

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 and Bixby present. Also in attendance were Administrator Chesner, Administrative Clerk Williams, Chief Green, Battalion Chief Thomas, Fire Police Lieutenant Boileau and Squad Treasurer Collins.

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, 2011, 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 7, 2011; filing written notice with the Clerk of the Township of Moorestown on March 3, 2011; 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, the Chairman 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 Schuster, the minutes of the September 27, 2011 meeting were approved by the five Board members present.

On a motion by Commissioner Bixby, seconded by Commissioner Schuster, the minutes of the October 11, 2011 meeting were approved by the five Board members present.

TREASURER'S REPORT:

Treasurer Schlindwein presented the cash report for September 2011 indicating balances of \$25,000.00 in the PNC Bank Operating account, \$19,829.92 in the PNC Bank Payroll account, \$767,829.99 in the PNC Bank Sweep account, \$30,726.09 in the PNC Unemployment Trust account and \$290,384.17 in the NJ Cash Management Fund for a total cash balance in all bank accounts of \$1,133,770.17. On a motion by Commissioner Fisher, seconded by Commissioner Bixby, the cash report was accepted and approved by the five Board members present.

Treasurer Schlindwein presented the Statement of Expenditures through the disbursements of October 25, 2011 and stated that 83% of this year's budget had been expended to date.

The Treasurer presented Checks #7075-7124, a payment to the N.J. State Health Benefits Program, and a principal & interest payment on the Series 2004 Bond all totaling \$248,117.17.

After he and the Administrator commented on several bills, a motion was entered by Commissioner Bixby and seconded by Commissioner Schuster to approve the bills for payment. Motion carried.

CORRESPONDENCE:

Chairman Shelley acknowledged the letter to Chief Green from Fire Official Cynthia Maahs Knobbs of Moorestown Fire District No. 2. She thanked the Moorestown Fire Dept. for participating in their Fire Prevention Open House which was held on Monday, October 10th.

ADMINISTRATOR'S REPORT:

Administrator Chesner commented on a few items from his written report dated October 25, 2011. He stated that the Pay-Per-Call amounts for the month of September had been placed on the membership's section of the District's website; daytime calls were worth \$7.09 and all-calls were worth \$5.83.

The Administrator thanked everyone that was involved in the Division of Fire Prevention's Open House this year and he stated that we had another successful year.

He also stated that a lot of things were done in the buildings. Among those was plumbing work on the squad's side of the building that was completed by R. J. Pascone Plumbing & Heating. Also, refrigeration specialists replaced the water curtain on the ice machine at Station 311.

Booker Flooring will be replacing the stair treads on the squad's side of the building on October 31st. This will include the four stairs leading to the elevated office on the 2nd floor.

Administrator Chesner stated that he, Commissioner Fisher, Commissioner Shelley and Maintenance Engineer Bowman met with representatives from Garrison Architects for a kick-off meeting concerning the feasibility study at Relief Engine Co. He also stated that before we move forward and spend resources on a structural analysis of the siren tower, later tonight we will discuss whether or not it's worth keeping.

CHIEF'S REPORT:

Chief Green offered a few comments from his written report dated October 25, 2011 which included the following incident report:

The fire department responded to 59 incidents during the month of September that consisted of 1 fire, 1 mutual aid building fire, 16 hazardous conditions (no fire), 10 service calls, 3 good intent calls, and 28 false alarms/false calls. There were 4 fire department drills and 2 fire police drills.

Chief Green reported that service work was completed on Rescue 3119, although the unit will be returned to Helmrich on tomorrow to get a fuel leak repaired. Fire & Safety located and repaired an air leak on Engine 3112.

Chief Green commented on the great turnout at our Open House this year and the great job done by all. He stated that our Dept. had a few pieces of apparatus that were involved in various fire prevention demonstrations this month at other stations. Ladder 3125 participated in Lenola Station 313's Open House and Rescue 3119 in Maple Shade Station 101's Open House. The

Chief also offered thanks to all that gave up their time to make those visits happen. The Dept. was invited to assist the Mt. Laurel Fire Dept. with their Fire Prevention Display, but was unable to take part.

Fire Dept. physicals were held at Station 311 on October 11th & 18th. The 7 firefighters that did not take advantage of Virtua being in our offices will get theirs at Virtua's facility in Westampton, NJ.

Chief Green announced the retiring of Chief William Ruggiano of Lenola Fire Company after 37 years as Chief. Deputy Chief Robbie Grant will become the Acting Chief. Chief Ruggiano's retirement dinner will be held on November 5th, the same night of Relief Engine Company's Ladies Night.

Commissioner Fisher asked Chief Green if he had received an answer to his letter about the issue with Central Dispatch that happened in August; there were numerous problems with the communications center in the handling of a call. Chief Green stated that he is still waiting to hear from them. Commissioner Fisher was very concerned and stated that this was not acceptable. Chairman Shelley stated that we had followed procedure with an official complaint to the County and someone should be responsible and address this issue. The Chief was directed to forward a copy of his original letter to the Public Safety Director asking for a response as soon as possible.

FIRE OFFICIAL'S REPORT:

Chairman Shelley directed the Administrator to ask the fire official to identify the investigations that his division makes in his monthly report.

In Fire Official Worrell's absence, a motion was entered by Commissioner Fisher, seconded by Commissioner Schlindwein, that his written report dated October 2011 be accepted and filed. Motion carried.

BIDS & QUOTATIONS:

None.

RESOLUTIONS:

Resolution 2011-30 "*Appointing a Pay-Per-Call Firefighter*" was read by the administrator and offered on a motion by Commissioner Schlindwein, seconded by Commissioner Schuster. There being no comments, on a roll-call vote, the resolution was unanimously adopted 5-0.

Resolution 2011-31 "*Amending the Section 125 Plan for Employees of the Fire District*" was read by the administrator and offered on a motion by Commissioner Fisher, seconded by Commissioner Schuster. There being no comments, on a roll-call vote, the resolution was unanimously adopted 5-0.

Resolution 2011-32 "*Dissolution of the Auxiliary of the Moorestown Fire Department*" was read by Administrator Chesner and offered on a motion by Commissioner Schlindwein, seconded by Commissioner Schuster. The administrator was asked to search for the resolution that started the

Auxiliary which was around 1989. Chairman Shelley wanted to know what was written in the Constitution of the Auxiliary about the handling or disposal of the organization and its assets. There being no further comments, on a roll-call vote, the resolution was unanimously adopted 5-0.

APPOINTMENTS & RESIGNATIONS:

Chairman Shelley announced the following membership changes:

- FF Karl D. Schute – Junior Member Assigned to Station 311 on Sept. 27, 2011
- FF Colin P. McNamara – Junior Member Assigned to Station 312 on Sept. 27, 2011
- FF Bradley R. Holden – Status Changed from Probationary to Active on Oct. 6, 2011
- FF Jesse D. Fante – Junior Member Assigned to Station 312 on Oct. 13, 2011.

COMMITTEE REPORTS:

Buildings & Grounds: Commissioner Fisher commented that the administrator and maintenance engineer were doing their usual good jobs in getting projects done that were planned and/or unplanned.

Commissioner Fisher commented on the meeting that he, Chairman Shelley, Administrator Chesner and Maintenance Engineer Bowman had with representatives of Garrison Architects on last Thursday at Station 312. The purpose of the meeting was to bring clarity to Garrison as to the purpose of the facility assessment of Relief Engine Co. which is to ensure that the building conditions are safe, suggest changes to accommodate future uses and to review all systems including plumbing and electrical. There was also discussion about the future of the siren tower. Commissioner Fisher asked the Board if they thought that the siren was still needed to avoid additional structural analysis of the roof and siren tower. Comments were made as to whether there was any obligation to the county or township to keep the siren. Chief Green stated that it was outdated technology. The chairman was concerned if we had a backup system in place that could notify all firefighters within seconds of a call. Following comments from the Chief and Officers it was concluded that the siren does not serve any purpose; therefore the administrator was asked to inquire about the cost of removal.

Planning: Committee Chair Shelley stated that the committee met briefly last week, although he was absent. The Administrator is working on the Power Point program that will convey high points of their comprehensive report regarding the District. Hopefully the presentation will be ready for their next meeting scheduled for Monday, Nov. 21st at 9:00 a.m.

Recruitment & Retention/Public Relations: Commissioner Schlindwein stated that Robert O'Donnell and Gerard Toscani recently turned 18 and therefore will be transitioning from junior to probationary status. Schlindwein also stated that he will be processing 1 more application for junior membership.

Commissioner Schlindwein stated that in the near future he would like to have an open discussion about the existing membership requirements. He would like for the Dept. to consider opening up its boundaries to surrounding townships. He knows of one individual and two certified firefighters that are interested in joining as volunteers with our Fire Dept, but do not live or work in Moorestown.

Benefits: None.

Information Technology: None.

Apparatus: Commissioner Fisher opened discussion concerning the disposal of Engine 3111 and the disposal or replacement of Unit 3126. Following a lengthy discussion between the Board, officers and members present, a motion was entered by Commissioner Schlindwein, seconded by Commissioner Fisher, that funds be placed in reserve over the next 2 years for the replacement of 3126 and when it becomes available the third engine will be placed at Station 311 at which time Engine 3111 will be disposed of. Motion carried.

SQUAD:

Squad Treasurer Collins stated that the squad is looking at purchasing a new or refurbished Ford Gasoline Ambulance costing between \$140,000 & \$180,000. They will keep us apprised as they move forward.

OTHER BUSINESS:

None.

PUBLIC SESSION:

Fire Police Lieutenant Boileau reminded everyone of the Firefighter's Assn. Meeting and Memorial Service scheduled to be held on Nov. 16th at Station 311 starting at 8:00 p.m.

Chairman Shelley asked the administrator to direct the employees of the Fire District and Officials of the Fire Dept. to not send any correspondence to any representative or division of a local, state or federal government prior to it being approved by the Board of Fire Commissioners, especially in cases where political positions are being addressed. We are to make certain that we are all on the same page and not taking a position as an individual. Also, having the correspondence reviewed by another individual ensures that there are no grammatical mistakes and that the information within is clearly stated and easy to understand.

Administrator Chesner stated that the salaries of the BOFC for the Year 2012 needed to be established. On a motion by Commissioner Schlindwein, seconded by Commissioner Fisher, it was decided that there would be no salary increase for the Board members. Motion carried. The administrator stated that he would have the resolution drafted and ready for the Nov. 8th meeting.

ANNOUNCEMENTS:

On a motion by Commissioner Schlindwein, seconded by Commissioner Schuster, the regular meeting was recessed at 9:20 p.m. and the 2012 Budget Work Session convened at 9:21 p.m.

During the budget workshop general discussion took place on a few line items and the operations, training and prevention budgets were finalized.

On a motion by Commissioner Fisher, seconded by Commissioner Schlindwein, the Budget Workshop Session was adjourned at 10:40 p.m.

On a motion by Commissioner Fisher, seconded by Commissioner Schlindwein, the regular meeting was reconvened and adjourned at 10:41 p.m. without any further action.

Respectfully submitted,

Charles H. Schuster
Secretary/Clerk