

MOUNT LAUREL FIRE DISTRICT #1
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING MINUTES
November 20, 2017
Fire Department Headquarters Station
Meeting Minutes #13

The meeting was called to order by Commissioner Ridenour at 8:00 PM.

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

Commissioner Ridenour dedicated this meeting to the fire victims in the fire that occurred at the nursing home in PA.

IN ATTENDANCE:

1. Commissioner Cornue
2. Commissioner Ridenour
3. Commissioner Roura
4. Commissioner Shestack
5. Commissioner Hamilton
6. Chief of Department Colucci
7. Deputy Chief Burnett (Administrative)
8. Deputy Chief Evans (Operational)
9. Solicitor Braslow

Public announcements were read by Commissioner Hamilton.

PUBLIC HEARING ON NEW PAID POSITION OF ACCOUNT CLERK

Commissioner Hamilton read by title Resolution #2017-49 (second reading) "Establishment of the Paid Position of Account Clerk for the Mount Laurel Fire District #1. Commissioner Hamilton made a motion to open the hearing that was seconded by Commissioner Shestack. The motion was unanimously approved by the Board.

There was no public discussion, consideration of amendments, or comments of the Fire Commissioners.

Commissioner Roura made a motion to close the public hearing that was seconded by Commissioner Hamilton. The motion was unanimously approved by the Board.

Commissioner Hamilton read by title Resolution #2017-49 (second reading) "Establishment of the Paid Position of Account Clerk for the Mount Laurel Fire District #1. Commissioner Roura made a motion to approve the resolution that was seconded by Commissioner Hamilton. The motion was unanimously approved by the Board.

ADOPTION OF RESOLUTIONS:

Resolution #2017-48 "Authorization for the Sale of Surplus Equipment Assets" Commissioner Roura made a motion to approve the resolution that was seconded by Commissioner Hamilton. The motion was unanimously approved by the Board.

Resolution #2017-50 "Approval of 90-Day Test Period for Proposed Methodology Change to Administrative Policy #04-015, Additional Work Hours" Commissioner Roura made a motion to approve the resolution that was seconded by Commissioner Hamilton. The motion was unanimously approved by the Board.

Battalion Chief Santone briefly explained the process for hiring overtime, stating currently that a card system is used in conjunction with a spreadsheet to track numbers when processing. The new method would utilize the existing scheduling program (ePro) for a 90-day test period where a group text messaging system would be used to notify members of each platoon when overtime occurs.

Resolution #2017-51 "Appointment of Jennifer Z. Dawson to the Part-Time Position of Account Clerk for the Year 2017" Commissioner Roura made a motion to approve the resolution that was seconded by Commissioner Cornue. The motion was unanimously approved by the Board.

APPROVAL OF MINUTES:

Commissioner Roura made a motion to approve the Regular Meeting Minutes of October 16, 2017 that was seconded by Commissioner Hamilton. The motion was unanimously approved by the Board.

FINANCIAL MATTERS:

Commissioner Roura reported he had reviewed the November monthly bills and found them all to be in order. He did point out that there was one outstanding item, which was the cost for repairs for the damage sustained to Ladder 3635's bucket. These costs will be covered by our insurance. He further pointed out there was a deer strike that caused \$4,400 damage to the BC car that would also be covered through our insurance. Commissioner Roura made a motion to approve the bills totaling \$89,553.47 that was seconded by Commissioner Shestack. The motion was unanimously approved by the Board.

MONTHLY REPORT BY DEPUTY CHIEF BURNETT – ADMINISTRATOR:

DC Burnett provided a verbal report to the Board and provided them with a 2017 expenditure year to date summary report.

He informed the Board that we are working with New Road Construction regarding a liquidated damages claim from one of our professionals against one of the contractors. He stated he and Chief Colucci met with New Road in which to discuss the matter. Outcome was that a communication would be sent to the architect and contractor in order to meet to discuss the matter and find resolution. He then welcomed Jennifer to the team.

BOARD QUESTIONS FOR THE CHIEF OF DEPARTMENT:

Chief of Department Colucci had submitted his monthly report to the Board for their review prior to the meeting. He had nothing further to add. There were no questions or comments.

STANDING COMMITTEE REPORTS:

Commissioner Ridenour reported that DC Burnett is working with New Road and contractors to close out this project.

Commissioner Roura reported a budget meeting was held last week, which was the first, with another meeting scheduled for 11/29. He stated there will be a work session with the Board December 4 in hopes of approving the budget at the regular meeting December 18 then send it up to the state.

Commissioner Ridenour asked what kind of position we will be in for 2019. Commissioner Roura replied we should be about the same with the anticipated surplus remaining the same as we go into it this year.

Commissioner Shestack reported there will be no increase in state health benefits for 2018.

DC Burnett referenced the JIF, stating next year we are going to be more proactive with safety and near misses, and have an insurance representative provide a presentation at the January monthly Chiefs' meeting. He reported he was advised by JIF that fire trucks more than 15-years old will not be covered for replacement, but at fair market value. Therefore, he is going to request through the JIF a proposal for additional insurance to cover three (3) of our apparatus that exceed 15 years of age for replacement value for catastrophic events.

OTHER MATTERS:

Commissioner Ridenour proposed to change the start time of the meeting from 8:00 to 7:00. Chief Colucci then asked if it could be changed back to Tuesday (the second and fourth Tuesday of each month starting at 7:00 PM). To give time for the Commissioners to check their calendars, as well as coordinating with the labor relations meetings, this topic will continue at the next meeting.

COMMENTS OF FIRE DISTRICT PROFESSIONALS:

Solicitor Braslow stated he met with the DCA director and staff and was provided a copy of the Local Finance Notice that he had emailed to the Board. He stated DCA feels there has been issues with some of the applications, and other miscellaneous issues, and this was their attempt to clarify. He asked the Board to take a look at it, and that part of that memo does compare with the current law as the law would be, which will take affect 1/1/2019.

COMMENTS OF FIRE COMMISSIONERS:

Commissioner Shestack reported softball was terrible.

Commissioner Roura wished everyone a Happy Thanksgiving.

Commissioner Ridenour wished everybody a safe and healthy Thanksgiving.

PUBLIC PARTICIPATION:

James Moyer, President Local 4408, welcomed Jennifer. He said he has met with Chief Colucci over the past month or two (2) about the creation of the position and the need for it. He said the local understands the need for it, especially at this time, as we are concerned about reasons and the need for the position. He then asked if members of the local could participate in the finance committee meeting(s) as they were part of the process years back. Commissioner Roura said they would discuss that topic.

Resolution #2017-52 “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 8:39 PM.
A CLOSED SESSION BEGAN AT 8:44 PM.
THE CLOSED SESSION ENDED AT 9:42PM.**

THE MEETING ADJOURNED AT 9:42 PM.