

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 Vice Chairman Leuliette, with Commissioners Shelley, Schlindwein and Bowman present. Also, in attendance was Administrator Chesner, Deputy Chief Chezem, Battalion Chief Fitzgerald, Training Officer Santaspirt, Fire Official Orsini, Fire Inspectors Mann and DiPaolo, Chief Sheilds, Maintenance Engineer Thomas and Account Clerk Jamerson.

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

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 8, 2023 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 10, 2023. same being published on March 15, 2023, filing written notice with the Clerk of the Township of Moorestown on March 8, 2023; 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 Vice 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 Shelley, the minutes of the October 24, 2023 were approved by the four Board members present.

On a motion by Commissioner Bowman, seconded by Commissioner Shelley, the minutes of the November 14, 2023 were approved by the four Board members present.

TREASURER'S REPORT:

Treasurer Shelley presented the cash report for October 2023 mentioning that all accounts have been reconciled to the bank statements and reflects book balances as of October 31, 2023. The balances were \$907,504.94 in the PNC Bank Operating account, \$50,247.36 in the PNC Bank Payroll account, \$42,626.07 in the PNC Unemployment Trust account, \$33,219.20 in the PNC Flexible Spending account and \$2,526,221.45 in the NJ Cash Management Fund for a total cash balance in all bank accounts of \$3,559,819.02. The operating checking account bank balance was \$930,786.71 less outstanding checks of \$23,281.77. On a motion by Commissioner Schlindwein, seconded by Commissioner Bowman, the cash report for October was accepted and approved by the four Board members present.

Commissioner Shelley presented the Statement of Expenditures through the disbursements of October 31, 2023. He stated that the budget had an unexpended balance of \$616,515.24 and we are 88% expended to date with all line items in good order.

Commissioner Shelley presented Checks #12611-12646 dated November 30, 2023, one (1) payment to Windstream Holdings, Inc., two (2) payments to the N.J. State Health Benefits Program, two (2) payroll transfers, two (2) payments to Prudential for DCRP, all totaling \$127,724.58. Commissioner Shelley and Administrator Chesner reviewed the larger disbursements, including the electronic fund transfers for the month. A motion was entered by Commissioner Schlindwein and seconded by Commissioner Bowman to approve the bills for payment. The vouchers were then approved by the four Board members present.

CORRESPONDENCE:

Administrator Chesner stated that he sent a thank you note to William Merriken for his generous donation last month. We received a thank you note from Becky Jones for our assistance during her husband's, former Commissioner and Life Member of Relief Engine Co. Edward Jones, funeral arrangements. Also, we received the Township's approving Resolution the Commissioners salaries for 2024.

ADMINISTRATOR'S REPORT:

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

We received one quote to have the carpets replaced in the Administrative Offices. We are looking at installing carpet tile throughout. I'm waiting on one additional quote from WJ Gross Construction via the Camden County Co-Op.

You will notice a few invoices from Peterson Service Company in the list of vouchers; they replaced the supply side manifold, water feeder and pressure gauge for boiler #2. A valve was also leaking on boiler #1 which was replaced.

We met with representatives from Stonhard Floor to discuss different options for the floor at Relief Engine Co. Stonhard was the original installer of the apparatus floor. I will discuss further during the meeting.

Mr. Thomas and I met with WJ Gross Construction to review the repair of the rear wall at Hose Co. They are working on getting me budget numbers.

Miscellaneous repairs performed in both buildings.

The 2022 financial audit has been uploaded to the department website. The audit and all supporting documents have also been uploaded on the State of NJ FAST portal.

Clerk Jamerson, Training Officer Santaspirt and I attended the VCOS seminar in Clearwater earlier this month. Once again, we received valuable information that we will utilize in 2024.

Township Council passed Resolution No. 204-2023, acknowledging the salaries of the BOFC for 2024.

Pay-Per-Call amounts for calls answered in October; the total payout \$10,545 of which \$4,800 is being paid out to those running on a nighttime duty crew.

CHIEF'S REPORT:

Deputy Chief Chezem presented Chief Nutt's following written report dated November 28, 2023:

Incidents:

Month of October

- Fire Calls – 67
- Fire Department Drills - 4

Year to Date

- Fire Calls – 513
- Fire Department Drills – 43

Operations (October):

Training:

Date	Type	Topic(s)	311	312	Total	Time	P/H
10/5/23	Department	Roof Operations	12	10	22	2.75	60.5
10/5/23	Fire Police	Maintenance	2	2	4	1.5	6
10/13/23	Department	Fire Prevention Open House	16	9	25	5	125
10/19/23	Department	MHS Walkthrough	18	12	30	2	60
10/26/23	Department	Vehicle Extrication	18	11	30	2	60
		TOTALS					311.5
		TOTAL TRAINING					455
		Instruction Time					4
		SCBA Time					3
		Driving Time					21
		Mobile Fill Time					0

Current Off-Site Registrations:

- Bart Santaspirt – Basic Fire Police at BCESTC starts 4/6/24.
- Angelo Ventresca – I200 at BCESTC starts 2/24/24.
- Daniel Blanch, Stanley Khanlian, Avery LaMonica, Bertha Lukov, and Drew Milstead – Firefighter 1 at BCESTC starts 1/4/23 (tentative enrollments pending PAT and class size).
- Angelo Ventresca – Fire Service Construction Principles at BCESTC starts 1/11/24.
- Angelo Ventresca – Fire Detection and Suppression Systems at BCESTC starts 1/10/24.

Membership:

New:

Christian Whipple – Probationary Firefighter assigned to Station 311 effective 11/3/23.

Apparatus:

- 3122 – The transmission control module was replaced.
- 3118 – Currently in the shop for an engine mis-fire.

FIRE OFFICIAL’S REPORT:

Fire Official Orsini presented his following written report dated November 28th:

Inspection summary report for the month of October 2023.

Inspections Performed

- Periodic & Re-inspects 68
- Complaint & Request 07
- CSDCMAC & Permits 66
- Other 13
- **Total 154**

Penalties Collected

- Fire Code Violations \$812.00
- Dedicated 250.00
- False Alarm 1,700.00
- Administration 0.00
- **Total \$2,762.00**

False Alarm Notices

- Residential 14
- Commercial 13
- **Total 27**

Other

- | | <u>Monthly</u> | <u>YTD</u> |
|----------------|-----------------------|-------------------|
| • Insp. Mann | 97 | 534 |
| • Insp. Clancy | 58 | 592 |

	2017	2018	2019	2020	2021	2022	2023
Jan	186	226	184	211	187	169	185
Feb	176	109	174	147	130	171	150
Mar	123	106	165	106	132	168	135
April	85	132	153	74	138	104	110
May	160	191	184	85	175	189	174
June	136	115	153	135	161	192	139
July	172	171	161	152	133	145	126
Aug	122	204	181	182	216	212	172
Sep	114	196	207	199	205	144	146
Oct	86	158	126	227	149	124	154
Nov	117	143	140	114	155	136	
Dec	185	146	152	138	150	109	
	1662	1897	1980	1770	1931	1863	1494

- School visits have ended with more than 20 visits for the season.
- Small fire at 1270 Glen Ave – likely electrical in nature – undetermined currently
- (1) Planning review – Domenica Foundation Inc. 920 N Lenola Rd, residential community

BIDS & QUOTATIONS:

None.

RESOLUTIONS:

None.

COMMITTEE REPORTS:

Buildings & Grounds: No Report.

Apparatus: No Report.

Planning: No Report.

Recruitment & Retention: No Report.

Public Relations: No Report.

Benefits: No Report.

Information Technology: No Report.

SQUAD:

Chief Shields presented his following written report dated November 28th:

1. The Emergency Squad has taken delivery of Ambulance #3193. This ambulance was originally built in 2005 by Horton Emergency Vehicles. The ambulance was rebuilt in 2013 and now again in 2023 remounted on a 2023 Ford E450 Gas Chassis by VCI Emergency Vehicle Specialist in Berlin NJ.
We are now working to set up and equip the unit for inspection and licensure by the NJDOH Office of Emergency Medical Services. We anticipate the vehicle being in service by next week.
2. The Emergency Squad has also taken delivery of 2 ambulances and miscellaneous equipment from Lenola EMS. The older of the 2 ambulances is being prepared for sale while the newer of the ambulances, a 2021 Ford E450 Horton Ambulance, has been delivered to Swab Wagon Co in Elizabethville PA for Paint, Lettering, and some minor modifications. We anticipate this vehicle being placed in service in early 2024.
3. The squad has approached Lenola Fire District to store two ambulances in their firehouse, same was approved. No crew will be stationed at the Lenola facility. These ambulances will be scheduled and rotated into service to allow for preventative maintenance and repairs to be done as needed.
4. To date no additional staffing has been needed to accommodate the increase of calls related to the Lenola Closure. We have altered our schedule a bit to better cover the needs of the township.
5. The Emergency Squad is participating in a Toy Drive for the United States Marine Corp Toy for Tots. Collection points are set up in front of the squad bays as well as Wawa on Main Street. The Collection will continue through December 17th.
6. Current call statistics are attached, through November 17th.

During 2023:

3632 Total Dispatches

2568 Transports

375 Patients assessed / Refused transport to the hospital.

689 Public assist calls that involved no patient assessment or transportation of a patient.

Moorestown EMS has called on outside agencies 207 times during 2023 to assist with emergency calls in our township.

Moorestown EMS has responded to neighboring towns 803 times during 2023 to provide mutual aid resources.

During the Month of October, we have run the following calls:

445 Total Dispatches

305 Transports

38 Patients assessed / Refused transport to the hospital.

102 Public assist calls that involved no patient assessment or transportation of a patient.

Moorestown EMS has called on outside agencies 25 times during the month of October to assist with emergency calls in our township.

Moorestown EMS has responded to neighboring towns 105 times during the month of October to provide mutual aid resources.

During the Month of November, we have run the following calls Through November 17th:

214 Total Dispatches

145 Transports

21 Patients assessed / Refused transport to the hospital.

48 Public assist calls that involved no patient assessment or transportation of a patient.

Moorestown EMS has called on outside agencies 10 times during the month of November to assist with emergency calls in our township.

Moorestown EMS has responded to neighboring towns 32 times during the month of November to provide mutual aid resources.

Due to the closure of Lenola EMS on August 12, 2023 @1830 hrs, the following calls are directly attributed to that closure.**August 12, 2023 – August 31, 2023**

58 Total Dispatches

30 Patient Transports

9 Patients assessed / Refused transport to the hospital.

19 Public assist calls that involved no patient assessment or transportation of a patient.

September 1, 2023 – September 30, 2023

73 Total Dispatches

36 Patient Transports

12 Patients assessed / Refused transport to the hospital.

25 Public assist calls that involved no patient assessment or transportation of a patient.

October 1, 2023 – October 31, 2023

126 Total Dispatches

80 Patient Transports

15 Patients assessed / Refused transport to the hospital.

31 Public assist calls that involved no patient assessment or transportation of a patient.

November 1, 2023 – November 17, 2023

45 Total Dispatches

21 Patient Transports

8 Patients assessed / Refused transport to the hospital.

16 Public assist calls that involved no patient assessment or transportation of a patient.

OTHER BUSINESS:

Administrator Chesner mentioned that a survey was sent to the membership. The results are anonymous and they will be reviewed and discussed at the Department meeting scheduled for December 14th. Administrator Chesner requested that everyone please respond as soon as possible and asked that everyone do their best to attend the department meeting.

PUBLIC SESSION:

Vice Chairman Leuliette opened the public session at 7:19 p.m.

Fire Inspector DiPaolo thanked the firefighters from Fire District No. 1 for helping with the fire at 115 W. Camden Ave. on Monday November 13th. He also mentioned Firefighter Thomas's quick action in getting water on the fire.

There being no further comments from those in attendance the session was closed at 7:20 p.m.

On a motion by Commissioner Shelley, seconded by Commissioner Schlindwein, the Regular Meeting was adjourned, and the Board entered the 2024 Budget Work Session at 7:21 p.m.

Administrator Chesner reviewed the 2024 Budget and figures to date. The Board finalized the operations budget and reviewed in more detail the capital analysis, tax rate and unreserved fund balance. The final budget will be ready for approval at the December 12th meeting.

On a motion by Commissioner Shelley, seconded by Commissioner Schlindwein, the Work Session was adjourned, and the Board re-entered the Regular Meeting at 8:13 p.m.

ANNOUNCEMENTS:

On a motion by Commissioner Shelley, seconded by Commissioner Schlindwein, the meeting was adjourned at 8:14 p.m.

Respectfully submitted,

Samuel J. Schlindwein
Secretary/Clerk