

**MOUNT LAUREL FIRE DISTRICT #1
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING MINUTES**

October 16, 2017

**Fire Department Headquarters Station
Meeting Minutes #12**

A moment of silence observed for Chief Alan Brunacini, Chief of the Phoenix Arizona Fire Department, who passed away Sunday.

IN ATTENDANCE:

1. Commissioner Cornue
2. Commissioner Ridenour
3. Commissioner Roura
4. Commissioner Shestack
5. Commissioner Hamilton
6. Deputy Chief Burnett, Administration
7. Deputy Chief Evans, Operations
8. Solicitor Braslow

NOT IN ATTENDANCE:

1. Chief of Department Colucci

The meeting was called to order by Commissioner Ridenour at 8:05 PM.

The Pledge of Allegiance was recited and a moment of silence observed.

Public announcements were read by Commissioner Hamilton.

APPROVAL OF MINUTES:

Commissioner Cornue made a motion to approve the September 18, 2017 regular meeting minutes that were seconded by Commissioner Hamilton. The motion was approved by the Board with Commissioners Shestack and Roura abstaining.

FINANCIAL MATTERS:

Commissioner Roura reported that he had reviewed the October monthly bills and found them all to be in order, noting that a debt service payment was included. DC Burnett stated the bills totaled \$292,701.66 of which \$223,000.00 was applied to the apparatus capital lease payment. Commissioner Roura made a motion to approve the monthly bills totaling \$292,701.66 that was seconded by Commissioner Shestack. The motion was unanimously approved by the Board.

MONTHLY REPORT BY ADMINISTRATOR:

DC Burnett had provided his monthly report to the Board. An update was provided on the transition to the new position and some of the challenges of the new position and future changes looking to be implemented. He stated the Chief is working on the 2018 Budget and that DC Evans and he are working to support the process.

Puente, the general contractor, sent 2014 maintenance bond construction close-out documents to our architect at The Design Collaborative for review and approval in order to start closing this bond.

The HVAC units at Station 363 and 361 that were installed incorrectly (not level) have been corrected. They were not leveled. Another issue reported last week was water leaking onto ceiling tiles in the bunk area of 363. The cause for the leak was uninsulated ductwork that was sweating and dripping down onto the ceiling tile.

We've begun the process of replacing overhead door operators at 362 following a recommendation from two overhead door contractors that the doors are in good shape and don't need to be replaced at this time.

Have been meeting with Commissioner Shestack to evaluate our insurance costs, along with meeting with another insurance vendor to seek additional quotes. Noted in June that we did approve a resolution for a three-year extension into the JIF that takes us to January 2021.

BOARD QUESTIONS FOR THE CHIEF OF DEPARTMENT:

Chief Colucci had submitted his monthly report to the Board for their review prior to the meeting. In Chief Colucci's absence, DC Evans was available for questions and comments.

Volunteer Labor Management Meeting Review: items brought up for conversation replacement of santa suits and candy canes

Commissioner Shestack stated the Board will be replacing the existing Santa suits with five (5) new ones, stating further the ones we have are very old. Each station will have their own suit, while the other two (2) remaining at HQ. Captain Einstein will put together a proposal and submit it to DC Evans. While on the subject, the candy canes will now be 5" and not 3" due to quality.

Discussion was held on whether or not a policy should be written for life members of the fire companies to access and utilize the department's gym facilities outlining gym use. Such members are those that have retired from firefighting, but remain active by attending meetings. Solicitor Braslow recommended bringing this matter to our insurance agent due to liability purposes. It was also recommended to have the member sign off on a liability waiver annually, as well as updating contact information.

OTHER MATTERS:

Commissioner Hamilton read by title the "First Reading" of the Introduction of Resolution relative to the Creation of Paid Position of Account Clerk to the Mount Laurel Fire District #1. Commissioner Shestack made a motion to approve the first reading that was seconded by Commissioner Roura. The motion was unanimously approved by the Board.

COMMENTS OF FIRE DISTRICT PROFESSIONALS:

Solicitor Braslow provided the Board with a brief of the Local Finance Board's decisions.

COMMENTS OF FIRE COMMISSIONERS:

Commissioner Cornue said it's wonderful to see MLFD on the front page of the Mount Laurel Sun newspaper these past couple of months.

Commissioner Shestack reported the FD's softball team are in the winter league, and are at six (6) and four (4) with two (2) weeks remaining.

PUBLIC PARTICIPATION:

Scott Jones informed the Board that the school district is running a strategic planning initiative called Path to Success 2030 and is putting together a series of meetings in November and December. They will be looking for input from the public, specifically community members and leaders such as fire department, police department, township, PTOs, etc., and residents. He stated they are looking for interested persons to sign up and give input as to what one might not like about the schools or child's tenure, things that we can do better.

Resolution #2017-47 "Closing of Meeting Pursuant to Open Public Meetings Act". A motion to approve the resolution was made by Commissioner Roura that was seconded by Commissioner Shestack. The motion was unanimously approved by the Board.

Commissioner Roura made a motion to adjourn the meeting that was seconded by Commissioner Shestack. The motion was unanimously approved by the Board.

**THE OPEN SESSION ENDED AT 8:43 PM.
A CLOSED SESSION BEGAN AT 8:45 PM.
THE CLOSED SESSION ENDED AT 9:00 PM.**

THE MEETING ADJOURNED AT 9:00 PM.