

The Board of Fire Commissioners, Gloucester Township Fire District # 4 held a Regular Meeting on Wednesday September 20, 2017 in the office of the Board of Fire Commissioners. This meeting has been advertised according to the State of New Jersey Sunshine Laws.

ROLL CALL

Commissioner M. Jones Commissioner R. Jones
Commissioner J. McCann Commissioner W. Stout
Commissioner Vannoni

Attendees: Solicitor Carlamere, Captain Reiss, FF Woods, FF Argenbright, FF O'Connor, FF Spain, President Miller, Chief Cipriano, Assistant Chief Coucoules, FF Sambuco, FF J. Miller

Motion by Commissioner McCann, second by Commissioner Stout to approve the Regular Meeting minutes of 8/16/2017. All in favor, motion carries.

Motion by Commissioner M. Jones, second by Commissioner R. Jones to approve the Workshop Meeting minutes of 9/6/2017. All in favor, motion carries.

COMMISSIONER REPORTS

Motion by Commissioner Stout, second by Commissioner McCann to set the following dates for the 2018 Budget Meetings: 10/4, 10/18, 10/25, 11/1, 11/8, 11/29 for Wednesday evenings at 7:00, and Saturday 11/18 and 11/25 at 1:00. All in favor, motion carries.

Commissioner McCann stated at the last Safety Meeting it was determined that the information on an injury or accident needs to get to the firefighters in a more timely manner. With that being said, not to report on what caused the accident or injury, but just what we can do to prevent this from happening again, a generic reminder to the membership would be good. Also, it has been 328 since last accident, 98 days since last injury.

Commissioner R. Jones reported that Ladder 84 is still out of service due to the UL failure. He asked Chief Cipriano for the spread sheet. He stated pump testing will be done in the near future. Also, 82 will be coving for the live burn on Saturday. It was determined that 82 would cover for us during that time.

Commissioner M. Jones reported that the sprinkler system is still a work in progress, and hopefully we will have everything done by the October meeting.

Commissioner Vannoni reported that Captain Reiss was contacted today by District # 2, their back up Fire Official is going out on medical leave, and extensive leave, so now they no longer have a backup Fire Official. They are asking if they can use our Fire Official as a backup. It was stated their backup Fire Official will probably be out through the end of the year. He said he has a couple of thoughts on this, and he feels as though they have known this for some time now, and for them to come to us the day of our meeting and say we want this, we want this is a little unprofessional. His other thought is we cannot deny them help if they need it.

After speaking with Captain Reiss he would be willing to approve it on a 30 day trial basis, until the next meeting, and in the interim, sit down with District # 2 to discuss a long term deal on shared services. He stated they still have their Fire Official, it is the backup they are losing. They would only call on Pete if for some reason Fire Official Young was not available.

Motion by Commissioner McCann, second by Commissioner R. Jones that Fire official Urso will serve as a backup for Fire Official Young for the next 30 days until the next regular meeting, temporarily, until a long term plan can be established. All in favor, motion carries.

CORRESPONDENCE

None

CLERKS REPORT

None

TREASURERS REPORT

Motion by Commissioner Stout, second by Commissioner R. Jones to pay the September bills in the amount of \$33, 231.54. All in favor, motion carries.

Commissioner Stout asked the Board to review the Profit and Loss report to make sure their areas are correct.

It was determined that Commissioner R. Jones utilizes the hard bound New Jersey Register.

FIRE OFFICIAL REPORT

Attached

CHIEFS REPORT

Attached

CAPTAINS REPORT

Attached

PRESIDENTS REPORT

President Miller reported that the bathroom, hallway project will be completed by the end of the week. The new flag pole will arrive tomorrow. The old TV will have to be removed from the Station, and the new coffee pot has been installed in the back. Blackwood Fire Company is working on next year's budget, and hopefully they will have that to the Board by the November meeting. Vice President Sambuco is still working on a lease, and they need one signed for the bank. He will be in contact with Commissioner M. Jones.

Commissioner M. Jones has some money left over in the Station # 1 line item, and he offered the money in that line item to Blackwood Fire Company to split the cost of renovating the bathrooms.

Vice President Sambuco said he sent a scope of work to MJ Papparone and he has not gotten a quote back. This morning he sent it out to Brad, and hopefully he will be more responsive. He said President Miller is looking into getting us some cabinets, so that may help with the cost. His hope is to have a general quote by the membership meeting in October.

Commissioner Vannoni asked Solicitor Carlamere what would be the best way to handle it.

Solicitor Carlamere said after you see the bill, the Board, by motion can reimburse the Fire Company for half of the bill, as long as it does not exceed the money you have.

Commissioner McCann said the thing we need to be cautious about if an unexpected expenses happens, and we have to spend say \$3,000.00 on it, that amount would have to be deducted from the amount given to them.

Solicitor Carlamere asked if the Board knows the approximate cost of the project.

Commissioner M. Jones said it was between \$5,000.00 and \$6,000.00.

Solicitor Carlamere said you need to see the bill, so you know how much you will be spending.

Commissioner Vannoni said there is nothing to act on, but maybe by the October Workshop we will have something in writing. It would fall under Station # 1 building improvements.

Motion by Commissioner M. Jones, second by Commissioner R. Jones to accept all reports as written. All in favor, motion carries.

OLD BUSINESS

Commissioner McCann asked if the C. Burlap application get the 3 signature that was needed.

Commissioner R. Jones replied that it did.

Commissioner Vannoni reported that the first contract negotiations will be held tomorrow afternoon. He said he and Commissioner M. Jones will be meeting with FF Prendergast and Captain Reiss.

Commissioner Vannoni reported that the lease is in progress, and now there is a timeline so he will get that done.

NEW BUSINESS

Commissioner R. Jones has an application for Todd Miller, and he asked Chief Cipriano if he has all the certificates.

Chief Cipriano said they are in the mail.

Commissioner R. Jones said he needs to take Haz Mat Ops, because he does not think that was offed back then.

Commissioner Vannoni said all the required signatures are there, and he has passed his physical so he is good to go.

Motion by Commissioner McCann, second by Commissioner Stout to accept the application of Todd Miller with the standard 6 month probationary period. All in favor, motion carries.

Commissioner Stout asked Clerk Fini to have the Budget Workshop forms ready with the next 2 weeks.

Clerk Fini replied that are completed and ready.

GOOD AND WELFARE

Commissioner McCann said we have been talking about overtime for some time, he wanted the Board to be aware that we had estimated the overtime to be \$17,600.00, and as of July 19th we used \$24,631.00, as of August 17th we used \$31,600.00 and as of September 20th we have used \$33,700.00, so we have slowed it down, but we need to remember that going into Budget time.

COMMENTS FROM THE FLOOR

None

Motion my Commissioner M. Jones, second by Commissioner McCann to go into closed session to discuss personnel.

ROLL CALL

Commissioner M. Jones (yes) Commissioner R. Jones (yes)
Commissioner McCann (yes) Commissioner Stout (yes)
Commissioner Vannoni (yes)

Meeting called back to order.

ROLL CALL

Commissioner M. Jones (here) Commissioner R. Jones (here)
Commissioner McCann (here) Commissioner Stout (here)
Commissioner Vannoni (here)

Commissioner Vannoni stated that during the closed session they discussed one personnel matter that will remain in closed session.

Motion by Commissioner M. Jones, second by Commissioner R. Jones to put into place a policy that states any volunteer member who wishes to change their status from Associate Member to Active Member, must have a physical by our occupational health provider prior to their status being changed. All in favor, motion carries.

Motion by Commissioner McCann, second by Commissioner M. Jones to pass a resolution appointing Brandon O Connor to the position of firefighter.

ROLL CALL

Commissioner M. Jones (yes) Commissioner R. Jones (yes)
Commissioner McCann (yes) Commissioner Stout (yes)
Commissioner Vannoni (yes)

With no further business to discuss.

Motion by Commissioner M. Jones, second by Commissioner Stout to adjourn. All in favor, motion carries.

DATED: September 20, 2017

BY: _____
Ernest R. Jones, Secretary



GLOUCESTER TOWNSHIP FIRE DISTRICT 4
BUREAU OF FIRE PREVENTION
14 WEST CENTRAL AVENUE
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FIRE MARSHAL'S REPORT

September 1st, 2017 – September 30th, 2017

- Fire Prevention\Touch-A-Truck between Districts 4 & 5 was well attended and enjoyed by the public. Thank you to Captain Reiss for making sure the apparatus was able to attend.
- Fire Prevention posters have been collected from the schools and were judged, awards will be giving out during the school fire prevention visits in October.

| | Month | YTD |
|--|-------|-----|
| Periodic Inspections | 9 | 197 |
| Re-inspections/Extensions | 69 | 116 |
| Fire Prevention Demonstrations/ Public Education/ Public Relations | 2 | 7 |
| Drills / Continuing Education/Service Training Completed | 3 | 21 |
| Fire Safety Permits Issued | 0 | 2 |
| Complaints/Follow-Ups | 2 | 6 |
| Smoke / Carbon Monoxide Detector Inspections | 23 | 155 |
| Meetings Attended | 0 | 4 |
| Investigations | 1 | 5 |
| Fire Lane Violations | 0 | 0 |

- Fire investigation – 09/21/2017 – Cherrywood Apartments – Apt 706

Respectfully Submitted,

Peter J. Urso

Fire Marshal

GLOUCESTER TOWNSHIP

FIRE DISTRICT #4

FIRE CAPTAIN MONTHLY REPORT – SEPTEMBER 2017

DATE: 10/18/2017

Staffing:

Per incident and per apparatus staffing has decreased to less than 3 SCBA FF's per apparatus. Response times to location have slightly decreased since the last period, and are still under 5 minutes. Below you will find a summary of incidents that occurred during the normal UFD work period where minimum staffing is in place. Only full size apparatus were accounted for in these statistics.

UFD Minimum staffing shifts: 4

Fill in shifts: 0

| Time Period | Total Incidents | Total Responders | SCBA FF's | Apparatus Responses |
|-----------------------|-------------------------------|-------------------------------|--------------------------------|---------------------|
| SEPTEMBER 2017 | 18 | 85 | 84 | 20 |
| Avg. Time to Location | Avg. # SCBA FF's per incident | Avg. # Apparatus per incident | Avg. # SCBA FF's per Apparatus | |
| 4.28 minutes | 4.67 | 1.85 | 2.8 | |

Incident Summary: Mutual Aid – 82(1) 83(3) 85(1)

1. Incident #479: Highland High School – Building Fire, delayed dispatch
2. Incident #506: 284 LaCascata – Dwelling Fire

Training: 4 training sessions were conducted in the month. Topics included ASHE, Rescue Airbags, Haz Mat, & Boat Ops (Grenloch & Blackwood Lakes).

Documents:

1. Ongoing work to complete a MOA for fire inspector/investigator services with other districts.
2. After Action Report for 248 LaCascata
3. Special Order – Schedule of Duties.

News: N/A

Respectfully Submitted,

FRANK P. REISS

Frank P Reiss
Fire Captain-GTFD4

CHIEF'S REPORT SEPTEMBER

60 CALLS FOR SERVICE

NO INJURIES REPORTED

I would like to thank FAM Prendergast for the work he did to complete the installation of the new Blowhard fans on each engine.

The uniform policy was sent out via GTFD4 allmail in a general order.

Tomorrow night is the Camden County Fire Chief's and Fire Officer's meeting here starting at 2000 hours. I would like to that the career staff ahead of time for the help in getting things ready.

This Saturday firefighters will be traveling to Salem County for Class A live burn from 0800-1300

October 1st is coming up, which is the Pumpkin Festival, this year's pumpkin festival will a bit different. The GTPD are completely shutting down the Black Horse Pike from W. Lake to W. Church Streets with water barriers and dump trucks. Apparatus will be located on Elm Ave in a ready position and for public viewing.

Probationary Firefighter Carl Lemmerman has completed his new member training and has been elevated to the rank of firefighter. I truly believe Carl will be an asset to our organization.

A 2017 P.P.E has been organized and ready for final approval, if approved 5 new sets, as we have done every year will be purchased. Woods, Lemmerman, Debeaumont, Raskin, Meyers are scheduled to get new P.P.E.

The Fire Company has purchased a new flag pole for the Central Ave station and is set to be delivered either today or tomorrow. Installation should be complete prior to the pumpkin festival.

I would like to thank FM Urso for the completion of the Knox Box for 500 Davistown Road. This is undoubtedly an important task and getting all of our businesses on board would be a benefit for us in the operation.

LOSAP projections have been completed, on September 30th they will be posted and emailed out. Members will have 30 days to dispute the numbers if they feel the need. Thank you to FM Urso for the additional guidance on the numbers to make sure it was correct. Assistant Chief Coucoules and I struggled to complete this task and thought we had all the numbers correct, I even reached out to the previous controller of the LOSAP. Unfortunately I received no reply to our plea for some help and guidance putting the projections together. This is why they were not put out several weeks ago. Members of the company were made aware and fully understand what we went through.