

February 28, 2023

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, and Shelley present. Also, in attendance was Administrator Chesner, Chief Nutt, Battalion Chief Fitzgerald, and Fire Official Orsini.

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

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 Shelley, seconded by Commissioner Schlindwein, the minutes of the January 24, 2022 were approved by the four Board members present.

Chairman Fisher noted that Commissioner Bowman would not be attending this evening’s meeting.

TREASURER’S REPORT:

Commissioner Shelley presented the cash report for January 2023 mentioning that all accounts have been reconciled to the bank statements and reflects book balances as of January 31, 2023. The balances were \$1,017,471.89 in the PNC Bank Operating account, \$47,872.91 in the PNC Bank Payroll account, \$41,583.20 in the PNC Unemployment Trust account, \$33,777.10 in the PNC Flexible Spending account and \$2,180,443.88 in the NJ Cash Management Fund for a total cash balance in all bank accounts of \$3,328,956.44. The operating checking account bank balance was \$1,032,322.24 less outstanding checks of \$15,686.98 and an adjustment of \$836.63. On a motion by Commissioner Leuliette, seconded by Commissioner Schlindwein, the cash report for January was accepted and approved by the four Board members present.

Commissioner Shelley presented the Statement of Expenditures through the disbursements of January 31, 2023. He stated that the budget had an unexpended balance of \$2,330,255.16 and we are 56% expended to date with all line items in good order. Administrator Chesner noted that the expenditures included the encumbered amount to Pierce for the new apparatus.

Commissioner Shelley presented Checks #12309-12352 dated February 28, 2023, two (2) payments to the N.J. State Health Benefits Program, two (2) payroll transfers, two (2) payments to Prudential for DCRP, one (1) payment to AmGaurd Insurance Company for \$4,425.19 all totaling \$253,917.64 of which \$67,842.15 was charged to the 2022 budget. Commissioner Shelley and Administrator Chesner reviewed the larger disbursements, including the electronic fund transfers for the month. A motion was entered by Commissioner Schindwein and seconded by Commissioner Leuliette to approve the bills for payment. The vouchers were then approved by the four Board members present.

CORRESPONDENCE:

Chairman Fisher recognized that the Moorestown Varsity Boys' Basketball team won the South Jersey Group 3 Championship and will be competing for the State Championship.

ADMINISTRATOR'S REPORT:

Administrator Chesner presented his following written report dated February 28, 2023:

Peterson Heating and Air replaced the blower motor in boiler #1 and the circulator pump relay at Station 312; All-Ways Heating and Air replaced the pressure relief valve on boiler #2.

I signed a contract with Master Wire MFG, Inc. for the exit gate at Station 312. I purchased the gate operator under the ECNJ Co-Op from Fox Fencing, and the electrical will also be done under the ECNJ Co-Op via Northeast Electric. I anticipate the project being completed Mid-March.

I contacted CMA Group to repair the handicap ramp at Station 311 along with the sidewalk/ramp at Station 312. Keep you posted on the start date.

I received the following information from Pierce:

- Aerial Job # 40360
- Pumper Job #40361
- Pre-Construction Meeting for both pieces will be scheduled in October/November of 2024
- Final Inspection of both pieces scheduled for June 12, 2025 (28 Months)

The Recruitment Committee met with Communications Solutions on January 31st. On the wish list; possible newsletter/2nd Flyer and a video release with firefighter interviews. We will do the interviews during live fire evolutions at the academy.

The squad will be hosting the Moorestown Improvement Association on Thursday, March 16th at 7PM in their apparatus bay; they are highlighting non-profits in town. Also scheduled that evening is the Boater Safety Course. The MIA has been asked to find parking off site. Both Cornerstone and Chase Bank will allow parking during the evening.

Below are the Fire District Election Official Results:

	Polls	Absentee	Total
<i>Candidates: (Full Term)</i>			
R. Max Fisher	29	351	380
Brian J. Hillers	34	236	270
Grant R. Leuliette	44	321	365
<i>Year 2023 Annual Budget:</i>			
YES	57	372	429
NO	3	188	191
<i>Rescue Boat:</i>			
YES	55	344	399
NO	5	214	219

The 2021 audit is complete; we had no findings nor discussion items. I had sent to the Board, via e-mail, the Exit Conference Report that details balances, revenues, and total expenditures. Once I receive the final audit package, I will publish the Synopsis of the Audit and file the same with the Division of Local Government Services. I will have the Group Affidavit and the resolution reviewing the 2021 audit prepared for the regular meeting in March; this is one month earlier than the 2020 audit.

The Reorganization Meeting is scheduled for March 7th; Solicitor Heinold's partner Steve Raymond will be present to administer the oaths of office.

We received the 38 lengths of hose that we ordered from last year on Monday: 36 sections of 1.75" and 2 Sections of 2.5".

Pay-Per-Call amounts for calls answered in January; the total payout \$11,640 of which \$4,800 is being paid out to those running on a nighttime duty crew.

Administrator Chesner discussed the cost increase for the fire election due to the requirement for vote-by-mail ballots to be mailed to Moorestown residence. He explained the different options to reduce the cost which included the possibility to move the fire election to the November's election. Chairman Fisher requested that Administrator Chesner give a cost breakdown from the last election for the Board to review at the next meeting.

Administrator Chesner noted making a change to the wording for the RCBC application concerning the requirement of US citizenship to state the necessity of following immigration requirements.

CHIEF'S REPORT:

Chief Nutt presented his following written report dated February 28, 2023:

Incidents:

Month of January

- Fire Calls – 46
- Fire Department Drills - 4

Year to Date

- Fire Calls – 46
- Fire Department Drills – 4

Operations (January):

TF31 – 41 E. Main Street for a structure fire on 1/1/23.

RIT311 – 21 Berkshire Lane, D16 for a structure fire on 1/16/23.

Annual mandatory training is complete with a few exceptions.

Training:

Date	Type	Topic(s)	311	312	Total	Time	P/H
1/5/23	Department	SCBA Practical Evaluation	16	13	29	3	87
1/5/23	Fire Police	Fire Police Operations	1	2	3	2	6
1/12/23	Department	SCBA Practical Evaluation	14	11	25	2.5	62.5
1/19/23	Department	SCBA Practical Evaluation/Various Topics	17	11	28	3	84
1/26/23	Station	SCBA Practical/Various Topics	15		15	2.5	37.5
1/26/23	Station	Maintenance		12	12	2.25	27
1/26/23	Fire Police	Responder Safety	1	1	2	1.5	3
		TOTALS					307
		TOTAL TRAINING					310.25
		Instruction Time					19
		SCBA Time					16.75
		Driving Time					8.5
		Mobile Fill Time					2

Current Off-Site Registrations:

Bart Santaspirt – Building Construction at BCESTC starts on March 25, 2023.

Peter Phillips – Building Construction at BCESTC starts on March 25, 2023.

Membership:Changed:

Angelo Ventresca – Junior Firefighter to Probationary Firefighter effective 2/3/23.

Apparatus:

Annual maintenance on the apparatus has started.

Chief Nutt mentioned that the county has switched NFIRS systems, and that Health and Safety Office Fitzgerald has been manually developing reports. Health and Safety Officer Fitzgerald briefly discussed the same.

Commissioner Shelley commented that he liked the chart in this month’s report and would like to see some of the same in the annual Chief’s Report.

FIRE OFFICIAL’S REPORT:

Fire Official Orsini presented his following written report dated February 28, 2023:

Inspection summary report for the month of January 2023.

Inspections Performed

- Periodic & Re-inspects 129
- Complaint & Request 03
- CSDCMAC & Permits 44
- Other 09
- **Total 185**

Penalties Collected

- Fire Code Violations \$0.00
- Dedicated 0.00
- False Alarm 1,200.00
- Administration 199.00
- **Total \$1,399.00**

False Alarm Notices

- Residential 07
- Commercial 07
- **Total 14**

Other

- | | <u>Monthly</u> | <u>YTD</u> |
|---|-----------------------|-------------------|
| • Insp. Mann | 91 | 91 |
| • Insp. Clancy | 64 | 64 |
| • 41 E. Main St Harmony Juice – Electrical Fire | | |

	2017	2018	2019	2020	2021	2022	2023
Jan	186	226	184	211	187	169	185
Feb	176	109	174	147	130	171	
Mar	123	106	165	106	132	168	
April	85	132	153	74	138	104	
May	160	191	184	85	175	189	
June	136	115	153	135	161	192	
July	172	171	161	152	133	145	
Aug	122	204	181	182	216	212	
Sep	114	196	207	199	205	144	
Oct	86	158	126	227	149	124	
Nov	117	143	140	114	155	136	
Dec	185	146	152	138	150	109	
	1662	1897	1980	1770	1931	1863	185

Fire Official Orsini further mentioned that Municipal Court is still being held via Zoom and there is no further information concerning the Construction Board of Appeals.

BIDS & QUOTATIONS:

Administrator Chesner mentioned replacing the flag poles at both stations and that he is working on getting quotes.

RESOLUTIONS:

None.

COMMITTEE REPORTS:

Buildings & Grounds: Commissioner Schlindwein inquired about the floor scrubber that was included in this year's budget for Station 312; Administrator Chesner stated that they are working on ordering same.

Apparatus: Chairman Fisher asked for an update on the new Command Tahoe that was scheduled for production in late February. Chief Nutt replied that he has not heard anymore regarding a delivery date.

Chairman Fisher also mentioned that the Board will need to make a decision on the disposal of the 2015 Ford Expedition when the new command vehicle is placed into service.

Planning: No Report.

Recruitment & Retention: Commissioner Schlindwein stated they met with (1) fire police applicant.

Administrator Chesner discussed the process of conducting a Citizens Fire Academy with Fire District No. 2 sometime during the summer; the Board was in favor of moving forward with the idea.

Public Relations: No Report.

Benefits: No Report.

Information Technology: No Report.

SQUAD: No Report.

OTHER BUSINESS:

Chairman Fisher mentioned that he and Commissioner Bowman will meet to review the last Department Master Plan as discussed at the last Board meeting and report back to the Board with their ideas moving forward.

Commissioner Leuliette stated that this Friday, March 3rd is the Chief's Installation and Awards Dinner at The Merion; also, Family Fun Night is scheduled for April 20th at Speed Raceway.

PUBLIC SESSION:

Chairman Fisher opened the public session at 7:48 p.m.

There being no comment from those in attendance the session was closed at 7:49 p.m.

ANNOUNCEMENTS:

On a motion by Commissioner Schlindwein, seconded by Commissioner Shelley, the meeting was adjourned at 7:50 p.m.

Respectfully submitted,

Samuel J. Schlindwein
Secretary/Clerk