

Pittsgrove Township District 3 Board of Fire
Commissioners Meeting Minutes

April 5, 2022

The April 2022 meeting was called to order at 19:31 by Chairman Smith. Chairman Smith opened the meeting by leading the Pledge of Allegiance and acknowledging the Open Public Meetings Act (Sunshine Law)

Roll Call

Richard Smith	Present
Christopher McDowell	Present
Sean Henderson	Present
Brandon Mathews	Present
George Cousin	Present

Reading of the previous meetings minutes

The minutes of the February 2022 meeting were read independently. On a motion by Mathews and a second by McDowell the minutes were approved as read. Vote: All in Favor.

Bills

Bills for April were read by Smith. On a motion by Mathews and a second by McDowell the bills were approved to be paid. Vote: All on Favor.

Associated Fire Protection	252.50
Atlantic City Electric	634.69
C&H Disposal Service Inc.	90.00
Comcast	477.94
Ed Myers Jr.	240.00
Elmer Times	25.63
Lee Rain	248.94
Lincoln Financial	7,216.00
Major Petroleum	71.68
Richard Braslow	408.50
South Jersey Gas	989.28
TOTAL	\$10,655.16

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Bills for March were read by Smith. On a motion by Mathews and a second by McDowell the bills were approved to be paid. Vote: All on Favor.

Amazon Capital Services	61.98
Atlantic City Electric	436.79
C&H Disposal Service Inc.	180.00
Comcast	478.32
Ed Myers Jr.	1,019.88
Elmer Times	15.00
Emergency Education & Development LLC	200.00
Matthew Morse	45.62
Municipal Emergency Services	8,313.00
Norman Lenchitz	194.00
Richard Braslow	42.00
South Jersey Gas	840.73
Teresita Lenchitz	194.00
Timothy O'Donnell	300.00
VFIS	3,344.00
WEX Bank	65.26
Witmer Public Safety Group	735.25
TOTAL	\$16,465.83

Reorganization

Resolution 2022-4-5-1 appointing officers
Chairman - Richard Smith
Vice Chairman – Sean Henderson
Treasurer – Brandon Mathews
Clerk – George Cousin
Secretary – Chris McDowell

Resolution 2021-4-5-2 meeting dates
First Tuesday of the month. May 3rd, June 7th, July 5th, August 2nd, September 6th, October 4th, November 1st, December 6th, January 3rd, February 7th, March 7th. Budget workshop dates October 5th, November 5th, December 7th

Resolution 2021-4-5-3 Newspaper
Elmer Times and the South Jersey Times

Resolution 2021-4-5-4 Attorney
Richard Braslow

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Resolution 2021-4-5-5 Auditor
Bowman & Co

Resolution 2021-4-5-6 Bank
First National Bank of Elmer

Resolution 2021-4-5-7 Board bonding
In the amount of \$2,500,000

Resolution 2021-4-5-8 Signatures
Three required

Resolution 2021-4-5-9 Cash management plan
Carry over from previous year

Resolution 2021-4-5-10 Approval of claims
Three signatures

Roll call vote for resolutions 2021-5-4-1 through 2021-5-4-10
McDowell - Yes
Smith - Yes
Henderson - Yes
Cousin - Yes
Mathews – Yes

Chief's Report

Chief Morse gave the fire report and reported that LOSAP is complete and has been posted.

FirstNet contract will be \$119.97 for three lines as approved previously

FDID numbers will be issued differently to avoid reusing numbers. This will mean we'll need to buy everyone a new helmet shield with a "23" vide the current FDID number.

SOG's are in work, the officers are cleaning them up.

The Chief requested the ok to start working up prices to replace the command vehicle. He intends to purchase the vehicle via state contract. The board was ok with moving forward on pricing.

The Chief presented his report on 23-1 and requested permission to take it out of service and sell it. On a motion by Cousin and a second by Henderson he was approved to take 23-1 out of service and auction it off as per law.

There was discussion on the status of 23-7A. On a motion by Cousin and a second by Henderson he was approved to take 23-7A out of service and auction it off as per law.

Resolution 2022-4-5-11 to sell 23-1 and 23-7 as per law.

McDowell - Yes
Smith - Yes
Henderson - Yes
Cousin - Yes
Mathews – Yes

The Chief requested permission to start working on pricing a new truck. The officers would like to start working on a mid-mount platform. The board was ok with starting the process.

April 18th is annual training at Monroeville's station.

There were two new members recommended by the company, Traci and Dave Walukiewicz.

Company Report

Nash said that he wants to buy six throw bags for water rescue for \$120 each. On a motion by Henderson and a second by Mathews he was approved to make the purchase. Vote: AIF

Nash requested permission to buy 10 more pagers at \$355 each. On a motion by Henderson and a second by Cousin he was approved to make the purchase. Vote: AIF

Nash requested permission to purchase some various office supplies such as four telephones, label maker tape and recycling bins. On a motion by Mathews and a second by Henderson to make the purchases. Vote: AIF

Nash reported that there is a big roof leak in the ladies room and a smaller one in the kitchen that need to be addressed ASAP.

Nash said he spoke to various vendors about replacing the letters on the front of the building. He had a quote for \$1352.07 to replace all of them. On a motion by Mathews and a second by Henderson he was approved to get the letters replaced. Vote: AIF

Nash is working on a quote to replace the station air lines.

Nash told C&H to increase the trash pickup from 1 time a month to 2 times a month.

Nash reported that the combi tool on 23-2 was serviced.

Chief Morse said the fuel cards are working properly at the school.

Dave W wants to get 4 gas shocks for the doors on 23-6

Kris said the hydrant was temporarily fixed but the switch still needs a permanent replacement.

Old Business

Chairman Smith brought up repairing the well. They requested quotes from three vendors but only one had responded. The quote was for \$17,384.00 and Rick said that Braslow ok'd the purchase due to three quotes being requested. Discussion followed.

Chairman Smith said he had a quote for replacing the property line trees from TBI landscaping. Discussion followed; the topic was tabled.

There was discussion about the future of the building. The board asked Myers Jr. to reach out to Garrison Architects to see if they would work with us on a long-term plan.

Chairman Smith said we still need to get the attic ladder installed. He will work on finding someone to install it for us.

New Business

Mathews thanked everyone for the work at the breakfast, he thought it went very well. He also thanked everyone for the great work at the recent house fire. There was a citizen who stopped in on Monday to express their gratitude and there have been numerous Facebook posts about how well the situation was handled.

Adjournment

Cousin motioned for adjournment at 21:28, Henderson seconds. Vote: All in Favor.