

August 31, 2010

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, Bixby, Schlindwein & Schuster present. Also in attendance were Administrator Chesner, Administrative Clerk Williams, Training Officer Bickmore, Asst. Chief Poole, and Squad President Keyes.

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.

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On a motion by Commissioner Schuster, seconded by Commissioner Schlindwein, the minutes of the July 27, 2010 meeting were approved by the five Board members present.

TREASURER'S REPORT:

Treasurer Schlindwein presented the cash report for July 2010 indicating balances of \$25,000.00 in the PNC Bank Operating account, \$20,126.47 in the PNC Bank Payroll account, \$434,953.26 in the PNC Bank Sweep account, \$29,574.62 in the PNC Unemployment Trust account and \$289,827.54 in the NJ Cash Management Fund for a total cash balance in all bank accounts of \$799,481.89. On a motion by Commissioner Fisher, seconded by Commissioner Schuster, the cash report was approved by the five Board members present.

Treasurer Schlindwein stated that the Statement of Expenditures through the disbursements of August 31, 2010 indicates that we have expended 61% of this year's budget.

Treasurer Schlindwein presented checks #6406-6445 totaling \$108,849.18 for payment. On a motion by Commissioner Fisher, seconded by Commissioner Schuster, the monthly bills were approved for payment by the five Board members present.

CORRESPONDENCE:

Chairman Shelley stated that the correspondence which was related to members' appointments and resignations would be reviewed later in the meeting.

ADMINISTRATOR'S REPORT:

Administrator Chesner reviewed a few items from his monthly written report dated August 31, 2010.

The Administrator stated that T-N-T Painting began the exterior painting at Relief Engine Company on today. He also mentioned that the new copier for the first floor of the District office had arrived and was working well.

He stated that the boiler inspections at both stations were good, although a rusted 3-inch fill pipe was found at Relief. The pipe was replaced by R. J. Pascone Plumbing Heating Cooling, Inc. The system has been re-filled and is ready for another winter season.

Wayne Miller removed two small trees and trimmed a few branches on a tree that was hanging over the shed in the rear of Station 311. Quotes were received from both Wayne Miller and Elite Landscaping for clean-up around Station 311; particularly the plantings that divide our property and Mr. Campises'.

The Administrator stated that no bids were received at the Bid Opening on August 26th to sell the 2002 Chevrolet Impala; therefore, it can be sold at private sale. He suggested that the Board establish a minimum purchase price, have ads in the firehouses so that interested parties could submit amounts in a sealed envelope with the highest one getting the vehicle. If no bids are received in that manner, we can place the Impala in front of Station 311 with a sign on it and advertise via eBay or Craigslist.

CHIEF'S REPORT:

Chairman Shelley announced that Chief Green could not attend tonight's meeting as he was in New Hampshire.

Chief Green's written report dated August 31, 2010 included the following incident information:

The fire department responded to 64 incidents during the month of July that consisted of 5 fire calls, 21 hazardous conditions (no fire), 10 service calls, 5 good intent calls and 23 false alarms/false calls. There were 5 fire department drills and 2 fire police drills.

Chairman Shelley mentioned the disproportionate amount of mutual aid that we give in comparison to the amount that we receive. He stated that he will present his concern to the Chief.

FIRE OFFICIAL'S REPORT:

On a motion by Commissioner Fisher, seconded by Commissioner Schuster, the Fire Marshal's written report dated August 2010 was received and filed.

Commissioner Schuster complimented our fire official and fire inspector on the way that they dress and present themselves to the community daily. He had witnessed other inspectors whose manner of dress was the opposite and/or not as professional.

BIDS & QUOTATIONS:

Discussion ensued about what step to take next since no bids were received on the 2002 Chevrolet Impala. The Board decided to set the minimum selling price at \$4,200. The Administrator was asked to post ads at both fire stations indicating the price of \$4,200 and if no interest came from the membership, to place the vehicle in front of Station 311 with a "For Sale" sign on it.

RESOLUTIONS:

Resolution 2010-22 "*Establishing the Positions of Pay-Per-Call Firefighter and Pay-Per-Call Fire Police*" was read by the Administrator. A motion was entered by Commissioner Fisher, seconded by Commissioner Schlindwein to approve the resolution at 1st reading. The Chairman stated that there would be a 2nd reading at the Sept. 28th Board meeting to adopt the policy and a 3rd resolution would include the names of the individuals that would be paid. There being no comments or questions from the public on the resolution, on a roll-call vote the resolution was approved at 1st reading by the five Board members present.

APPOINTMENTS & RESIGNATIONS:

Chairman Shelley announced the following membership changes:

- Jessica Friedel resigned from the Department on 7/27/10.
- Thomas Fischer's status was changed from Probationary to Active on 2/04/10.
- Leif Tornberg's status was changed from Junior to Probationary on 2/26/10.
- Carmen Costa resigned from the Department on 8/27/10.
- Kyle Mohen's probationary period was extended until 1/29/11.
- Nick Brandimarto was operationally suspended on 8/16/10.
- Peter Bowman was operationally suspended on 8/16/10.

COMMITTEE REPORTS:

Buildings & Grounds: Administrator Chesner stated that he had signed a contract with Expert Pest Control for snow removal at no price change. Following a brief discussion about the landscaping work that needed to be done around Station 311, the Board consented to the administrator proceeding with the project and having Elite Landscaping complete the work.

Apparatus: Commissioner Fisher reported that the new engine was on the assembly line and that delivery is expected in mid-October. The administrator stated that he had been notified by Ed Miller that it would be ready during the week of Oct. 7th and would have to be inspected within 10 days of that date. They both anticipate flying our members out around Oct. 11th which will include R. Max Fisher, Ritchie Bowman, Jeff Nutt and a 4th individual.

Commissioner Fisher also reported that they are experimenting with an on-going cyber-meeting of the Apparatus Committee. They are discussing replacement periods for all apparatus, possible replacement of the Brush truck and others. They will submit a recommended replacement schedule with a spreadsheet anticipating the cost of the apparatus which will be forwarded to the Planning Committee to determine how much money to place in reserve each year to fund the program.

Chairman Shelley announced that budget preparation was coming soon and asked that everyone submit their requests so that we do not get backed up.

Station/Master Planning: Committee Chairman Shelley stated that their meeting scheduled for last Friday was postponed; they will meet in September.

Recruitment and Retentions: The Board approved Commissioner Schlindwein's request to order from Town Line Trophies 2 banners to be used for recruitment purposes and 1 for fire prevention. The Board approved the purchase.

Commissioner Schlindwein stated that the Membership Committee will be changing a couple of rules and regulations in the near future for members that don't meet the qualifications to maintain active status. The administrator reported that any changes or updates to the rules and regulations would be posted on the Dept.'s website; noting that they would no longer distribute the changes via paper.

Public Relations: Chairman Shelley reported that our administrator and members of our board along with representatives from Fire District #1, the school board, municipality and the library board met at the school board offices in August to discuss shared services. They reviewed things that we currently do and services that might be beneficial to the community. They also put together a resource list of things we are currently sharing and those that we may possibly share down the road. Some examples were energy, fuel and payroll services. They plan to meet again in October.

Administrator suggested cutting costs by publishing our articles in the Township's newsletter each year prior to our election. He will call and see how often Patricia Hunt publishes the Township's newsletters.

Benefits: Commissioner Bixby reported that the Pay-Per-Call Policy that had been revamped was in the packets. He also stated that he and the administrator plan to ask Firehouse programmers to work on adding the Per-Per-Call pay calculations to our existing software.

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It was also decided that a Dept. Drill would be held on Sept. 23rd to further expound on the program, answer questions if any and collect documents needed to add the participants to payroll.
Information Technology: Commissioner Bixby stated that the committee is scheduled to meet in October to prepare their 2011 Budget requests.

Squad: No report.

OTHER BUSINESS:

The Board approved the use of our Fire Police to assist with traffic control during the Lions Club Christmas Parade this year.

ANNOUNCEMENTS:

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

Respectfully submitted,

Charles H. Schuster
Secretary/Clerk