

The Board of Fire Commissioners, District #2, Gloucester Township held a workshop in the Chews Landing Fire Station on Tuesday, September 2, 2025.

Chairman Genzel opened the meeting at 7:00 pm with the flag salute and acknowledgement of the meeting being held in accordance with the Open Public Meeting Act.

Roll Call: Genzel - Present Evans - Absent Reichert - Present Grady - Present Donahue - Present

Also in attendance was Administrator Robb and Chief Haines

Chairman Genzel shared with the commissioners a letter that was presented to him prior to the meeting by Captain Ryan Comisky on behalf of the Executive Committee of the Chews Volunteer Fire Company #1. The letter dealt with a personnel issue that will be discussed in Closed Session at the September 10<sup>th</sup> commission meeting. Administrator Robb discussed the items on the attached agenda, to include the cost calculation and estimated 2026 budget impacts should the board decide to either one and a half (salary shared with D4) or two additional career firefighters. It was acknowledged that the hires would require approval from the voters to exceed the 2% budget cap. A lengthy discussion of both fire district consolidation and volunteer / career staffing levels followed.

A motion was made by Reichert and 2<sup>nd</sup> by Grady to adjourn the workshop at 8:39pm.

All in favor, motion carried.

Submitted by Administrator Robb

Read and Approved:

Chairman:

George Genzel

Clerk:

Nathan E. Robb

Date:

Sept 10, 2025

TO: Board of Fire Commissioners

From: Bill Robb – Administrator

RE: Workshop – September 2, 2025

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1. Shared Services / Interlocal Agreement Programs:
  - a. The next meeting is scheduled for Thursday, September 18, 2025 at 7:00pm at Station 84. Minutes of the August meeting have been distributed.
  - b. The 2025 2<sup>nd</sup> Quarter payment for Squad 88 Shared Service costs in the amount of \$4,468.11 has been received from D4.
  - c. The Board has been provided with the minutes of the two meetings of the D2/D4 Consolidation / Staffing Sub-Committee. Should there be a decision to budget for the hiring of one and a half or two firefighters next year, it will almost definitely require a referendum to exceed the 2% budget cap. I've spoken with Attorney Rich Braslow regarding the requirements to request voter approval to exceed the cap in the event the board decides to move forward with the hiring proposal. I've also provided the board with estimated costs for hiring / funding either one and a half or two firefighters in 2026, along with the projected budget impacts. The next sub-committee meeting is scheduled for Tuesday, September 16<sup>th</sup> at 9:00 am.
  - d. The 2026 Squad 88 Interlocal Agreement compensation amounts have been forwarded to District 1 (\$55,500.00) and District 33 (\$83,500.00). I spoke with the chairman of each board last week, and both acknowledged receipt of the documents and said they would be discussed at their September meetings. I advised both that two representatives of each district have been appointed and are willing to meet with representatives of their districts to discuss the topic if requested.
  - e. The In-House Duty Crew Interlocal Agreement, approved and signed by D2 has been forwarded to Chief Reiss to secure approval and signatures from Fire Districts 1, 3 and 4.
  - f. Repairs to the current Squad 88 MDC have been completed and the unit has been returned to service on the Squad. Once the new Panasonic CF-33 Toughbook computer is received and placed in service the repaired MDC will be moved to RE88.
  - g. The amendment to policy 19-003 FO and FF Deployment, Appendix B, with job responsibilities for the D4 Career Fire Chief, the D2 Deputy Fire Marshal and the D2 Assistant Mechanic positions, has been provided to the board for review. The amendments are pending review by the Shared Service Committee members, but no changes are anticipated. Barring any objections I will present the policy for approval at next week's meeting.
2. Updated Administrative Policy 20-2 V2, Discrimination in the Workplace, approved at the August meeting, has been distributed to all members and stored on the Company Share and Career Staff network drives.
3. As approved by the board, FF Wolf has registered for the 96 hour Fire Inspector Class, to be held at the Mantua Township Fire Department during the month of September.

4. The recognition ceremony for Past Chief Millisky was held in the banquet hall on Thursday, August 21<sup>st</sup>. The event was well attended and greatly appreciated by Past Chief Millisky and his family. Thank you to the board and the fire company for your financial support of the event.
5. Delivery of the two sets of PPE (coat and pants), and two pair of boots ordered from Continental Fire and Safety, along with the Squad 88 hose ordered from Dival is pending.
6. Chief Haines has suggested that we issue the ice rescue awards at a monthly commission meeting, which I agree is our best option. Before we can do that assistance is still needed from the committee regarding the form of awards (plaques, ribbons, letters, etc..) and the language for each. We are still awaiting confirmation of the air date for the Heart of Heroes episode highlighting the rescue.
7. Late last year members of the career staff submitted a request for installation of cooking facilities in the fire company lounge. It was acknowledged that the project would require trustee approval and possible cost sharing. Captain Procopio is aware of the topic and has conducted some preliminary research of possible options and costs. I'm noting this on the agenda to hopefully provide time for discussion and a decision prior to budget planning season.
8. The contract with First Arriving app was signed shortly after the June meeting and development is in process. I agreed to handle the integration of the First Due and Aladtec data, with both tasks completed / in process. The Active 911 subscription expired on July 31<sup>st</sup> and has not been renewed.
9. I'm pleased to report that an agreement has been reached between the board of fire commissioners and the fire company regarding access to the Unifi app that controls the station wifi system. Per the agreement, the fire district's IT representative has been provided credentials to log into the system to review the security settings. Any suggested changes will be forwarded to the trustees, and the district IT rep is not authorized to make any setting changes. I will request a Motion at next week's meeting to formally approve the signed agreement.
10. The background investigation of New Member Applicant Christian Farrell, a resident of Fairways Apartments, is complete, and Mr. Farrell has been provided with a provisional offer of membership, pending successful completion of a pre-membership physical / drug screen. Mr. Farrell is currently out of state for vacation, and has agreed to schedule his physical upon his return later this month. An application for a resident of Richland, Atlantic County with prior firefighting experience is currently with the fire company investigating committee.
11. Input regarding possible changes to the Membership / In-House Duty Crew policies is pending input from the joint commission / fire company committee. The appointed board representatives are Commissioners Reichert and Donahue.
12. Payment from the district's group life insurance policy has been made to Carol Koehler as the beneficiary of Life Member Fred Koehler. The paperwork for payment of the LOSAP funds in Fred's account has been submitted to Lincoln Financial, with the disbursement of funds pending.
13. Chief Haines and I are scheduled to meet with a representative of VFIS Insurance on Tuesday, September 9<sup>th</sup> at 2:30 pm for completion of our periodic insurance survey.
14. A Motion to approve the order of t-shirts, baseball hats, winter hats and Class A ceremonial white gloves from Action Uniforms in the amount \$3,567.00 will be requested at next week's meeting. This is the first order for these items in several years.
15. Annual payment for the New Jersey Supplemental Fire Service grant in the amount of \$7,473.45 has been received from the township.