

November 24, 2009

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, Acting Fire Chief Green, Acting Asst. Fire Chief Poole, Fire Official Worrell, Acting Battalion Chief Booth, Training Officer Bickmore, Squad President Keyes, Squad Vice-President Sheilds, Squad Treasurer 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:

The minutes of November 10th meeting were deferred till the December 1st meeting.

TREASURER'S REPORT:

Treasurer Bowman presented the cash report for the month of October indicating balances of \$24,980.05 in the PNC Bank Checking account, \$23,268.96 in the PNC Bank Payroll account, \$307,005.49 in the PNC Bank Sweep account, \$28,851.42 in the PNC Unemployment Trust account and \$747,523.92 in the NJ Cash Management Fund for a total cash balance in all the bank accounts of \$1,131,629.84. 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 November 24, 2009. He also presented an electronic fund transfer and Checks #5877-5960 for \$58,895.49 plus a payroll transfer of \$37,962.66 for an overall total of \$96,858.15. Treasurer Bowman mentioned that we have spent 80% of our allocated budget. Following the explanation

of a few bills by the Treasurer, on a motion by Commissioner Bixby, seconded by Commissioner Shelley, the monthly bills were unanimously approved by the Board.

CORRESPONDENCE:

Chairman Fisher acknowledged the following correspondences:

- Thank you to the Fire District from Betsy Schnorr and Kathy Carswell, Co-Chairs of the STEM organization
- Chief William Ruggiano's thanks to Acting Battalion Chief Booth for his very informative drill at the Moorestown High School
- Chief Peter J. Finley, President of the NJ Career Fire Chief's Association requesting that we consider hiring a full time uniformed fire chief
- Letter from Administrator Chesner on behalf of the Board requesting a squad representative to attend the Board meeting on Nov. 24th
- Letter from Administrator Chesner on behalf of the Board to the Township Planning Board concerning the possible parking plan behind the business district on Main Street
- Letter from Administrator Chesner on behalf of the Board to Township Manager Christopher Schultz concerning Union Street being changed to a one-way street
- Letter from Acting Fire Chief Green to Kevin Donnelly from Monmouth-Ocean County Service Corp. concerning lifting assistance to transport companies

UNFINISHED BUSINESS:

Chairman Fisher asked that a decision be made as to whether Commissioners should continue receiving health benefits and asked that before a motion is offered, if any Commissioner had any further comment on the subject. Hearing none, a motion was offered by Commissioner Shelley and seconded by Chairman Fisher that health benefits for the Board of Fire Commissioners, including healthcare, dental and prescription be ceased as of December 31st of this year. The motion was defeated on a 3 to 2 vote with Commissioner Bowman, Commissioner Pluckhorn and Commissioner Bixby as the 3 "no" votes.

Commissioner Shelley asked that legal council be consulted as to whether an elected official can vote on their own benefits and whether the resolution that is drafted and given to Township Council approving board member salaries should include health benefits received as additional compensation.

Chairman Fisher stated that legal council will be consulted on the issue.

ADMINISTRATOR'S REPORT:

Administrator Chesner commented on a few items in his monthly report dated November 24, 2009. He noted that he met with a representative from Clear Wireless on Wednesday the 18th and executed the lease of the communications tower. He noted that if everything is approved by the Township including the drawings by the Board, the construction may start as early as April of 2010. The monthly rent payment by Clear Wireless will commence 15 days after the start of construction.

ACTING CHIEF'S REPORT:

Acting Chief Green gave a verbal review of his written report dated November 24, 2009.

The fire department responded to 57 incidents during the month of October that consisted of 6 fire calls, 2 overpressure ruptures, 14 hazardous conditions (no fire), 5 service calls, 10 good intent calls and 20 false alarms. There were 5 department drills and 2 fire police drills.

Acting Chief Green asked the Board if retired Fire Chief Constantine, Jr. could continue as the liaison between the fire department and Lockheed Martin. The Board didn't see an issue and advised Acting Chief Green to move forward with the request.

Acting Chief Green also asked the Board about family members walking in the Christmas Parade. After a brief discussion, the idea was tabled till next year's Christmas Parade so time can be taken to insure safety and consult our insurance carrier as to whether we need a rider for such an activity. He also commented on Firehouse Software and the mutual aid responses that are found on the reports generated for the commissioners' meetings. Acting Chief Green is looking into why a response to Voorhees made during a cover in Evesham isn't reflected in the report supplied.

FIRE OFFICIAL'S REPORT:

Fire Official Worrell highlighted a few items from his written report dated November 2009. He also reported that as of tonight's meeting, his office had received \$38,508.00 in registration fees, \$3,838.00 in smoke detector inspections and \$1,800.00 in penalties. He made mention that the State still owes the fire district registration fees for the last two quarters.

BIDS & QUOTATIONS:

None.

RESOLUTIONS:

Administrator Chesner read Resolution 2009-36 "APPOINTING VIRTUA AT WORK TO ASSIST THE BOARD OF FIRE COMMISSIONERS ON HEALTH AND SAFETY MATTERS BEGINNING NOVEMBER 1, 2009 AND REMAINING IN FORCE FOR ONE YEAR". Afterwards, Chairman Fisher opened the floor to the public for comment on the resolution as read. There was no public comment.

Resolution 2009-36 was offered on a motion by Commissioner Bowman, seconded by Commissioner Bixby. There being no question, on a roll-call vote, the resolution was unanimously adopted 5-0.

APPOINTMENTS & RESIGNATIONS:

None.

COMMITTEE REPORTS:

Buildings & Grounds: Administrator Chesner commented on his written report that listed some of the items that had been repaired in and around the buildings and also noted that the sprinkler and fire alarm inspection passed in both buildings. He also noted that Cinnaminson Fire District performed the annual fire inspection in both buildings. Two minor items were found and addressed by Maintenance Engineer Ritchie Bowman. He also reported on the work that Tait Roofing performed on the rear exterior wall and roof at Station 311.

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

Station/Master Planning: Committee Chairman Shelley reported that the planning committee met earlier in the month and they are working on several issues including pay-per-call.

Recruitment and Retention/Public Relations: Commissioner Pluckhorn reported that the committee met last Monday and they are looking at working with the Mayor on several different issues; an additional report will follow.

Benefits: None.

Information Technology: None.

SQUAD:

President Tom Keyes mentioned that the newly refurbished 3192 is in service and the dedication of 3192 will be a small dedication after the Christmas parade on December 5th.

OTHER BUSINESS:

The Board reviewed the media release written by Commissioner Pluckhorn and Administrator Chesner concerning the removal of the sign indicating the future site of the Moorestown Fire Department. With no objections from the Board, Administrator Chesner stated that he would post it on the website and Commissioner Pluckhorn stated that he would place it in the Moorestown Sun. Maintenance Engineer Ritchie Bowman will remove the sign as soon as possible.

PUBLIC SESSION:

Fire Police Lieutenant Boileau offered thanks from Moorestown Safe Ride to the Board. He also mentioned that they had 127 calls and 204 safe rides logging 673 miles since the beginning of 2009.

On a motion by Commissioner Pluckhorn, seconded by Commissioner Bowman, the regular meeting was recessed at 8:00 pm and the 2010 Budget Work Session convened at 8:00 pm.

General discussion resumed on the budget.

Chairman Fisher asked the Squad members present to review their request for the Board to consider placing \$60,000 in their upcoming budget to assist in their next refurbished ambulance. Squad Treasurer Collins and Vice President Shields gave background information on the need for another refurbished ambulance in year 2011, the latest financials of the Squad, and reviewed their new response plan with Lenola Emergency Squad that started on Monday, November 8th. A lengthy discussion took place between the Board and the representatives from the Squad which including the Squads future replacement schedule for their ambulances and the delivery date of the ambulance that funds are being requested for from the Board. Discussion took place about allocating money over three years at \$20,000 a year assuming the delivery of the refurbished ambulance is in 2012. Chairman Fisher thanked the Squad for their thoughts on the matter. The Board proceeded into budget discussion in which they mentioned that they would give serious consideration to the Squad's request and do what they could for them. Administrator Chesner indicated that he did place \$30,000 in the proposed budget for the evening.

Administrator Chesner projected both the fire district worksheets along with the NJ State budget on the screen and reviewed both documents. He also indicated the amount that the district is over the CAP in the proposed budget and informed the Board that he received the CNC-3 form from the Township Tax Assessor indicating that our ratables dropped by \$56,198,236.00 caused by appeals during the Township Revaluation. He went on to mention that the drop in ratables would cost the fire district a little over \$24,000. Administrator Chesner also mentioned the purchases that were made for Operations since the last Board meeting.

The Board reviewed each budget line item and discussed many at length.

Commissioner Bixby addressed the proposed pay-per-call system. After a lengthy discussion, it was decided to place \$80,000 in the proposed budget and eliminate monies allocated for uniform allowance and mileage reimbursement.

The Board decided to continue with the awards dinner in 2010 at a cost of \$10,000 and eliminate the annual picnic.

Operations, Training and the Division of Fire Prevention each reviewed their proposed budgets. Particular attention was taken concerning Personal Protective Equipment and the Buildings and Grounds accounts.

The Board ended the workshop session discussing the request for monies to be placed in the budget to assist the Squad with the refurbishment of their next ambulance in year 2011. After some discussion, the Board decided that they will assist the Squad with the \$60,000 in the 2011 and the 2012 budgets but place nothing in the 2010 budget because of capital commitments of their own.

Chairman Fisher stated there was a need to meet in Executive Session for salary discussions. On a motion by Commissioner Bixby, seconded by Commissioner Bowman, the workshop session would be adjourned to enter into an Executive Session to discuss personnel matters and that the regular meeting would be reconvened for the purpose of adjournment only. Motion carried.

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.

The workshop session was adjourned at 10:54 pm and the Executive Session convened at 11:00 pm.

On a motion by Commissioner Pluckhorn, seconded by Commissioner Shelley, the Executive Session was adjourned at 11:45 pm and the regular meeting reconvened and adjourned at 11:46 pm without further official action.

Respectfully submitted,

Karl A. Shelley
Secretary/Clerk