

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 Shelley with Commissioners Fisher, Schlindwein, Schuster & Bixby present. Also in attendance were Administrator Chesner, Administrative Clerk Williams, Fire Official Worrell, Training Officer Bickmore and Fire Police Lieutenant Boileau.

Chairman Shelley 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 3, 2010, 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 3, 2010; filing written notice with the Clerk of the Township of Moorestown on March 3, 2010; 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 Shelley led the Pledge of Allegiance to the Flag after which he indicated the emergency exits.

MINUTES:

On a motion by Commissioner Fisher, seconded by Commissioner Schlindwein, the minutes of the January 25, 2011 meeting were approved by the five Board members present with the understanding that corrections would be made on pages 2, 3 and 4 as pointed out by the Chairman.

TREASURER'S REPORT:

Treasurer Schlindwein presented the cash report for January 2011 indicating balances of \$25,000.00 in the PNC Bank Operating account, \$18,887.44 in the PNC Bank Payroll account, \$556,016.34 in the PNC Bank Sweep account, \$29,916.30 in the PNC Unemployment Trust account and \$290,147.61 in the NJ Cash Management Fund for a total cash balance in all bank accounts of \$919,967.69. On a motion by Commissioner Bixby, seconded by Commissioner Schuster, the cash report was accepted and approved by the five Board members present.

Treasurer Schlindwein presented the Statement of Expenditures through the disbursements of February 22, 2011 and stated that we had expended 15% of this year's budget. Commissioner Fisher made a motion that the Statement of Expenditures be received and filed. Motion carried.

Treasurer Schlindwein presented Checks #6678-6742 and other payments totaling \$249,997.97. After he and the Administrator commented on a few bills, on a motion by Commissioner Schuster, seconded by Commissioner Bixby, the monthly bills were approved for payment by the five Board members present.

CORRESPONDENCE:

Chairman Shelley acknowledged the letter to Mayor John Button from Chief Green concerning traffic control that was provided by the Fire Police at the Christmas Parade in December of last year. This assignment was normally handled by the Moorestown Police Dept., but could not be last year due to the lack of funds. Therefore, with planning assistance from the Moorestown Police Dept. and help from numerous outside agencies, the Moorestown Fire Dept. was able to complete this task and the parade went on as scheduled.

While it was an honor to be an integral part in the execution of the event, the Chief explained in the letter that the fact that all of the agencies involved are volunteer make future coordination of such an event a logistical nightmare. He further stated that the Moorestown Fire Dept. had to decline any future requests for assistance for traffic control and street closures for these types of events.

The chairman also acknowledged a letter from Ana Hemmert, Director of Market Deployment with Clearwire. The letter was written notification that Clearwire had decided to terminate their agreement with us to lease space at Station 312 for the installation of a wireless communications facility. They had previously informed the Board that they were putting a hold on most of their projects in the Philadelphia market and that they were terminating any active leases and building permits until the market design was re-evaluated.

ADMINISTRATOR'S REPORT:

Administrator Chesner commented on a few items in his written report dated February 22, 2011.

The new overhead door openers were ordered for Station 312; Cunningham Brothers, Inc. is scheduled to check the receivers for each door early next week.

CMA Group will install the new bollards around the generators as soon as the weather breaks.

The LOSAP total for 2010 is \$44,230.29; the largest annual contribution that the District has ever made for eligible participants.

The District's Annual Newsletter has been delivered to the residents of Fire District No. 1 and placed on the District's website.

Arrangements for this year's "Annual Awards Dinner & Chief's Installation", scheduled for March 26th at the Moorestown Community House are still underway. Funds were disbursed to make deposits to Sensational Host to cater the function, the Special K Band for entertainment and the Moorestown Community House for rental of their facility. Invitations were mailed on last Friday.

Bowman & Company is scheduled to begin the 2010 Financial Audit along with the LOSAP Audit on Monday, March 7th.

The administrator stated that after completion of the audit, he would meet with Idea Lab to update some of the graphics on the website and to organize some of the site's content.

Effective January 1, 2011, the bid threshold was changed from \$26,000 to \$17,500 for government agencies that don't have a Qualified Purchasing Agent which includes us. Consequently, we will need to receive quotes for any item or project that is greater than 15% of the bid threshold, \$2,625. The \$17,500 amount is consistent with State laws concerning compliance with "Pay-Per-Play" laws.

We recently received the snow reimbursement payment of \$2,467.50 for December 2009 storm expenses that we had incurred. The December 2010 storm has also been declared an emergency and funds are available for reimbursement. The administrator stated that he and representatives from Moorestown will attend a meeting pertaining to this on Friday, February 25th.

CHIEF'S REPORT:

It was announced that Chief Green would not be able to attend the meeting.

A motion was made by Commissioner Fisher, seconded by Commissioner Schuster, that Chief Green's written report dated February 22, 2011 be received and filed. Motion carried.

The chief's report included the following incident report.

The fire department responded to 70 incidents during the month of January that consisted of 8 fire calls, 2 rescue & emergency medical service incidents, 18 hazardous conditions (no fire), 14 service calls, 7 good intent calls and 21 false alarms/false calls. There were 4 fire department drills and 2 fire police drills.

Chairman Shelley stated that the Code 111 "building fire" type incidents which occur out of town that our fire department responds to are now being recorded under Code 571 "cover assignments".

FIRE OFFICIAL'S REPORT:

In addition to submitting his monthly report dated February 2011, Fire Official Worrell made the following comments.

FO Worrell reported that Fire Prev. Specialist Schweiker is working on Channel 6's "Save-A-Life" program. Schweiker and Administrator Chesner are scheduled to attend the luncheon for this event at the Philadelphia Fire Academy on March 15th. Evan Gill, a Moorestown Boy Scout, will accompany them per Schweiker's request. Evan's Eagle Scout project this year entails ensuring that smoke detectors are installed for the elderly and disabled.

FO Worrell also mentioned that free smoke detectors are given to our fire department each year at this luncheon.

FO Worrell, in response to Commissioner's Schuster question, explained the increase in the fire investigation report fee that went into effect in January. Because our photos are now digital, we have to include a photo disc with each written report. The increase covers the additional cost of the disc.

BIDS & QUOTATIONS:

None.

RESOLUTIONS:

Resolution 2011-09 "*Approving the Consumer Price Index Adjustment for the 2010 LOSAP Contribution*" was read by Administrator Chesner and offered on a motion by Commissioner Schuster, seconded by Commissioner Bixby. There being no comments or questions from the public, on a roll-call vote the resolution was unanimously adopted 5-0.

Resolution 2011-10 "*Approving Volunteer Members Who Have Qualified for Credit under the LOSAP Program for Year 2010*" was read by Administrator Chesner and offered on a motion by Commissioner Bixby, seconded by Commissioner Schindwein. Administrator Chesner stated that he would post the qualifications to be eligible for LOSAP credit on the District's website. There being no comments or questions from the public, on a roll-call vote the resolution was unanimously adopted 5-0.

APPOINTMENTS & RESIGNATIONS:

The Chairman stated that the Training Officer's Report is now being included in the Chief's Report. He also announced the following membership changes.

- Kyle Mohen resigned from the Department on 02/08/2011.
- Jeffrey Dever was assigned to Station 312 as a Junior Member on 01/19/2011.

COMMITTEE REPORTS:

Buildings & Grounds: See the "Administrator's Report".

Apparatus: Committee Chairman Fisher stated that the committee did not meet in January. He reported that minor issues with the new Engine 3122 are being dealt with. Overall, the engine is well designed, easy to operate and the firefighters are pleased with it.

He also stated that Chief Green had been asked to evaluate Engine 3121 and the rescue tool package on Unit 3119. This request was in accordance with the recommendations made by the Apparatus Committee in 2010 that apparatus be evaluated on their 10-year and 15-year anniversaries to determine if they are current with NFPA standards. The report is due later this spring.

Planning: Committee Chairman Shelley stated that the committee met on February 14th. A report which has been prepared and approved will be distributed at the Board meeting in March.

Recruitment and Retention: Commissioner Schlindwein reported that an applicant is scheduled to be interviewed on this Thursday night.

After discussing the two possible dates to host "Family Fun Night" at the fire dept., June 30th was selected. Schlindwein stated that he will meet with Ken Schweiker to discuss recruitment efforts at Moorestown Day on June 4th. Jeff Boileau offered the assistance of the Safe-Ride kids on that same day.

Public Relations: None.

Benefits: Commissioner Bixby stated that the committee will meet in March at which time they will re-evaluate the Pay-Per-Call program.

Information Technology: No report.

Squad: No report.

ELECTION RESULTS:

Board Secretary Charles H. Schuster, Clerk of the Election, reported the results of the Fire District Election for Moorestown Fire District No. 1, held on February 19, 2011 as follows:

	Polls	Absentee	Total
<u>Candidates (Full Term):</u>			
Stephen H. Bixby	85	41	126
R. Max Fisher	90	43	133
<u>Write-In:</u>	0	0	0
<u>Year 2011 Annual Budget:</u>			
Yes	69	28	97
No	23	16	39
<u>Year 2011 Capital Project (Fire Vehicles):</u>			
Yes	67	25	92
No	27	20	47

OTHER BUSINESS:

Discussion concerning restructuring of the Fire District's Organizational Chart ensued. It was decided that Chairman Shelley, as personnel director, would speak with the Chief and Asst. Chief about this matter before any changes are made.

Commissioner Schuster suggested that the Benefits Committee develop a policy for firefighters requesting that the District pay for their EMT courses and continuing education courses.

There was a brief discussion about the status of the Auxiliary of the Moorestown Fire Dept. The Administrator will contact the organization's president, Stella Hearn, to talk about this matter.

PUBLIC SESSION:

Fire Police Lieutenant Boileau thanked everyone for their thoughts and prayers during his convalescence. He also submitted a letter of thanks to the Board for letting the teens use the Commissioner's meeting room for Moorestown's Safe Ride program. Chairman Shelley read the letter stating that the program started Sept. 10, 2010 and ended on December 18, 2010. They were closed over the holidays and re-opened on January 7, 2011. While in operation, the staff worked very hard to make sure that students of Moorestown High had a safe ride home on Friday & Saturday nights. The totals so far are as follows: Calls – 162, Passengers – 317, Miles – 1,069. The chairman thanked Jeff or his report.

On behalf of the firefighters of Moorestown Fire District No. 1, Andrew Stowell asked the Board for permission to participate in this year's 2011 Stair Climb in Philadelphia. The event is held to raise funds for the American Lung Association and will take place on Saturday, March 19th beginning at 8:30 a.m. in Philadelphia. Stowell stated that he would email a letter to the Board and the Chief detailing what will be needed as pertaining to gear, air pacs, etc. He also stated that they raised approximately \$2,500 for this event last year at Bertucci's Italian Restaurant in Moorestown. Bertucci's sponsors our fire dept. by donating 15% of the cost of each meal that is purchased at their restaurant on the evening of March 14th.

Fire Official Worrell announced that plans for the 3rd Annual Explorer/Junior Firefighter Competition are underway. He stated that he'd like for our firefighters to participate in this event this year which is being held at the Emergency Services Training Center in Westampton on Saturday, May 21st.

ANNOUNCEMENTS:

On a motion by Commissioner Schlindwein, seconded by Commissioner Bixby, the regular meeting was adjourned at 9:07 p.m.

Respectfully submitted,

Charles H. Schuster
Secretary/Clerk