

Mantua Township Fire District #1
Board of Fire Commissioners
Minutes of Regular Meeting
May 17, 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 C. Jones, Commissioner N. Vacarino as well as, Chief /Administrator and Recording Secretary Brian 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:

No resolutions or Bids

Treasurer's Report:

Commissioner J. Hauss presented the Treasurer's Report.

Commissioner J. Hauss stated that there were 17 purchase orders totaling \$26,322.07 the payments over \$1,000.00 in this bill pay were for \$6,432.00 for Turnout Gear and \$1,072.00 to MES, as well as, \$8,542.38 and \$7,771.91 to Payroll.

Commissioner J. Hauss then read the Current Bank Account Statements. Commissioner J. Hauss advised that General Disbursements - \$1,379,299.39, Payroll Account - \$16,529.52, Main Street Account - \$163,919.99, and Total - \$1,559,748.90

A Motion was made by Commissioner L. Campbell to accept the Treasurer's Report and pay the bills (\$26,322.07). Second by Commissioner C. Jones, motion passed unanimously.

Chief's Report and Training Report:

Chief B. Hauss presented his Chief/Training Report:

Call Log: April 2018

Total Dispatches: 60

Structures:	3
MVCs:	19
Alarm Systems:	5
Vehicle Fire:	0
Mutual Aid:	7
Brush:	5
CO/Fumes:	1
EMS Assist:	6
Incidental:	11

Working Fires: 3

Extrications: 4

AM (0600-1800): 46

PM (1800-0600): 14

Station Response: 46

Duty Crew Response: 14

First Arriving Unit Average Response Time: 4 Minutes 46 Seconds

Average number of personnel responding - 9

Member Recognition:

Zach Bannar and Cole Dyar on completion of EMT-B, they sit for their test in the upcoming week.

Officer Volunteer Percentages:

B. Hauss:	58.70%
J. Hauss:	58.70%
N. Lamana:	39.13%
D. Hauss:	41.30%
K. West:	34.78%
M. Nahas:	21.74%

Notes:

Three new members:

James Robinson

Travis Young

Ryan Nahas (Returning)

Utilized acquired Structure at 155 Heritage Road on May 8th. Thanks to the owner Ed Damm for allowing us to utilize the space for training

2213 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 L. Campbell to approve the Chief/Training Report. Second by Commissioner C. Jones, 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 May 17, 2018

(I apologize for not being at meeting as I left for a scheduled vacation on Wednesday)

Inspections Completed Since Last Report: 63 (Total for the year 227)

Initial: 56

Cooking suppression: 6

Permit Inspection: 1 (total of 7 new Type 1 permits for new code {as of May 9, 2018} for vacant structures, \$54.00 each)

Penalty: \$1,000.00 penalty was issued to Home Depot for ongoing violation with blocked Fire Lanes and blocked FDC. They have 30 days to pay.

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: 2

Misc. Fire: 0

Site Review / New Construction:

Wawa almost complete, spoke to manager for the new location, still looking to open by the beginning of June.

Foam Taskforce:

Taskforce drill that took place on April 29th went well, we were the host company for the training incident, District 22 received a lot of praise from the Taskforce leaders on how our firefighters performed with our foam operations, thanks to all who participated.

Fire Prevention:

Attached is the sample invite letter to go out to mutual aid company's and local businesses for the "Truck or Treat" scheduled for October 2018. If the Board would like and changes or corrections please let me know.

Chief B. Hauss read the "Truck or Treat" invitation.

FM22

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

Building Maintenance Report:

Firefighter V. Torino was present and provided the building maintenance report.

May Report

1. Both stations grass has been getting cut weather permitting.
2. Power washing has begun for warmer months.
3. Both stations have been being cleaned and trash taken out weekly.
4. Mulch was put down at Union Ave station.
5. Contacted 3 stucco companies for prices for Jackson Road project.
 - a. Guzzo Stucco (Vineland)- requested a email of picture of building and what we want done.
 - b. Stucco Unlimited (Mantua)-Date Pending
 - c. Wayne Epting Stucco(Pitman)- Message left last week

Respectfully Submitted,
Victor Torino

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

Vehicle Maintenance Report:

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

05/17/2018 **Vehicle & Equipment Maintenance Report**

1. For the time of 03/16/2018– 05/17/2018 Vehicle maintenance
 - a. 2211 serviced
 - b. 2214 serviced
 - c. 2219 serviced
 - d. Valves ordered for 2212 2213

2. For the time of 03/16/2018 – 05/17/2018 Equipment maintenance
 - a. Replaced batteries in SCBA
 - b. 2218 Combi Tool Fixed

3. Other Notes
 - a. Working on Police Cars
 - b. Contract with Woodbury FD to service their equipment.
 - c. Installing Radios in Public Works Trucks for the Township

Respectfully submitted by:
Daniel Hauss

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

Solicitors Report:

Chief B. Hauss advised that he and Commissioner J. Hauss are meeting with the Solicitor on May 21, 2018 at 130 hours. Chief B. Hauss then advised that we received the concise report for the Audit. There are no significant changes needed.

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

New Business:

Chief B. Hauss proposed a Shared Services agreement from the City of Woodbury for repairs of the Fire Apparatus. A motion was made by Commissioner L. Campbell to draft an agreement between the Mantua Township Fire District and City of Woodbury for

Fire Apparatus maintenance. Second by Commissioner C. Jones, motion passed unanimously. No further new business was discussed.

Old Business:

Commissioner L. Campbell and Chief B. Hauss advised that the PBA is looking to move in by the end of the summer for \$1,600.00 per month, and if they are renters, they would like to have the first look at the Barnsboro Station if it goes for sale.

Chief B. Hauss spoke about the Barnsboro basement repairs. Advised that BHR contracting has performed the demolition, and Captain D. Hauss stated that the French Drain repair will not be completed until July 5th. Commissioner N. Vacarino then provided the three quotes for the repair, which are secured in a file relative to the project.

Commissioner N. Vacarino then spoke about the MUA Repair at Union Avenue. Commissioner N. Vacarino advised that they are not going to give us a date at this moment, and that they are backed up with work.

Chairman K. Howarth advised that the building maintenance division is looking into quotes for stucco at the Jackson Road Station.

Chief B. Hauss then spoke about a quote received by First Priority for a clone apparatus to Squad 2211. A ball park quote for a new piece of apparatus was \$685,000.00. Chief B. Hauss spoke about the benefits to purchasing a KME and the reasons to maintain a standardized spec. Chief B. Hauss then spoke about the sale of Engine 2213 and Squad 2218 and timetable of the sale. Hoping to sell Engine 2213 for approximately \$100,000.00 and then sell Squad 2218 for \$150,000.00 to \$200,000.00.

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:

There being no 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 L. Campbell made a motion to adjourn, second by Commissioner C. Jones, motion passed unanimously.

The Meeting was adjourned at 1937 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 stylized "H".

Brian Hauss, District Chief/Administrator