

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 7:00 p.m. by Chairman Fisher, with Commissioners Leuliette, Schlindwein, Shelley, and Bowman present. Also, in attendance was Administrator Chesner, Chief Nutt, Deputy Chief Thomas, Batt. Chief Fitzgerald, Training Officer Santaspirt and Fire Official Orsini.

Chairman Fisher opened the meeting by reading the following statement by title only on a motion by Commissioner Shelley, seconded by Commissioner Bowman:

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 2, 2022 and entering the same in the official book of the Fire District in the Municipal Library; emailing written notice to the official newspaper, the Burlington County Times on March 2, 2022, same being published on March 6, 2022, filing written notice with the Clerk of the Township of Moorestown on March 2, 2022; filing written notice with the Clerk of the Board of Fire Commissioners, Fire District No. 1, 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, and other Social Media Outlets.

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

MINUTES:

On a motion by Commissioner Bowman, seconded by Commissioner Schlindwein, the minutes of the August 23, 2022 were approved by the five Board members present.

Chairman Fisher thanked Commissioner Shelley for his role as Treasurer for the Fireman's Relief Association and further thanked the association for the general meeting that they held in which they explained in detail the benefits that our members are eligible to receive.

TREASURER'S REPORT:

Commissioner Shelley presented the cash report for August 2022 mentioning that all accounts have been reconciled to the bank statements and reflects book balances as of August 31, 2022. The balances were \$1,483,071.65 in the PNC Bank Operating account, \$46,364.39 in the PNC Bank Payroll account, \$41,035.53 in the PNC Unemployment Trust account, \$1,968.57 in the PNC Flexible Spending account and \$2,157,785.86 in the NJ Cash Management Fund for a total cash balance in all bank accounts of \$3,730,226.00. The operating checking account bank balance was \$1,520,334.78 less outstanding checks of \$37,290.32 and an adjustment for 27.19.

On a motion by Commissioner Leuliette, seconded by Commissioner Bowman, the cash report for August was accepted and approved by the five Board members present.

Commissioner Shelley presented the Statement of Expenditures through the disbursements of August 31, 2022. He stated that the budget had an unexpended balance of \$985,854.35 and we are 65% expended to date with all line items in good order.

Commissioner Shelley presented Checks #12162-12161 dated September 2022, two (2) payments to the N.J. State Health Benefits Program, three (3) payroll transfers, three (3) payments to Prudential for DCRP, one (1) payment to AmGuard Insurance for \$6,154.77, and one (1) interest charge from PNC for \$27.19 all totaling \$312,210.24. Commissioner Shelley and Administrator Chesner reviewed the larger disbursements, including the electronic fund transfers for the month. A motion was entered by Commissioner Bowman and seconded by Commissioner Schlindwein to approve the bills for payment. The vouchers were then approved by the five Board members present.

CORRESPONDENCE:

Administrator Chesner stated that Hose Company sent three letters to the Board. Letter one, requesting that the opener for bay door (4) be replaced; Administrator Chesner mentioned that he received a quote from Cunningham Brothers in the amount of \$2,995.00 to replace the door opener. Second letter, inquiring about significant cracks in the back of the Emergency Services Building; Administrator Chesner replied that he had contacted an engineer to examine the cracks/separation in the block wall, he will keep the Board posted on same. Letter three, informed the Board that they are looking into conducting a raffle as a means to bring in revenue to the company and noted that they will comply with all regulatory requirements.

ADMINISTRATOR'S REPORT:

Administrator Chesner presented his following written report dated September 27, 2022:

We have received the licensing for the mobile app so the video cameras can be viewed on individual smartphones. I'm still waiting on an additional public IP address to make this work. I asked that Windstream expedite this so we can move forward with implementation. Once our contract is nearing completion with Windstream, we will be moving services to Comcast or if ready Verizon FIOS.

I'm still waiting on an install date for the new windows and door at Station 311.

I finally got all the sizes for the member jackets, and we placed the order this past week. We ordered 48 coats w/liners. I will keep you posted on the arrival date.

The Chief's Election is scheduled for Monday, November 14th. We will be interviewing both candidates on Monday, September 26th. A committee report will be presented at the September Board Meeting.

In your Correspondence File you will find three letters dated September 21st from Hose Company. The letter concerning the cracks in the back wall and separation in some of the

corners; Structural Engineer Tom Kulp was called and will look at the same. The overhead motor for Door #4; Cunningham Brothers has been called and will work on same. I will talk further on this during the meeting.

The department and recruitment website are moving along nicely. I will review the new website, recruitment site and flyer/mailler at the meeting.

We have firmed up pricing for the Chief’s Installation Dinner to be held early 2023. We have pricing from the Spirit of Philadelphia, Merion Caterers, Riverton CC and the Camden County Boathouse. I would like to further discuss at the meeting and book one of the four.

Station 311 will host the Burlington County Chief’s Association Meeting on Wednesday, October 5th.

No additional information on the 2021 audit.

Pay-Per-Call amounts for calls answered in August; the total payout \$12,665.00 of which \$4,800.00 is being paid out to those running on a nighttime duty crew.

FIRE OFFICIAL’S REPORT:

Fire Official Orsini presented his following written report dated September 27, 2022:

Inspection summary report for the month of August 2022.

Inspections Performed

- Periodic & Re-inspects 128
- Complaint & Request **08**
- CSDCMAC & Permits **68**
- Other **08**
- **Total 212**

Penalties Collected

- Fire Code Violations \$0.00
- Dedicated 0.00
- False Alarm 3,650.00
- Administration 0.00
- **Total \$3,650.00**

False Alarm Notices

- Residential 04
- Commercial 09
- **Total 13**

Other

- Insp. Mann 77 **YTD 517**
- Insp. Clancy 69 **605**
- (0) Zoning reviews

	2016	2017	2018	2019	2020	2021	2022
Jan	190	186	226	184	211	187	169
Feb	142	176	109	174	147	130	171
Mar	126	123	106	165	106	132	168
April	128	85	132	153	74	138	104
May	147	160	191	184	85	175	189
June	138	136	115	153	135	161	192
July	112	172	171	161	152	133	145
Aug	172	122	204	181	182	216	212
Sep	138	114	196	207	199	205	
Oct	90	86	158	126	227	149	
Nov	207	117	143	140	114	155	
Dec	172	185	146	152	138	150	
	1762	1662	1897	1980	1770	1931	1350

- (0) Planning reviews
- Fire Prevention Night is October 14th from 6-9 pm. Sign-ups for school visits and open house are posted.

Chief Nutt arrived at the meeting at the conclusion of the Fire Officials report.

General discussion took place concerning the hydrants on Main Street and the fact that the Township informed the fire department that the hydrants on the north side of Main Street from the King's Highway Water Treatment Plant to Poplar Ave. should be avoided and to use the south side water main in the case of a fire. A new water main is scheduled to be installed but the timing has yet to be determined. Continued discussion took place on the hydrants on Main Street and the need for further discussion with the Township on the water system.

Chairman Fisher asked Fire Official Orsini how their office handles construction fences, i.e., the Cooper Medical Facility at the Mall while under construction. Fire Official Orsini indicated that there is a Knox Box located in the front on the Route 38 side and the fence is open during the day. Fire Official Orsini will notify the officers of the same.

CHIEF'S REPORT:

Chief Nutt presented his following written report dated September 27, 2022.

Incidents:

Month of August

- Fire Calls – 58
- Fire Department Drills - 4
- Fire Police Drills - 2

Year to Date

- Fire Calls – 414
- Fire Department Drills – 33
- Fire Police Drills – 17

Operations (August):

F3101 – Station 111 – OIC Regional Cover Assignment during D70 Structure Fire on 8/7/22.

RIT311 – 208 ½ Hooker Street, D70 for a Structure Fire on 8/7/22.

Bruck Truck 312 – D16 Jazz Fest on 8/14/22.

Brush Truck 312 – 1601 Taylors Lane, D20 for a Brush Fire on 8/15/22.

Ladder3125 – Station 221 for a Cover Assignment on 8/16/22.

RIT311 – 2044 Route 206, D17 for a Structure Fire on 8/17/22.

Station312 (Duty Crew) – IFO Station 319 for a Vehicle Fire on 8/31/22.

The spreadsheet containing data on the needed boots and helmets has been completed and I will be reaching out for quotes.

Training:

Date	Type	Topic(s)	311	312	Total	Time	P/H
8/4/22	Station	Engine Co. Ops.	13		13	2	26
8/4/22	Station	Engine/Ladder D/O Training	1	7	8	1.5	12
8/11/22	Department	Riding Assignments Eval	11	7	18	3	54
8/11/22	Fire Police	Maintenance	1	2	3	2	6

8/18/22	Department	Live Burn	11	4	15	4	60
8/25/22	Department	Water Rescue Intro. w/D23	13	10	23	2.5	57.5
		TOTALS					215.5
		TOTAL TRAINING					357.5
		Instruction Time					43
		SCBA Time					11
		Driving Time					5.75
		Mobile Fill Time					.5

Membership:

New:

Avery LaMonica – Junior FF assigned to Station 311 effective 9/21/22.

Changed:

FF David Schlindwein – Probationary to Active status effective 9/21/22.

Apparatus:

Rescue 3119 – NightScan Lighttower repair completed.

Chief Nutt is inventorying the helmets that need replacement and will work with Administrator Chesner on purchasing same; he also informed the Board that Junior Firefighters are now allowed to attend Firefighter I according to the new legislation. He added that more PPE will need to be ordered for the Junior Firefighters that attend Firefighter I.

The Burlington County Chief's Dinner will be held at Station 311 on November 2, 2022.

BIDS & QUOTATIONS:

None.

RESOLUTIONS:

2022-29 “Appointing A Pay-Per-Call Firefighter” was read by the Administrator. There being no questions on the resolution as read a motion was offered by Commissioner Bowman and seconded by Commissioner Leuliette approving the resolution. On a roll call vote, four Board members present approved the resolution as presented, with Commissioner Schlindwein abstaining.

COMMITTEE REPORTS:

Buildings & Grounds: Administrator Chesner asked for a motion to purchase the Number (4) door opener from Cunningham Brothers in the amount of \$2,995.00 per Hose Co. request. General discussion took place on the same. A motion was offered by Commissioner Leuliette,

seconded by Commissioner Shelley to purchase the door opener in the amount of \$2,995.00. There being no further discussion or comment the motion passed by all five Board Members.

Administrator Chesner gave an update on the gate at Relief Engine Co. Still struggling with getting a company to supply a quote to the fire district. Will continue to reach out to fence companies and do our best to get pricing.

Administrator Chesner stated that he reached out to Structural Engineer Tom Kulp to look at the separation in the block in the rear of Station 311. He is waiting to hear back from him.

Apparatus: Commissioner Bowman noted that the Apparatus Committee will meet on October 27th and discuss the purchase of Engine 3112 and Ladder 3125 as a group now that the sub-committees are finalizing the specifications with each manufacturer.

Planning: No Report.

Recruitment & Retention: Administrator Chesner reviewed with the Board the new department website and recruitment website.

Commissioner Leuliette asked for a motion to purchase (2) \$100 gift certificates to an MBA business that we will raffle off live on Facebook for those that scan the QR Code during Autumn in Moorestown. A motion was offered by Commissioner Shelley, seconded by Commissioner Bowman to purchase both gift certificates. There being no further questions or comments the motion was passed by all five Board Members.

Commissioner Schlindwein indicated that we received (3) probationary applications and (1) junior application that will be deferred till December.

Public Relations: No Report.

Benefits: No Report.

Information Technology: No Report.

SQUAD: No Report.

OTHER BUSINESS:

Administrator Chesner reviewed with the Board the venues that Account Clerk Jamerson had contacted for the Chief's Installation Dinner. We received quotes from the Spirit of Philadelphia, The Merion, Riverton Country Club and the Camden County Boathouse. After a brief discussion on each the Board agreed to move forward with The Merion at an estimated price of \$19,800 with the event being held on Friday, March 3, 2023. Administrator Chesner thanked Account Clerk Jamerson for all of her time and effort compiling the information for the Board and visiting the different venues.

PUBLIC SESSION:

Chairman Fisher opened the public session at 8:09 p.m.

There being no comment from the public the session was closed at 8:10 p.m.

EXECUTIVE SESSION:

Commissioner Shelley made a motion, seconded by Commissioner Schlindwein, to enter into an Executive Session and that official action may take place. The regular meeting was recessed at 8:11 p.m. to enter into an Executive Session to discuss the 2023 salaries for the Shared Services Employees.

RESOLVED, that pursuant to Sections 7 and 8 of the Open Public Meetings Act (N.J.S.A. 10:4-12), 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 Shelley, seconded by Commissioner Schlindwein, the Executive Session was adjourned, and the Board re-entered the Regular Meeting at 9:17 p.m.

ANNOUNCEMENTS:

On a motion by Commissioner Shelley, seconded by Commissioner Schlindwein, the meeting was adjourned at 9:18 p.m.

Respectfully submitted,

Samuel J. Schlindwein
Secretary/Clerk