as an active fire inspector for this department. The image that Chief "Bert" left with this business community was nothing short of a man who dedicated his life to the "safety of others".

SQUAD:

Squad President Keyes reported that everything was running pretty well. He also stated that Chief Lee Ann Parry had returned to work.

BIDS & QUOTATIONS:

None.

RESOLUTIONS:

Administrator Chesner read Resolution 2010-07 "*Appointing a Chaplain of the Fire Department to Serve the Fire Department and Fire District for the Period January 1, 2010 to December 31, 2010*". Administrator Chesner commented that we never had an official chaplain before. He also stated that Rev. Stowell was more than willing to take on the official designation. Chairman Fisher opened the floor to the public for comment on the resolution as read. Commissioner Shelley stated that this will be done each year since all district officials are renewed annually.

Resolution 2010-07 was offered on a motion by Commissioner Shelley, seconded by Commissioner Bowman and on a roll-call vote, the resolution was unanimously adopted 5-0.

Administrator Chesner read Resolution 2010-08 "*Amending the Salaries of Certain Officials for the Period October 1, 2009 to December 31, 2009*". Afterwards, Chairman Fisher opened the floor to the public for comment on the resolution as read. There was no public comment.

Resolution 2010-08 was offered on a motion by Commissioner Shelley, seconded by Commissioner Pluckhorn. There being no question, on a roll-call vote, the resolution was unanimously adopted 5-0.

APPOINTMENTS & RESIGNATIONS:

None.

COMMITTEE REPORTS:

Buildings & Grounds: No report.

Apparatus: Chairman Fisher reported that the committee met last evening and is working on getting specifications together for the new engine.

Station/Master Planning: Committee Chairman Shelley reported that the planning committee last met in January and has had 9 meetings this year. They will meet again in February so that all committee members can review the report which will be submitted to the Board at the February 23rd meeting.

Benefits: No report.

Information Technology: Commissioner Bixby stated that he plans to meet with Chief Green in the near future. He also stated that he has not heard from Lockheed Martin, but would like to make contact with them to discuss the valuable hydrant information that's on the computers in the trucks. Chief Green is scheduled to attend a training class tomorrow night that will cover ways to manipulate information in the Firehouse Software to help get more useful information out of it such as exporting data into excel spreadsheets.

Recruitment and Retention/Public Relations: Commissioner Pluckhorn reported that the committee established goals for 2010 at their meeting in November. For recruitment purposes, they recently purchased an ad in the Annual Pancake Breakfast Advertising Book from the Moorestown Rotary Charities. Commissioner Pluckhorn also stated that their meetings will be held on the 3rd Monday of each month.

A lengthy discussion was held on the pay-per-call program concerning taxability of monies, rate of compensation, personnel law, etc. Attorney Richard Braslow's response to questions concerning compensation to volunteers was also discussed. It was concluded that counsel and/or Mr. Kelley, the Asst. Director of the US Dept. of Labor would have to be consulted. Also, Commissioners Bixby and Pluckhorn would collaborate on this matter and get an email to the Board members within a week or so concerning their findings.

OTHER BUSINESS:

Comments were made on new legislation which will extend "Lemon Law" protection to emergency vehicles.

Chairman Fisher asked Chief Green if he was happy with the newly modified job description for the Office of Chief. Chief Green responded that he was happy with it and it works fine for him.

A motion was made by Commissioner Shelley, seconded by Commissioner Bowman, that Anthony S. Green serve as Chief of the Moorestown Fire Department until the next Chief's election. Motion carried.

PUBLIC SESSION:

01/26/10

Fire Official Worrell commented that the sign (asking for volunteers) that Asst. FM Schweiker placed in front of the Emergency Services Building recently generated 2 new applications.

Commissioner Shelley stated that he had received complaints from several people that they were not receiving e-mails from the department. Chief Green stated that he and the training officer would generate an official e-mail list for general distribution.

Commissioner Shelley expressed concern that a district employee was using his personal vehicle to make inspections because he had no access to the company vehicle (2003 Impala) that usually sits idly in the parking lot. After a brief discussion with Chief Green, the Chief stated that he would get communication going between the battalion chiefs and the district office to make sure the fire inspector has access to the vehicle.

The Board members expressed their desire to review the specifications for the new engine before advertising in mid-March. They hope to approve the specs at the February 23, 2010 regular Board meeting.

Chairman Fisher announced there was a need to meet in Executive Session for personnel matters. On a motion by Commissioner Pluckhorn, seconded by Commissioner Bixby, the regular meeting was adjourned at 9:07 p.m. to enter into an Executive Session to discuss personnel issues.

RESOLVED, that pursuant to Section 8 of the Open Public Meetings Act (N.J.S.A. 40A:4-13), the public shall be excluded from that portion of the meeting involving personnel matters.

FURTHER RESOLVED, that the discussion of such subject matter in the Executive Session can be disclosed to the public at such time as is appropriate without prejudice to the interest of the Commissioners of Fire District No. 1 in the Township of Moorestown.

On a motion by Commissioner Bixby, seconded by Commissioner Shelley, the Executive Session was adjourned at 9:27 p.m.

On a motion by Commissioner Pluckhorn, seconded by Commissioner Bowman, the regular meeting reconvened and adjourned at 9:28 p.m. without further official action.

Respectfully submitted,

Karl A. Shelley
Secretary/Clerk