

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, Battalion Chief Hall, Fire Police Captain Clifford 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 Bowman, seconded by Commissioner Schlindwein, the minutes of the November 22, 2022 were approved by the five Board members present.

TREASURER'S REPORT:

Commissioner Shelley presented the cash report for November 2022 mentioning that all accounts have been reconciled to the bank statements and reflects book balances as of November 30, 2022. The balances were \$1,539,707.20 in the PNC Bank Operating account, \$48,461.66 in the PNC Bank Payroll account, \$41,291.05 in the PNC Unemployment Trust account, \$31,293.79 in the PNC Flexible Spending account and \$2,173,202.47 in the NJ Cash Management Fund for a total cash balance in all bank accounts of \$3,833,956.17. The operating checking account bank balance was \$1,549,068.89 less outstanding checks of \$9,497.89 and an adjustment for \$136.20. On a motion by Commissioner Leuliette, seconded by Commissioner Schlindwein, the cash report for November was accepted and approved by the five Board members present.

Commissioner Shelley presented the Statement of Expenditures through the disbursements of November 30, 2022. He stated that the budget had an unexpended balance of \$509,872.04 and we are 82% expended to date with all line items in good order.

Commissioner Shelley presented Checks #12243-12271 dated December 2022, 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 Windstream for \$634.88, and one (1) payment to AmGaurd for \$11,800.50 all totaling \$205,096.23. 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 Schindwein to approve the bills for payment. The vouchers were then approved by the five Board members present.

CORRESPONDENCE:

Administrator Chesner mentioned the letter received from Campbell Supply dated 12/01/22 thanking those involved with the apparatus committee and the opportunity for them to show the benefits of Spartan Fire Apparatus.

Administrator Chesner also mentioned the letter received from Relief Engine Company dated 12/12/22 concerning Station 312's exit drive and the installation of an electronic gate along with attachments.

ADMINISTRATOR'S REPORT:

Administrator Chesner presented his following written report dated December 13, 2022:

Jersey Windows and Doors started the installation of the new windows at Station 311. The windows that have been installed look terrific. It will take the good part of December to complete the installation. All windows will be wrapped with new coil stock.

Verizon has switched the phones lines of the Squad over to Fiber Optic. When they were upgrading the Squad, Verizon also ran fiber into the building for the fire district. Once our contract with Windstream ends, we will switch to FiOS for internet and phone service.

RJ Pascone replaced the heater in the engine bay at Station 312. The heater is located above the gear washer.

Peterson Heating and Air is our new maintenance contractor for the HVAC systems in both buildings. We will no longer be utilizing Hutchinson.

The new member coats arrived; please pick yours up if you have not done so already.

I have reserved three rooms in Indianapolis for FDIC 2023.

Fire Police Captain Clifford, Training Officer Santaspirt and I met with RCBC to discuss the Co-Op membership and how we can revitalize the program. We met on December 8th and had a very productive meeting. I will discuss further during our meeting.

No additional information on the 2021 audit.

CHIEF'S REPORT:

Chief Nutt presented his following written report dated December 13, 2022:

Incidents:

Month of November

- Fire Calls – 47
- Fire Department Drills - 3
- Fire Police Drills - 2

Year to Date

- Fire Calls – 545
- Fire Department Drills – 45
- Fire Police Drills – 23

Operations (November):

Training:

Date	Type	Topic(s)	311	312	Total	Time	P/H
11/3/22	Station	Vehicle Extrication	15	3	18	2	36
11/3/22	Fire Police	Video Presentation	1	1	2	1	2
11/10/22	Station	Ground Ladder/Saws	15		15	2	30
11/10/22	Station	Maintenance		8	8	2	16
11/17/22	Station	Ventilation	14	1	15	2	30
11/17/22	Station	Vehicle Extrication		6	6	2	12
11/17/22	Fire Police	Maintenance	1	2	3	1.5	4.5
		TOTALS					130.5
		TOTAL TRAINING					237.75
		Instruction Time					16
		SCBA Time					0
		Driving Time					1.75
		Mobile Fill Time					0

Current Off-Site Registrations:

Clifford, Peter: I-300 at BCESTC starts 4/4/23

DiMeo, EJ: Engine Company Ops at BCESTC starts 5/9/23

Holmes, Kirk: Drill Ground Instructor at BCESTC starts 6/5/23

Holmes, Kirk: Fire Officer 2 at BCESTC starts 2/4/23

Holmes, Kirk: I300 at BCESTC starts 4/4/23

Holmes, Kirk: Fire Detection and Suppression systems at BCESTC starts 1/23/23

Holmes, Kirk: Pump Operator 2 at CCFA starts 4/21/23

Phillips, Peter: Fire Officer 1 and 2 at MLFD starts 1/17/23

Witkowski, Jason: Fire Officer 1 and 2 at MLFD starts 1/17/23

FIRE OFFICIAL’S REPORT:

Fire Official Orsini presented his following written report dated December 13, 2022:

Inspection summary report for the month of November 2022.

Inspections Performed

• Periodic & Re-inspects	91
• Complaint & Request	05
• CSDCMAC & Permits	30
• Other	<u>10</u>
• Total	136

	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	144
Oct	90	86	158	126	227	149	124
Nov	207	117	143	140	114	155	
Dec	172	185	146	152	138	150	
Total	1762	1662	1897	1980	1770	1931	1754

Penalties Collected

• Fire Code Violations	\$0.00
• Dedicated	0.00
• False Alarm	1,350.00
• Administration	<u>398.00</u>
• Total	\$1,748.00

False Alarm Notices

• Residential	07
• Commercial	<u>05</u>
• Total	12

Other

Monthly **YTD**

• Insp. Mann	91	833
• Insp. Clancy	42	775
• (1) Planning reviews McLain Packaging 1504 Glen Ave - Addition		
• 504 Bartram – Dryer Fire		
• 3 Castleton – Bathroom Fire - Unknown		
• 365 New Albany Rd – Forklift battery Fire		

Ongoing Remediation Plans Throughout Town

- 7, 9, 11, 13 E Main St - JVS – Multiple throughout
- 6-8 E Oak st JVS – Basement alarm, third floor egress
- Hope Community Church – Basement Suppression System
- Moorestown Friends School – Vertical openings
- 207 W main St – Multiple thought-out
- 300 Mill St – David Ramsey – Vertical openings
- 105 E Main St – Basement
- 7 W Main St – Multiple
- Perkins 395 Kings Highway – Fire escape reinforcement/ Replacement
- Victorian Lady – Windowless Basement
- Moorestown Mall – Drafting Point Transfer Line
- 345 347 W Second St Basement alarm, third floor egress
- 101 E Main St – Basement, vertical opening, Egress travel
- Community House – Basement suppression system

BIDS & QUOTATIONS:

None.

RESOLUTIONS:

2022-32 “Approving the Budget for the Fiscal Year January 1, 2023 to December 31, 2023” was read by the Administrator. There being no questions on the resolution as read a motion was offered by Commissioner Shelley and seconded by Commissioner Bowman approving the resolution. On a roll call vote, five Board members present approved the resolution as presented.

2022-33 “Establishing the Date, Time and Place for the Holding of a Public Meeting on the 2023 Budget” was read by the Administrator. There being no questions on the resolution as read a motion was offered by Commissioner Leuliette and seconded by Commissioner Bowman approving the resolution. On a roll call vote, five Board members present approved the resolution as presented.

COMMITTEE REPORTS:

Buildings & Grounds: Commissioner Schlindwein reviewed the proposal he had received from Reyes Fence for the possible exit drive gate installation at Station 312. Administrator Chesner mentioned that due to the price and scope of the job that we may have to quote this via prevailing rate. He stated that he would further research and report back to the Board.

Relief members, including President Pete Clifford, Battalion Chief Hall and Firefighter DiMartine were present at the meeting and asked that the Board move forward with the installation of an exit gate at Station 312. They also asked that the exit be temporarily closed off to traffic, in particular pedestrian traffic, till the installation of the gate. The main concern from Relief Engine Company’s membership is the chance of a pedestrian using the parking lot as a passageway being struck and injured by one of our members responding to a call.

The Board, along with Administrator Chesner, mentioned that at no time during the planning of the exit drive was a gate considered or promised. The Board did place monies in the 2023 Budget if they decided to move forward with the installation of the gate in response to Relief’s concerns.

After a lengthy discussion amongst the Board, it was decided to install temporary snow fencing to prevent pedestrian traffic from entering the parking lot and to move forward with the installation of the gate.

Apparatus: Commissioner Bowman began with thanking the Apparatus Committee from 311 and 312 for all their hard work and contributions in evaluating the specifications for the trucks from both Pierce Manufacturing and Spartan Fire Apparatus. Commissioner Bowman and Administrator Chesner reviewed the proposals received from both Pierce and Spartan. Battalion Chief Hall reviewed the specifications for the new ladder and Commissioner Bowman reviewed the specifications for the new engine since Battalion Chief Fitzgerald couldn’t attend the meeting. The Committees recommendation is to move forward with Pierce Manufacturing for both apparatus as the specifications given on the proposals were very comparable, but Piece’s proposal was significantly lower with the different discounts proposed and the ability for a pre-

chassis and aerial payment. This allows the fire district to hold payment till 5 months prior to delivery. With interest rates being what they are, the Committee felt this was an advantageous option for the Board to consider.

A motion was offered by Commissioner Bowman and seconded by Commissioner Leuliette to move forward with Pierce Manufacturing to purchase both the ladder and engine as per the proposal received. There being no questions or comments on the motion the motion carried. Administrator Chesner stated that he will reach out to Pierce for the HGAC formal pricing and documents.

Planning: No Report.

Recruitment & Retention: Commissioner Schindwein stated that they received (1) fire police applicant that has already been approved by the Membership Committee and we are scheduled to meet with a Junior Firefighter applicant.

Commissioner Leuliette mentioned that he is working on the details and pricing for renting out the Speed Raceway for the members and their families in early 2023.

Public Relations: No Report.

Benefits: No Report.

Information Technology: No Report.

SQUAD: No Report.

OTHER BUSINESS:

None.

PUBLIC SESSION:

Chairman Fisher opened the public session at 8:13 p.m.

Firefighter Chezem asked if members in particular junior members could be issued a shirt that would be worn during Recruitment and Retention events that would identify them as a fire department member. He feels that it would be nice if everyone was uniform when helping at those events. Administrator Chesner mentioned that during those events he does ask that members wear their polo shirt or t-shirt issued by the department but agreed that it would be nice to purchase something specific for those helping at those events.

There being no further comment from those in attendance the session was closed at 8:15pm.

ANNOUNCEMENTS:

On a motion by Commissioner Leuliette, seconded by Commissioner Shelley, the meeting was adjourned at 8:16 p.m.

Respectfully submitted,

Samuel J. Schlindwein
Secretary/Clerk