

Mantua Township Fire District #1  
Board of Fire Commissioners  
Minutes of Regular Meeting  
December 20, 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 N. Vacarino, Commissioner J. Hauss, Commissioner L. Campbell, and Commissioner C. Jones, as well as, Chief /Administrator and Recording Secretary B. Hauss

Consideration of Minutes from Previous Regular Meeting:

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

Resolutions, Bids:

Commissioner C. Jones read the second reading of the 2019 Fire District Budget, Resolution #2018-37. The Resolution was initially approved at the Work session on December 6, 2018. Chief B. Hauss advised that he budget has been conditionally approved by the state and the Public Hearing and adoption will be January 3, 2019.

Commissioner C. Jones read Resolution 2018-42 Transferring Appropriations in 2018 Budget. A motion was made by Commissioner L. Campbell to accept the resolution as read, second by Commissioner N. Vacarino, motion passed unanimously.

Commissioner C. Jones read Resolution 2018-43 Adoption of 2019 Temporary Budget. A motion was made by Commissioner L. Campbell to accept the resolution as read, second by Commissioner N. Vacarino, motion passed unanimously.

Commissioner C. Jones stated that Resolution 2018-44 will be read after the public portion of the meeting is closed.

Commissioner C. Jones read Resolution 2018-45 Authorizing Disposal of Personal Property. A motion was made by Commissioner L. Campbell to accept the resolution as read, second by Commissioner N. Vacarino, motion passed unanimously.

Commissioner C. Jones read Resolution 2018-46 Interlocal Agreement with Township of West Deptford for Mechanical Services. A motion was made by Commissioner L. Campbell to accept the resolution as read, second by Commissioner J. Hauss, motion passed unanimously.

### Treasurer's Report:

Commissioner J. Hauss presented the Treasurer's Report.

Commissioner J. Hauss stated that there were 49 purchase orders totaling \$85,663.23 the payments over \$1,000.00 in this bill pay were for \$2,889.46 to AT&T for Payoff of Cell Phones, \$6,600.00 to Nat Alexander Co. for Blow Hard Fans, \$2,105.00 to FAST Rescue Solutions LLC for a Fast Board, to Mantua Township for \$8,957.79 for Fuel, \$18,774.92 for Health Insurance 4<sup>th</sup> Quarter, \$12,900.00 for Liability and Workman's Comp Insurance, and \$8,554.07 for 4<sup>th</sup> Quarter Pension Payments. \$1,497.70 to Amazon for Dash Cameras, \$2,999.00 to Firehouse Grants LLC for 2018 AFG Grant Balance, as well as, \$10,345.24 and \$1,921.38 to Payroll on December 11<sup>th</sup>.

A Motion was made by Commissioner L. Campbell to accept the Treasurer's Report and pay the bills (\$85,663.23). Second by Commissioner C. Jones, motion passed unanimously.

### Chief's Report and Training Report:

Chief B. Hauss presented the Chief/Training Report:

#### **Call Log: November 2018**

Total Dispatches: 46

Structures:	6
MVCs:	18
Alarm Systems:	5
Vehicle Fire:	0
Brush:	1
CO/Fumes:	4
EMS Assist:	1
Incidental:	11

**Working Fires: 2**

**Extrications: 2**

**AM (0600-1800): 35**

**PM (1800-0600): 11**

**Station Response: 32**

**Duty Crew Response: 14**

First Arriving Unit Average Response Time: 3 Minutes 39 Seconds

Average number of personnel responding - 10

**Member Recognition:**

Lt. Mike Nahas and Lt. Kevin West for their outstanding work handling the Food Drive and Santa Around Town Events. These two events are definitely a shining light on the fire department and the Santa Event is looked forward to by the entire town!

**Officer Volunteer Percentages:**

B. Hauss: 71.88%  
J. Hauss: 25.00%  
N. Lamana: 31.25%  
D. Hauss: 56.25%  
B. Thompson: 43.75%  
K. West: 21.88%  
M. Nahas: 12.50%

**Notes:**

Budget is complete, and all public notices are out. Public Hearing will be held on January 3, 2019 and the budget will be adopted on that date.

Hurst Pump for 2218 has been sold for \$4,500.00.

Christmas Party was a success and all that attended had a good time.

Commission Minutes posted to the website

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

**Training Report:**

Nothing new to report. Looking to do an Ice Rescue Class with Washington Township in the new year and start some combined training with Wenonah and Woodbury.

A Motion was made by Commissioner L. Campbell to accept the Chief's/Training Report. Second by Commissioner C. Jones, motion passed unanimously.

**Fire Marshal's Report:**

Captain N. Lamana presented his monthly report.

**Fire Marshal's Report November 15, 2018**

**Inspections:**

Total for the year 409 inspections completed  
All initial inspections completed for 2018  
18 re-inspections carried over to January 2019 (extensions granted and standard time given for December re-inspections 30 days)

7 GEO (Currently) forms emailed to Count to update names and make other corrections to locations in town

After meeting with state 4 farms were included to the inspection roster for 2018 (no fees collected for these inspections)

Working on “end of year” report for the State to be submitted by 1/31/2019

**Registration Fees:**

**Life Hazard Fees:**

Year to date collected \$20,157.81

**Non-Life Hazard Fees:**

Year to date collected \$5,936 (correction to last months report total came from wrong system report, correct print out attached)

Permits for this year total \$916.00

All outstanding non-life hazard fees still owed received emails last week for collections, penalties to follow if not paid.

**Fire Prevention / Public Events:**

The district participated in a total of 23 public events through the year

We received 3 boxes (total of 18) free smoke detectors from the County Fire Marshal’s Office and are registered to attend the 6 ABC Event in February to get more free detectors for the residents of Mantua.

Our driver abstract access was just updated for 2019 for collections of unpaid fire lane tickets

**Fire Investigations for 2018:**

Structure Fires: 3

Vehicle Fire: 4

Misc. Fire: 12

**Foam Taskforce:**

No meeting in December, they start up again January 2019. 2212 replaced 2213 as of designated foam rig

**Specialized Department Cross Training:**

(paid for by District 10)

Train the trainer, Ice Rescue January 8, 9, 10 @ Washington Township Headquarters

Rowan University walk through, January 30<sup>th</sup> 9am meet at Union Avenue Station

Active shooter situation for 1<sup>st</sup> responders, date and time not set will post in station when available.

Respectfully Submitted,

Nic Lamana FM22

Commissioner C. Jones asked what are the four farms that were being inspected. Captain A. Lamana advised that the farms being inspected are Williams Farm, Ballingers Farm, Wellcrest Farms and Stechers Farm.

A Motion was made by Commissioner L. Campbell to approve the Fire Marshal's report. Second by Commissioner N. Vacarino, motion passed unanimously.

### Building Maintenance Report:

Chief B. Hauss presented the Building Maintenance Report:

The shed was ordered from Springville Woodworks should be delivered sometime late next week. They will call to confirm the date.

The conex box is currently being prepped for painting once the weather is adequate to do so.

The plumbing and toilet issue were addressed and repaired in the hall male restroom.

2214 has started to be detailed.

Chief B. Hauss then spoke about quotes that Firefighter V. Torino received for the vinyl fencing in the rear of the Union Avenue Station.

Deptford Fencing was \$3,400.00

Burger Fencing was \$5,000.00

Amechi Fencing was \$4,562.00

Commissioners discussed further about the pricing and possibly completing the job in house. Commissioners then discussed that there will be a new neighbor at 191 E. Union Avenue and their intentions.

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

### Vehicle Maintenance Report:

Captain D. Hauss presented the Vehicle Maintenance Report:

For the time of 09/21/2018 – 12/20/2018 Vehicle Maintenance

Stripped 2213 of all equipment

Installed Q2B on 2214

Installed new amber lights and light bar on 2219

Installed new side warning light on the side of 2215

Repaired front end of 2203 Durango

For the time of 09/21/2018 – 12/20/2018 Equipment Maintenance

2218 combi tool fixed from fluid leak  
Repaired SCBA

Other notes:

Working on police cars

Installed 2 speakers in 511 and 53

Mounted Pack Tracker and thermal imager in 511

West Deptford new Fire Marshal vehicle had all equipment installed

Installed light in West Deptford Code Official Vehicle

Installing radios in public works vehicles

Merry Christmas,

Respectfully submitted by:

Daniel Hauss

Captain

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

### Solicitors Report:

Chief B. Hauss stated that discussion with the solicitor would be discussed in closed session.

### New Business:

Commissioner J. Hauss wanted to thank everyone for a great year, and hope to see all volunteers in the upcoming year.

Commissioner L. Campbell asked about the lighting at Jackson Road. Chief B. Hauss stated that he has purchased a new LED wall pack to come in, and Firefighter M. Mercer has been detailed to install a new light in the overhang for the kitchen entrance to the Jackson Road Station.

Commissioners and patrons then spoke about the best equipment to put in lighting beneath the overhang.

### Old Business:

Chairman K. Howarth then asked about the shared services agreement with West Deptford, which was discussed during the resolutions.

Chairman K. Howarth stated that the Union Avenue Fencing was previously discussed during the building maintenance report.

Chairman K. Howarth then asked about the Jackson Road zoning issue. Commissioner N. Vacarino advised all of the commissioners about the issue with the renter's zoning issue. Commissioner N. Vacarino stated that Covenant Messiah Church needs approval from the Zoning board for approval. Commissioner N. Vacarino stated that the church will need a lawyer to move forward with the issue. The commissioners discussed the occupancy of the building and issues regarding the necessity of the zoning issue. Commissioners stressed that it is important to maintain the renter to help offset costs.

Chairman K. Howarth then asked the status of the signs for the Union Avenue Station. Chief B. Hauss stated that we are waiting for Mantua Sign and Lighting to move forward. Money has been set aside.

### Open Meeting to Public:

Commissioner L. Campbell motioned to open the Meeting to the Public. Second by Commissioner J. Hauss, motion passed unanimously.

Commissioners asked about the location of Sidney Marks, he was fine but unavailable for the evening.

### Motion to Close Public Portion:

There being no comments from the public a motion by Commissioner L. Campbell to close the Public Portion of the Meeting. Second by Commissioner J. Hauss, motion passed unanimously.

### Closed Session:

Chief B. Hauss read Resolution 2018-44 Closed Session for Personnel Matters. A motion was made to accept the resolution by Commissioner L. Campbell. Second by Commissioner J. Hauss. Motion passed unanimously.

The commissioners went into closed session at 1946 hours.

The commissioners came out of Closed Session at 2106 hours. The commissioners discussed personnel issues regarding an employee's employment status. During closed session Firefighter K. Gill resigned from duty and is no longer an employee of the Mantua Township Fire District.

### Motion to Adjourn:

Commissioner L. Campbell made a motion to adjourn, second by Commissioner C. Jones, motion passed unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "B. Hauss". The signature is fluid and cursive, with a large initial "B" and a horizontal line extending from the end.

Brian Hauss, District Chief/Administrator