

Mantua Township Fire District #1
Board of Fire Commissioners
Minutes of Regular Meeting
April 19, 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 L. Campbell, Commissioner J. Hauss, Commissioner N. Vacarino as well as, Chief /Administrator and Recording Secretary Brian Hauss

Absent: Commissioner C. Jones

Consideration of Minutes from Previous Regular Meeting:

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

Resolutions, Bids:

A bid was received for the repair to the basement of the Barnsboro Property at 721 Main Street.

Treasurer's Report:

Commissioner J. Hauss presented the Treasurer's Report.

Commissioner J. Hauss stated that there were 28 purchase orders totaling \$23,610.25 the payments over \$1,000.00 in this bill pay were for \$1,100.00 for Training to Burlington County, \$1,077.00 for Leather Boots to MES, \$1,243.94 for Hoods and Gloves from Witmer Public Safety, as well as, \$7,608.08 and \$7,851.77 to Payroll.

Commissioner J. Hauss then read the Current Bank Account Statements. Commissioner J. Hauss advised that General Disbursements - \$1,456,948.44 and Main Street Account - \$163,918.64.

Commissioner J. Hauss then spoke with the commissioners regarding an issue with the Fire District's former CFO. The fire district was not billed for liability and workman's compensation insurance for 2017 and we were recently billed for \$51,250.00.

Commissioner J. Hauss stated that he is waiting for a plan from the auditor make the payment.

A Motion was made by Commissioner L. Campbell to accept the Treasurer's Report and pay the bills (\$23,610.25). Second by Commissioner J. Hauss, motion passed unanimously.

Chief's Report and Training Report:

Chief B. Hauss presented his Chief/Training Report:

Call Log: March 2018

Total Dispatches: 106

Structures:	1
MVCs:	10
Alarm Systems:	12
Vehicle Fire:	2
Mutual Aid:	5
Brush:	3
CO/Fumes:	2
EMS Assist:	8
Incidental:	63

Working Fires: 3

Extrications: 0

AM (0600-1800): 77

PM (1800-0600): 29

Station Response: 94

Duty Crew Response: 12

First Arriving Unit Average Response Time: 3 Minutes 46 Seconds

Average number of personnel responding - 9

Member Recognition:

Captain J. Hauss on 2018 VFW Firefighter of the Year! Chief Hauss read the letter he wrote to the VFW regarding his nomination.

Officer Volunteer Percentages:

B. Hauss:	71.28%
J. Hauss:	77.66%
N. Lamana:	12.77%
D. Hauss:	45.74%
K. West:	19.15%
M. Nahas:	41.49%

Notes:

Damage to 2217 Bay Door at Jackson Road. Cole Dyar, hit door while backing in. No damage to the truck; however, bottom two panels on door were damaged. Door still functions; however, needs to be repaired ASAP.

Conducted RIC Training at the GCFA on new prop. The first company ever to use the prop, and were able to manage and overcome the obstacles

Career Staff still working on exporting information onto the new system, to streamline operations. All inventory will be contained in Pro Phoenix.

T-Shirts, Long Sleeves and Hooded Sweatshirts are ordered and in stock for members and new members.

Commission Minutes posted to the website

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

Training Report:

1. Chief read the training schedule
2. Training Bills Attached
3. Night Crew meal bills attached

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

Fire Marshal's Report:

Captain N. Lamana was present and provided a report.

Fire Marshal's Report April 19th, 2018**Pro Phoenix:**

System almost at 100% for Inspections still waiting on the County to enter GEO form updates, and for the county to make corrections some forms that will be emailed or printed out to the businesses' again we are the first and only municipality that uses Pro Phoenix so the County is learning how to make these changes I need as we go along. The County can only make these corrections as administrator to the system.

Inspections Completed Since Last Report: 81 (Total for the year 164)

Initial: 76

Cooking suppression: 5

Pre-Plans:

Ongoing Registration update, forms have been emailed and faxed back to FM's Office, as the info is loaded into Pro Phoenix it is also updated in preplans within the Active 911 system too.

Registration Fees:

Life Hazards to date: \$10,583.30

Non-Life Hazard: Fees will be billed June 1st from Pro-Phoenix (along with all permit fees included)

Investigations Reported 2018:

Structure Fires: 1

Vehicle Fire: 1

Misc. Fire: .

Site Review:

Approved plans for dumpster enclosure at Wawa located at 699 Woodbury Glassboro Rd.

Foam Taskforce:

Taskforce drill is confirmed for April 29th 2018 at 9am in Mantua Twp. Dilksboro Rd (next to Lowes) any info see FM22. Cost recovery ordinance is going to be introduced at next Township meeting (May7th 2018) to approve the Fire District for 3rd party billing for foam operations and special emergency's within our response area.

Fire Prevention:

Met with Shelly from Chickfila regarding the Truck or Treat, picked a date of October 29th, 2018 5pm-8pm. A invited letter for both businesses and mutual aid companies was drafted up to be sent out. More to come on this event as the summer goes one.

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

Building Maintenance Report:

Chief B. Hauss presented the building maintenance report.

BUILDING MAINTENANCE REPORT

4/19/2018

Kevin Gill

- Jackson Rd. upstairs bathroom has been remodeled
- Jackson Rd. Hall Mens bathroom sink was replaced
- Jackson Rd. roof was being replaced yesterday and today
- Barnsboro FH (True North Church) had pipe break in basement. Crews went over and assisted with removing water and all of there equipment so a restoration company could come in and start repairs

- Firehouses are being maintained and cleaned
- Lawns will start to be cut and seeded once the weather breaks
- Lightbulbs at Union and Jackson are being replaced as they go out
- A light Ballast at Union Ave. between 2212 and 2215 is out and will be replaced

Respectfully Submitted,
Kevin Gill

Commissioners spoke about the issue at the Barnsboro Station at 721 Main Street. It was determined that a toilet on the main floor ran over night on April 18th to April 19th. During that time the toilet overflowed and leaked onto the floor and into the basement causing significant damage. It was recommended by Commissioner N. Vacarino that the tenants, True North Church, handle the water remediation and repair since the damage was caused by their issue. It was further discussed that the Fire District needed to repair the carpet in the basement regarding an upcoming French drain installation, so the fire district would incur the cost of the carpet repair.

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

Vehicle Maintenance Report:

Captain D. Hauss presented the Vehicle Maintenance Report:

Captain D. Hauss stated that he is servicing apparatus and working on police cars. Police Cars are keeping him busy.

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

Solicitors Report:

Chief B. Hauss advised that he emailed the Solicitor about meeting soon, and he advised that he cannot any of the upcoming meetings. The commissioners wanted to try and set up either a meeting or a conference call as soon as possible. Chief B. Hauss stated that he would contact the solicitor on April 20th to try and set up some dates.

New Business:

Commissioner N. Vacarino read the above mentioned bid from Support works by Dry Guys. Commissioner N. Vacarino read the detailed bid, for \$3,696.49. Commissioner N. Vacarino requested that Chief B. Hauss look into two more quotes for the same repairs. No further business was discussed.

Old Business:

Commissioner N. Vacarino spoke about the Jackson Road Roof Project. The roof project began on Wednesday, April 18th and at the time of the meeting the work appeared to be good. He also mentioned that the plywood looked clean, and that the roof vents were actually included in the initial proposal. Commissioner N. Vacarino stated that he was happy with the work so far. The job will be completed on Friday, April 20th. The signed proposal was turned over to Chief B. Hauss and logged with the remainder of the proposals.

Commissioner L. Campbell advised that at the last meeting the PBA president stated that their current landlord is fine with them leaving and that they hope to be moving in by June 2018.

Open Meeting to Public:

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

Motion to Close Public Portion:

Mr. Sidney Marks of 143 Ferndale Avenue stated that the applications for the National Fire Academy are due by Monday, April 23rd.

Captain N. Lamana asked about the status of the sign for the front of Union Avenue Station.

Chief B. Hauss advised that he spoke with BHR Contracting about the sign and that he has an idea to install the sign. Commissioners advised to inquire about pricing for BHR Contracting to complete the project.

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

Motion to Adjourn:

Commissioner J. Hauss thanked the members for their good work on a recent motor vehicle crash on Lambs Road.

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

The Meeting was adjourned at 1954 hours

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 of the name.

Brian Hauss, District Chief/Administrator