

Pittsgrove Township District 3 Board of Fire
Commissioners Meeting Minutes

September 7, 2021

The September 2021 meeting was called to order at 19:37 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
Jeffrey Morse	Present
Christopher McDowell	Present
Sean Henderson	Absent
Brandon Mathews	Present

Reading of the previous meetings minutes

The minutes of the August 2021 meeting were read independently. On a motion by Morse and a second by McDowell the minutes were approved as read. Vote: All in Favor.

Bills

Bills for August were read independently. On a motion by Morse and a second by McDowell the bills were approved to be paid. Vote: All on Favor.

Atlantic City Electric	434.41
Comcast	816.74
Ed Myers Jr.	240.00
F&W Grafix	5,785.34
Joseph Racite	205.00
Major Petroleum	213.00
Municipal Emergency Services	1,868.00
Omega Pest Management	96.80
Richard Braslow	735.00
South Jersey Gas	55.59

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South Jersey Overhead Door	855.90
WaWa Fuel	150.24
Weber's Power Equipment	440.99
William Beckett	350.00
TOTAL	\$12,247.01

Chief's Report

Chief Myers said that there was a live burn at the Salem County Fire Academy on Sunday, Captain Morse was in charge, everything went well. The change in radio procedures was voted down so nothing is changing. He is working on a fuel agreement with the Pittsgrove Township Board of Education.

Assistant Chief Kris Myers said the chain saw has been received. Physicals are scheduled for November. Hose and Ladder testing will be tomorrow. The batteries on 23-5 are dated 2014. On a motion by Morse and a second by McDowell he was approved to replace the batteries on the tractor and trailer. Vote: AIF Kris also said that the flow meters on 23-2 are not accurate, he'd like to purchase a portable flow meter so we can test and adjust the meters as necessary. Discussion followed. It was decided to wait on more information before purchasing. Kris needs an adaptor for 23-2, on a motion by Morse and a second by McDowell he was approved to purchase the adaptor from MES. Vote: AIF. He said that he's seen spotted lantern flies on the trees on our property, something should be done. There are LED lights out on the tank level gauges on 23-2. On a motion by Morse and a second by McDowell he was approved to get them fixed. Vote: AIF

Company Report

Robert Larkin said the company is looking into getting a new dumpster.

Old Business

Chairman Smith said that Omega Pest returned their key fob. Commissioner Morse spoke about the stipend program and added that a 1 penny increase amounts to \$18,411.87. The stipend program, as proposed at the last meeting, would cost approximately 2 cents. He proposed increasing the tax rate by 1 cent and taking the other 1

cent from surplus. Discussion followed. Jeff if talking to the accountants, attorney, state and federal officials about setting the program up properly. The board is in favor of moving forward with the program.

New Business

Commissioner Morse then spoke about potentially hiring a “Fire Clerk” and reviewed a potential job description. Discussion followed. The total cost would be approximately \$36,778 including 40% for backend expenses. Chairman Smith moved to table the discussion until next month.

Commissioner Morse then presented a uniform policy for review.

Commissioner Morse then spoke about potentially buying a desk, chair and computer to be placed in the area of the old fax machine shelf. Discussion followed on going paperless and adding iPads, with cellular service, to the trucks to assist with navigation and documentation. On a motion by Mathews and a second by McDowell he was approved to purchase a desk, chair, computer, 3 iPads and cellular service in an amount not to exceed \$3500. Vote: AIF

Adjournment

Morse motioned for adjournment at 21:05, McDowell seconds. Vote: All in Favor.