

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

Absent: Commissioner J. 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 2018-18 Authorizing commissioners to go into Closed Session to discuss personnel matters. A motion was made by Commissioner L. Campbell, second by Commissioner C. Jones, motion passed unanimously.

Treasurer's Report:

Commissioner C. Jones presented the Treasurer's Report.

Commissioner C. Jones stated that there were 25 purchase orders totaling \$25,110.10 the payments over \$1,000.00 in this bill pay were for \$1,848.25 for completion of Waterproofing Project to Dry Guys LLC, for \$1,671.00 for installation of Surveillance Cameras to TG Communications LLC, as well as, \$7,587.91 and \$8,291.25 to Payroll on July 12th and July 17th respectively.

A Motion was made by Commissioner L. Campbell to accept the Treasurer's Report and pay the bills (\$25,110.10). Second by Commissioner C. Jones, motion passed unanimously.

Chief's Report and Training Report:

Chief B. Hauss presented his Chief/Training Report:

Call Log: June 2018

Total Dispatches: 46

Structures:	8
MVCs:	12
Alarm Systems:	5
Vehicle Fire:	1
Brush:	1
CO/Fumes:	4
EMS Assist:	4
Incidental:	11

Working Fires: 6

Extrications: 1

AM (0600-1800): 32

PM (1800-0600): 14

Station Response: 35

Duty Crew Response: 11

First Arriving Unit Average Response Time: 4 Minutes 9 Seconds

Average number of personnel responding - 8

Member Recognition:

Justin Marchuk on graduating FF 1 program

Officer Volunteer Percentages:

B. Hauss:	51.43%
J. Hauss:	28.57%
N. Lamana:	17.14%
D. Hauss:	68.57%
K. West:	45.71%
M. Nahas:	14.29%

Notes:

Company will be providing a cover for Christiana Delaware 07/20 from 0900-1900.

Purchased new multi gas meter/detector, replace original inherited from Sewell Fire Company

Chief will be attending Records Retention training on July 26th.

Met with KME regarding new apparatus

Crews participated in both 4th of July parades at Wenonah and Pitman. Each piece of apparatus in the town participated.

Had to clean and repair two sets of turnout gear, Velcro and holes repaired.

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
 1. Dan Hauss attending Heavy Vehicle Rescue Instructor Class
2. Night Crew meal bills attached

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

Fire Marshal's Report:

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

Fire Marshal's Report July 19, 2018

Inspections: Total of 138 inspections logged into Pro Phoenix (system list attached). Still waiting on county to complete the entry of Geo forms, into the system so I can enter more completed inspections. About 65% of my Geo Forms that I gave county have been entered, so there is progress.

New NJ fire code took effect July 1st, new books can be ordered (purchase request attached) but the State stated expect delays with getting them issued.

Registration Fees:

Life Hazard Fees: Year to date collected \$16,673.81

Non-Life Hazard Fees: Being mailed out, due to technical difficulties with Pro-Phoenix that county has to correct with email process

Fire Prevention: Scheduling has started for fire prevention that will take place in October, Sewell School is scheduled for station visit on October 10th and 11th so far, waiting to hear back from other schools to lock in dates and times. After meeting with Chick fila and Lowes earlier this week, our Truck or Treat event scheduled for October 29th, is coming together, invitations for local businesses and mutual aid companies we are going to invite, are being mailed next week.

Investigations Reported 2018:

Structure Fires: 2

Vehicle Fire: 3
Misc. Fire: 0

Site Plan Reviews/ New Construction: New car wash purposed to go in the property between Tyler Mill Rd. and the Rite Aid off of Woodbury Glassboro Rd.

Foam Taskforce: I attended the task force meeting held on July 10th at Station 6-2, discussed was a hand line advancement training scheduled to be at the Gloucester County Fire Academy on October 6th, a sign-up sheet will be posted in station for all who would like to participate.

Respectfully submitted

Nicholas Lamana
FM22

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

Building Maintenance Report:

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

July Report

1. Lawn and Gardens are being cut and maintained, sprinkler out at Union Avenue
2. Union Avenue Pad, driveway and walkway have been power washed, and starting Jackson Road soon.
3. Daily cleaning is being done around the firehouse

Chief B. Hauss then advised that TG Communications installed three new cameras at Union Avenue for better coverage of Police Cars at the station.

Captain N. Lamana then spoke about a painting that was donated to the Fire District from a resident, and requested that we have he artist at a Commission Meeting to thank them for the painting.

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

Vehicle Maintenance Report:

Captain D. Hauss was not present in training, Chief B. Hauss provided a brief report regarding the Vehicle Maintenance Report:

All Woodbury Apparatus have been serviced.

Engine 2212 had an oil leak, which was repaired.

FM 22 and Brush 2215 were restriped

Police Cars are being repaired daily.

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

Solicitors Report:

Nothing to report

New Business:

Commissioner C. Jones made a motion to hold a special meeting on August 2, 2018 for the capital purchase out of fund balance for a new piece of fire apparatus not to exceed \$750,000.00. The special meeting would be to secure voter approval relative to the purchase of a new rescue pumper fire truck, as well as, the sale of two used fire apparatus to offset the purchase. Second by Commissioner L. Campbell, motion passed unanimously.

Commissioner C. Jones then made a motion to dispose of Resolution 2018-18 to cancel a discussion for personnel matters to be tabled to a later meeting. Second by Commissioner L. Campbell, motion passed unanimously.

Old Business:

Commissioner L. Campbell advised that the PBA is having issues with the landlord about moving out, and that the PBA has an attorney to try and break the lease.

Chief B. Hauss spoke about the Barnsboro basement repairs. The waterproofing is complete and construction is still underway by BHR Contracting.

The MUA Repairs are still on stand-by, Chief B. Hauss advised that he would reach out to Bill Krebs in regards to the repairs.

Commissioner N. Vacarino then spoke about the stucco project for Jackson Road. Commissioner N. Vacarino got a quote to perform the job on July 14th. Commissioner N. Vacarino stated that he is still waiting to hear back from two other contractors. Commissioner N. Vacarino stated that he wanted the other quotes to return prior to making a decision on exactly what we want and if we want to add stone to the front of the building.

Chairman K. Howarth asked about the purchase of the new Rescue Engine. Chief B. Hauss spoke about a meeting with KME about the purchase. Chief B. Hauss stated that the salesman stated that if we do go forward with a cash project we may save a substantial amount of money. The price of the apparatus has risen due to the rise in price of metals. Chief B. Hauss advised that there was discussion about some minor changes to the new apparatus; however, keeping the same kind of specifications. Possibly going for a special election to purchase the new apparatus. Commissioner N. Vacarino then asked about possibly trading in the apparatus and recommended on the special meeting notice to advise of the sale of the used apparatus to offset the purchase of the new piece of apparatus. 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, and that in the 11 past years we have only purchased two pieces of apparatus, while in the ten years proceeding the fire district there were 5-8 pieces of apparatus purchased.

Open Meeting to Public:

There was a motion by Commissioner L. Campbell 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 L. Campbell. Second by Commissioner C. Jones, motion passed unanimously.

Motion to Adjourn:

Commissioner N. Vacarino made a motion to adjourn, second by Commissioner L. Campbell, motion passed unanimously.

The Meeting was adjourned at 1951 hours

Respectfully submitted,

A handwritten signature in black ink, appearing to read "B. Hauss", written over a faint circular stamp or watermark.

Brian Hauss, District Chief/Administrator