

Mantua Township Fire District #1
Board of Fire Commissioners
Minutes of Regular Meeting
April 18, 2019

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 L. Campbell, Commissioner N. Vacarino, and Commissioner C. Jones

Absent: 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 C. Jones, motion passed unanimously.

Resolutions, Bids:

Commissioner C. Jones read Resolution 2019-18 Authorizing Award of Contract for Purchase of KME Rescue Pumper. A motion was made by Commissioner L. Campbell to accept the resolution as read, second by Commissioner C. Jones. Chairman K. Howarth called for a roll call vote. Motion passed unanimously on roll call, five (5) yes.

Commissioner C. Jones then read Resolution 2019-19 Closed Session for Discussion of Personnel Matters. 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 21 purchase orders totaling \$9,283.23 the payments over \$1,000.00 in this bill pay were for \$1,656.40 to Radio Communications for Chargers and Receivers, for \$1,436.00 to MES for Leather Boots, and for \$2,419.30 to Goodyear Auto for tires for 2211 and 2212.

Commissioner J. Hauss then read the account balances:

General Account: \$1,844,938.05

Payroll: \$17,622.55
Main Street: \$199,916.04
Total: \$2,062,476.64

Commissioner J. Hauss stated that he spoke with the Auditor and that the audit is complete and all issues have been resolved, just waiting to get an active number for the Pension Services.

Chairman K. Howarth then read the annual contract with Petroni and Associates for Accounting Services for \$13,775.00. Commissioner J. Hauss made a motion to sign the contract with Petroni and Associates. Second by Commissioner L. Campbell, motion passed unanimously.

A Motion was made by Commissioner L. Campbell to accept the Treasurer's Report and pay the bills (\$31,469.65). Second by Commissioner C. Jones, motion passed unanimously.

Chief's Report and Training Report:

Chief B. Hauss was absent, Commissioner C. Jones presented the Chief/Training Report:

Call Log: March 2019

Total Dispatches: **54**

Structures:	8
MVCs:	6
Alarm Systems:	12
Vehicle Fire:	3
Brush:	1
CO/Fumes:	7
EMS Assist:	5
Incidental:	12

Working Fires: 5

Extrications: 1

AM (0600-1800): 44

PM (1800-0600): 10

Station Response: 41

Duty Crew Response: 13

First Arriving Unit Average Response Time: 4 Minutes 21 Seconds

Average number of personnel responding - 9

Member Recognition:

Crews that responded to the Trash Truck Fire on 04/13/2019. Crews were faced with heavy fire conditions, and handled themselves very well during a high profile incident.

Officer Volunteer Percentages:

B. Hauss: 56.10%
J. Hauss: 24.39%
N. Lamana: 19.51%
D. Hauss: 43.90%
B. Thompson: 12.20%
K. West: 26.83%
M. Nahas: Military

Notes:

Big Win for the Volleyball Tournament!

Hiring Process is underway.

Firefighter of the Year Ceremony was held April 11th, Lt. Thompson Awarded

In the past two weeks, crews have responded to seven working fires

Four sets of Turnout Gear and three lengths of 1 3/4" hose was damaged during the Trash Truck Fire and will be turned into Insurance for reimbursement.

Commission Minutes posted to the website

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

Training Report:

Training Schedule for next quarter is Attached.

Confined Space Training is underway, and we are utilizing Gloucester County Fire Academy to obtain certifications for RIC and Confined Space Training.

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

Fire Marshal's Report:

Captain N. Lamana was present and provided his monthly report.

April 19, 2019 Fire Marshals Report

Inspections (since last report):

Total: 38
Initial inspections: 25
Re-inspections: 13

New Businesses / GEO Updates:

570 Mantua BLVD American Dawn is open for business, warehouse/small office use

Foam Taskforce:

No Foam Taskforce meeting this month, next meeting is on May 14, 2019 at Station 26-1, 7pm

Pre-Plan:

This month I started converting all pre-plans from the word document to the Pro-Phoenix version of the pre-plans. All info entered into the inspection software converts to a pre-plan, then it is saved as a PDF where then it is uploaded to the Active 911 system for all to view.

Fire Prevention:

Girl Scout group did a tour of the Union Ave. Station on Sunday the 7th

Fire Investigations 2019:

3/30/2019 405 Main Street, vehicle fire

4/3/2019 993 Main Street, dwelling fire

4/8/2019, 106 Hill Street, dwelling fire

4/13/2019 405 Main Street, vehicle fires (handled by the Gloucester County Fire Marshal's Office)

Respectfully Submitted,

Nic Lamana

FM22

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

Building Maintenance Report:

Firefighter M. Mercer was present and read the Building Maintenance Report:

Elmer door came out to fix 2219 garage door

Firefighter Torino has kept up on any snow removal during the recent storms

All floors have been mopped, bathrooms cleaned, trash was taken out, and light bulbs in the bays were changed.

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

Chief B. Hauss then proposed dropping Cintas as our supply company for savings reasons. Commissioner J. Hauss motioned to leave Cintas at the end of the contract. Second by Commissioner L. Campbell, motion passed unanimously.

Vehicle Maintenance Report:

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

Captain D. Hauss stated that we are very busy. Tires have been replaced on 2211 and 2212. Working on West Deptford's Equipment. Fire District was approached by Greenwich Township to work on their equipment. Currently awaiting the Resolution to be sent from their Council.

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

Solicitors Report:

Nothing to report

New Business:

Chairman K. Howarth requested that Commissioner N. Vacarino speak about the HVAC unit repairs at Jackson Road Station. Commissioner N. Vacarino then read quotes received from Craig's HVAC and Adam's Mechanical. Commissioners then spoke about replacing the entire unit rather than just the condensing unit. Currently there was only two quotes and the Commissioners decided to table the topic until a third quote is obtained and question Craig's about if they would be replacing the lines in their unit.

Old Business:

Chairman K. Howarth then asked about the Fence installation at Union Avenue. Deptford Fence for \$4,665.00 and ACE Fence for \$4,500.00. Commissioners stated that we need a third quote to get the work completed.

Open Meeting to Public:

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

Mr. Sidney Marks recommended utilizing Andrew Joslin, Old Jersey Mechanical for the repairs to the HVAC.

Captain D. Hauss stated that we need to start looking to get HVAC Condensers for Union Avenue Station.

Motion to Close Public Portion:

There being no further 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:

The commissioners went into closed session at 1927 hours to discuss personnel issues.

The commissioners returned from closed session and discussed the hiring process for a new employee.

Motion to Adjourn:

Commissioner L. Campbell made a motion to adjourn, second by Commissioner J. Hauss, motion passed unanimously.

Respectfully submitted,

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

Brian Hauss, District Chief/Administrator