

Mantua Township Fire District #1  
Board of Fire Commissioners  
Minutes of Regular Meeting  
June 21, 2018

Chairman K. Howarth called the meeting to order pursuant to the Open Public Meetings Act.

Commissioners and Attendees Saluted the Flag

Roll Call:

In attendance were: Chairman K. Howarth, Commissioner J. Hauss, Commissioner C. Jones, as well as, Chief /Administrator and Recording Secretary Brian Hauss

Absent: Commissioner L. Campbell and Commissioner N. Vacarino

Consideration of Minutes from Previous Regular Meeting:

A Motion was made by Commissioner C. Jones to approve the Minutes from the previous Regular Meeting. Second by Commissioner J. Hauss, motion passed unanimously.

Resolutions, Bids:

Commission C. Jones read Resolution 2018-16 Authorizing Award of Contract for Air Compressor to Compressed Air Equipment Inc. A motion was made to accept the bid by Commissioner J. Hauss. Second by Commissioner C. Jones. Chairman K. Howarth called for a roll call vote. Motion passed on roll call, three (3) yes, two (2) absent.

Commission C. Jones read Resolution 2018-17 Authorizing an Interlocal Agreement with the City of Woobury for Fire Apparatus Repair. A motion was made by Commissioner J. Hauss to enter into the agreement. Second by Commissioner C. Jones, motion passed unanimously.

Treasurer's Report:

Commissioner J. Hauss presented the Treasurer's Report.

Commissioner J. Hauss stated that there were 25 purchase orders totaling \$25,756.67 the payments over \$1,000.00 in this bill pay were for \$1,140.00 for Legal Services to Richard Braslow Esquire, for \$2,923.00 for Air Compressor to Compressed Air Equipment, as well as, \$8,342.30 and \$8,427.89 to Payroll.

Commissioner J. Hauss then read the Current Bank Account Statements. Commissioner J. Hauss advised that General Disbursements - \$1,254,683.62, Payroll Account - \$8,815.02, Main Street Account - \$165,932.39, and Total - \$1,429,431.03

A Motion was made by Commissioner C. Jones to accept the Treasurer's Report and pay the bills (\$25,756.67). Second by Commissioner J. Hauss, motion passed unanimously.

### Chief's Report and Training Report:

Chief B. Hauss presented his Chief/Training Report:

#### **Call Log: May 2018**

Total Dispatches: 67

Structures:	14
MVCs:	10
Alarm Systems:	14
Vehicle Fire:	4
Brush:	2
CO/Fumes:	6
EMS Assist:	3
Incidental:	14

**Working Fires: 6**

**Extrications: 1**

**AM (0600-1800): 53**

**PM (1800-0600): 14**

**Station Response: 51**

**Duty Crew Response: 16**

First Arriving Unit Average Response Time: 4 Minutes 7 Seconds

Average number of personnel responding - 10

#### **Member Recognition:**

Dan Hauss, Vic Torino, Dan Darnall, Shawn Layton, Cyle Hanker, Cole Dyar and AJ Glaser for their outstanding work on house fire at 239 Shadow Place. They were on first two lines into the building saving the home from complete destruction.

#### **Officer Volunteer Percentages:**

B. Hauss:	58.82%
J. Hauss:	49.02%
N. Lamana:	09.80%
D. Hauss:	62.25%
K. West:	23.53%
M. Nahas:	31.37%

**Notes:**

One new member:

Justin Fynes – just graduated FF1

Justin Marchuk Graduated FF1

Nate Evans and Connor Klug dropped out of FF1

Participated in the grand openings of Tribe Yoga at 570 Bridgeton Pike and New Wawa at 485 Woodbury Glassboro Road.

Crews participated in Memorial Day Parade and are signed up for the 4<sup>th</sup> of July Parade for Wenonah and Pitman

Had to purchase two new lengths of hose, which were burned through during fire on Shadow Place

2218 was fully detailed

Commission Minutes posted to the website

NFIRS reports are up to date, and monthly and yearly percentages are attached.

**Training Report:**

1. Training Bills Attached
2. Night Crew meal bills attached

A Motion was made by Commissioner C. Jones to approve the Chief/Training Report. Second by Commissioner J. Hauss, motion passed unanimously.

**Fire Marshal's Report:**

Captain N. Lamana was not present, Chief B. Hauss read Captain N. Lamana's report.

**Fire Marshal's Report June 21, 2018****Inspections:**

As of last Saturday there are just around 42 initial inspections left for the year.

The Pro Phoenix system is finally working properly all programs / documents have been installed to our system as of June 11<sup>th</sup> 2018. Now I have in the system what I need from the County, both February, and March inspections have been entered into the system,

April up to the current date will be entered next week. The non-life hazard registration fee invoice program of the system had to be corrected (by the County), and I started issuing them last week to the businesses.

A total of 12 permits were issued last week for two different events that took place in town. Thanks to all members who assisted with the fireworks standby, I canted do those events like that without your help!

New business that opened in town, Hot Yoga and Wawa on Woodbury Glassboro Rd. was scheduled to open today. Meetings with the FMs Office and construction office are being scheduled next month for some major projects that will be going on at Total Turf for further expansion of the property.

Respectfully Submitted  
Nic Lamana  
FM22

A Motion was made by Commissioner C. Jones to approve the Fire Marshal's report. Second by Commissioner J. Hauss, motion passed unanimously.

### Building Maintenance Report:

Firefighter K. Gill was present and provided the building maintenance report.

#### June Report

1. Lawn and Gardens are being cut and maintained
2. Carbon Monoxide Detectors were installed in both stations
3. Daily cleaning is being done around the firehouse

Chief B. Hauss then spoke about some wiring issues at Jackson Road with the lighting above the engine bays. Firefighter M. Mercer found that there is a problem with large lighting on the building; however, Captain D. Hauss advised that the large lights cannot be removed because of holes that will be left, he will help Firefighter Mercer with the repair on Saturday.

Chief B. Hauss then spoke about the locking mechanism on the side door at Jackson Road, Captain D. Hauss stated that the lock is broken and he will call the company to have it repaired.

A Motion was made by Commissioner C. Jones to approve the Building Maintenance Report. Second by Commissioner J. Hauss, motion passed unanimously.

### Vehicle Maintenance Report:

Captain D. Hauss was present and provided the Vehicle Maintenance Report:

1. The old compressor died during use and a new compressor was purchased
2. Engine 2212 is out of service due to bad fuel injectors
3. Parking lot is filled with police cars
4. MUA is having us repair their equipment again

A Motion was made by Commissioner C. Jones to approve the Vehicle Maintenance Report. Second by Commissioner J. Hauss, motion passed unanimously.

### Solicitors Report:

Chief B. Hauss spoke with Commissioner C. Jones regarding the meeting held with the solicitor on May 21<sup>st</sup>.

Chief B. Hauss spoke about changing the election date to the November Election and the pros and cons, specifically, there would be no need for budget vote, and do not need to purchase any of the ballots or samples, all handled by the County Clerk. If we have to do a tax levy increase, the increase is in February for the budget only. That would require the Fire District to handle all of the mailouts under Title 19 Regulations. There are also questions regarding budgeting, specifically how to budget with a raise in tax levy. Solicitor recommended that the election remain in February for this year.

Chief B. Hauss spoke about the purchase of a new piece of apparatus with new regulations and how they would need to be voted on. If the purchase does not require financing, it would just be a meeting. If the purchase requires financing, there would have to be a full-fledged vote on a specific date and during a specific time frame.

A Motion was made by Commissioner C. Jones to approve the Solicitor. Second by Commissioner J. Hauss, motion passed unanimously.

### New Business:

Chief B. Hauss proposed about hiring another employee for Vehicle Maintenance and manpower. Commissioner C. Jones stated that if the budget can support the hiring of another employee, that we should move forward.

### Old Business:

Chief B. Hauss advised that the PBA is looking to move in by July \$1,600.00 per month. There was a vote at the PBA meeting to move in as soon as possible. Chief B. Hauss spoke about how the utilities would work, as well as, access into the building. The PBA

had questions regarding elections and having access to the attic and possibly having an attic closet. Chief B. Hauss stated that they were asking for five free key fobs.

Chief B. Hauss spoke about the Barnsboro basement repairs, which is waiting to be completed on July 5<sup>th</sup>. Captain D. Hauss then presented a request from True North to make some changes to the layout of the basement, which they will pay for, specifically having BHR contracting build partitions.

Commissioner C. Jones then made a motion to allow True North to make renovations as prescribed to the basement of the Barnsboro Station. Second by Commissioner J. Hauss, motion passed unanimously.

The MUA Repairs are waiting on word from Commissioner N. Vacarino

Chief B. Hauss then spoke about the stucco project for Jackson Road. Chief B. Hauss advised that Guzzo Stucco's quote was for laying over the existing brick. Firefighter V. Torino is still awaiting further quotes from contractors.

Chairman K. Howarth asked about the purchase of the new Rescue Engine. Chief B. Hauss and Commissioner J. Hauss spoke about possibly going for a special election to purchase the new apparatus. Commissioner C. Jones stated that we should make the purchase sooner than later. Chairman K. Howarth then requested that we advertise for a special election on August 2<sup>nd</sup> to not exceed \$685,000.00 for the lease purchase of a new piece of apparatus. Commissioner C. Jones then asked about the benefits to purchase the new piece of apparatus. Chief B. Hauss spoke about the consolidation of two pieces of apparatus into one piece of equipment, with most updated equipment as possible. It was determined that a special election will be set for August 2, 2018 at 1900 hours. Commissioner C. Jones stated that the benefit of consolidation is going with the current times and the way of the future and providing more efficient service to the community.

### Open Meeting to Public:

There was a motion by Commissioner J. Hauss to open the meeting to the public. Second by Commissioner C. Jones, motion passed unanimously.

### Motion to Close Public Portion:

There being no comments the Public Portion of the Meeting was closed on Motion by Commissioner C. Jones. Second by Commissioner J. Hauss, motion passed unanimously.

### Motion to Adjourn:

Commissioner C. Jones made a motion to adjourn, second by Commissioner J. Hauss, motion passed unanimously.

The Meeting was adjourned at 1950 hours

Respectfully submitted,

A handwritten signature in black ink, appearing to read "B. Hauss". The signature is stylized with a large, looping initial "B" and a horizontal line extending to the right.

Brian Hauss, District Chief/Administrator