

The eight hundred and fifteenth meeting of the Board of Fire Commissioners, District #2, Gloucester Township was held in the Chews Landing Fire Station on Wednesday, December 10, 2025

Commissioners present were: Genzel, Reichert, Evans, Donahue and Grady Also present were Chief Haines, Administrator Robb and Solicitor Carlamere.

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 and having been advertised as such.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

A motion was made by Evans and 2nd by Grady to accept the minutes of the previous meeting.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

Chief's Report: Chief Haines reported that the station and apparatus have been decorated and the department attended 3 Christmas parades and took 1st place in all 3. There were 3 working fires after Thanksgiving one incident resulted in an issue with GTFD #1. A letter was sent from the county regarding Station 81 breaking deployment. Congratulations were offered to FF John Donahue who has been appointed Lieutenant of the department.

Administrator's Report: Administer Robb reviewed the attached agenda.

Solicitor's Report: none

Group Report: "A" Building Maintenance, Park (K. Donahue) Comm. Donahue advised that his report has basically already been covered by the Administrator.

Group Report: "B" Fire Prevention, EMS (J. Reichert) Comm. Reichert reviewed the Fire Prevention report supplied by Fire Marshal Young noting that we only have 2 district businesses that are still owing fess from 2025. There is a possibility of a new code that would require each apartment have an extinguisher, the ordinance to align the fees with the state are still under review and the annual 5-County FM luncheon last week had a good turnout

Group Report: "C" Apparatus & Equipment (R. Evans) Comm. Evans reported that all apparatus is in services and thanked the members for accomplishing the holiday decorating

Group Report: "D" Insurance, Hydrants, Radios & Uniforms (L. Grady) no report

Group Report: "E" Training, Personnel, Office (G. Genzel) no report

Old Business: Comm. Grady asked where we stand with the USAR and LANSAR indicating that he believes we should move forward with both. Solicitor Carlamere advised he would like to research to see what burden this would put on the fire district personnel and cost.

New Business: A motion was made by Donahue and 2nd by Grady to approve the bills presented for payment this evening in the amount of \$114,907.48.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

A motion was made by Donahue and 2nd by Grady to accept the receipts presented this evening in the amount of \$603,403.07.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

A motion was made by Donahue and 2nd by Evans for the first reading of the budget with Total appropriations of \$3,092,681.12 including a total amount to be raised by taxation of \$2,969,876.53

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

A Resolution #25-25 was made by Donahue and 2nd by Evans authorizing a property tax cap levy referendum on February 21, 2026 to exceed the 2% cap by 7.69% or \$228,179.88 for the hiring of two additional career firefighters.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-No

A motion was made by Evans and 2nd by Reichert approving the attached Interlocal Agreement for Squad 88 Responses to Fire District #1 which authorizes the response of Squad 88 to calls in Fire District #1 between the hours of 6am am and 6pm, seven days per week starting on January 1, 2026 and ending on March 31, 2026 in exchange for payment by GTFD #1 in the amount of \$13,875.00 to be shared evenly by GTFD #2 and GTFD #4 The motion will also authorize Chairman Genzel and Commissioner Donahue to sign the agreement on behalf of the GTFD #2.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

A motion was made by Evans and 2nd by Grady to approve Joint General Order 25-002, Squad 88 cell phone.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

A motion was made by Evans and 2nd by Grady to move forward with the steps necessary for the consolidation of GTFD #2 with GTFD #4, noting the ultimate goal of including GTFD #1 and GTFD #3.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-No

A motion was made by Evans and 2nd by Reichert to approve Appendix A Drug Testing for Administrative Policy 16-3, New Member Applicants to include the Drug Testing Consent Form.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

A motion was made by Grady and 2nd by Donahue to approve the attached Full Year LOSAP report and to authorize payment of \$15,439.57 to Lincoln Financial Group for deposit in the eligible members LOSAP accounts.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

A Resolution 25-26 was made by Donahue and 2nd by Evans approving the audit review of 2024.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

A motion was made by Grady and 2nd by Evans to approve Station 82 to participate in the Camden County LANDSAR program, and to authorize Chief Haines to sign the contract on behalf of the fire district.

Roll Call: Reichert-no, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

A motion was made by Grady and 2nd by Evans to approve the participation of Squad 88 as a USAR Support Unit, pending approval by GTFD #4.

Roll Call: Reichert-abstain, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

In addition, the fire department Christmas party will be held on Saturday, December 20th at 6pm A sign up sheet has been posted. The staff holiday luncheon is set for Friday, December 19th and a sign-up sheet has been posted for this as well. Coppola's on Chews Landing Road has graciously agreed to donate the food for the luncheon.

There being no other business, a motion was made by Evans and 2nd by Donahue to suspend the meeting at 8:05pm until Tuesday, December 30th at 9:00 am.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-abstain, Donahue-yes

Chairman Genzel opened the continuation of the 815th meeting of the board at 9:04 am on Tuesday, December 30th, 2025 .

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-absent Donahue-yes

Also in attendance was Administrator Robb.

Admin Robb reviewed the attached agenda and advised then board that his contract had still not been formally accepted or declined.

Old Business: Comm. Reichert commented that he feels the Awards and Commendations policy should include language to grandfather in previous commendations and awards.

New Business: A motion was made by Reichert & 2nd by Genzel to approve the Administrator's contract as submitted.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Donahue-yes

A motion was made by Donahue and 2nd by Evans to pay the bills presented in the amount of \$85,884.98

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Donahue-yes

A motion was made by Donahue and 2nd by Reichert to accept the receipts presented of \$3,640.00.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Donahue-yes

A motion was made by Donahue and 2nd by Evans to establish accounts payable and encumbrances as per the attached schedule

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Donahue-yes

A motion was mad by Donahue and 2nd by Reichert to cancel unexpended account balances as the close of 2025

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Donahue-yes

A motion was made by Donahue and 2nd by Evans to perform line-item transfers as per the schedule established by the fire district accountant.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Donahue-yes

At 9:15am a motion was made by Evans and 2nd by Donahue to go into closed session.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Donahue-yes

At 10:05 am a motion was made by Evans and 2nd by Reichert to go back into open session.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Donahue-yes

The issue discussed in closed session remains pending.

There being no other business a motion was made by Evans and 2nd by Reichert to adjourn at 10:05am. All in favor, motion carried.

Read and approved:

Chairman: George H. Genzel

Submitted:

Clerk: Marcia C. Pab

Date: 1/14/2026

TO: Board of Fire Commissioners

From: Bill Robb – Administrator

RE: Meeting – December 10, 2025

1. Shared Services / Interlocal Agreement Programs:
 - a. The next meeting of the Shared Services Committee is scheduled for Thursday, December 18, 2025 at 7:00pm at Station 82. Minutes of the November meeting are still pending.
 - b. The 2026 D2, D3, D4 Squad 88 Interlocal Agreement, which includes compensation of \$83,500.00, divided evenly between D2 and D4, has been fully signed and distributed to representatives of each district.
 - c. **Request a Motion to approve the attached Interlocal Agreement for Squad 88 Responses to Fire District #1, which authorizes the response of Squad 88 to all calls in Fire District #1 between the hours of 6am and 6pm, seven days per week, starting on January 1, 2026 and ending on March 31, 2026, in exchange for payment by Fire District #1 in the amount of \$13,875.00, to be shared evenly by Fire District #2 and Fire District #4. The Motion will also authorize Chairman Genzel and Commissioner Donahue to sign the agreement on behalf of Fire District #2.** The D1 representatives have indicated that passage of a cap referendum is necessary to extend the agreement through the end of 2026.
 - d. **Request a Motion to approve Joint General Order 25-002, Squad 88 Cell Phone.**
 - e. Joint General Order 25-001, Awards and Commendations is nearly complete, and will be forwarded for approval in the near future.
 - f. A decision regarding the proposal from Chief Reiss to authorize Squad 88 to join the Camden County USAR Team as a support unit is pending.
 - g. In July of this year a Staffing and Consolidation sub-committee was formed. The committee is comprised of two commissioners from D2, two commissioners from D4 and myself. Our staffing discussions led to the request that each district hire two additional career firefighters in 2026, the funding for which has been approved for inclusion in our respective 2026 budgets. The discussions then shifted to consolidation, to include an assessment of the financial and operational impacts of various consolidation scenarios. As a result, the committee has concluded that the best interests of our members and residents will be served via consolidation of Fire Districts 1, 2, 3 and 4. As a first step, the committee has agreed to request passage of motions by the commissioners of fire district 2 and fire district 4 in support of the consolidation efforts. **Request a motion to move forward with the steps necessary for the consolidation of fire district 2 and fire district 4, noting the ultimate goal of including fire district 1 and fire district 3.**
2. Approval of the proposed 2026-2027 Administrator Contract and the proposed 2026 cost of living increases for the Fire Official and the Fire District Clerk are still pending.

3. FD Testing Services LLC of Franklinville, NJ completed the annual testing of our fire hose on November 18, 2025. Only a small amount of hose failed the test, and I am working with Chief Haines and Commissioner Evans to order the necessary replacement hose.
4. Notice from the New Jersey Civil Service Commission regarding the date for the Deputy Fire Chief test is pending.
5. The firefighting and rescue gloves approved for purchase at last month's meeting have been received. Delivery of the fire helmets and SCBA cylinders is pending. The two sets of PPE (coat and pants) ordered from Continental Fire and Safety has also been delivered and is in service.
6. The request from Chief Haines for the fire department to participate in the Camden County LandSar program is pending.
7. Training:
 - a. We're still awaiting receipt of the New Jersey DFS Fire Inspector Certification for FF Wolf, who recently completed the requisite 96-hour Fire Inspector Class and passed the test.
 - b. I'm pleased to report that Chief Haines has completed the Fire Officer 2 class, and is now certified by the New Jersey Division of Fire Safety as a Fire Officer 2. Please join me in congratulating Chief Haines on his accomplishment.
8. The request from the career staff for cooking facilities in the fire company lounge is still pending. Funds for the project have been placed in 2026 budget, pending finalization and approval of a project plan.
9. New Member Applicants:
 - a. Christian Farrell (local) – pre-membership physical has been postponed at his request until January 20, 2026.
 - b. Cameron Hoffman (Richland, NJ) – pre-membership physical was completed on November 11th, clearance is pending.
 - c. Ernest Magrys (local) – background check and pre-membership physical has been completed, clearance is pending.
10. **Request a Motion to approve Appendix A Drug Testing for Administrative Policy 16-3, New Member Applicants, to include the Drug Testing Consent Form.** Both documents have been reviewed and approved by the district's labor attorney.
11. The changes recommended after the September 9th meeting with a VFIS representative are in process. Further details will be provided on a future date.
12. The final 2024/2025 LOSAP report has been posted for the required 30 days, with no challenges presented. **Request a Motion to approve the attached Full Year LOSAP Report, and to authorize payment of \$15,439.57 to Lincoln Financial Group for deposit in the eligible member's LOSAP accounts.**
13. **Request approval of attached Resolution 25-26, 2024 Audit Review**
14. First reading of the budget:
 - a. Total appropriations of \$3,092,681.12, with the total amount to be raised by taxation of \$2,969,876.53
 - b. **Request approval of attached Resolution 25-25, authorizing a property tax cap levy referendum on February 21, 2026 to exceed the 2% cap by 7.69% or \$228,179.88 for the hiring of two additional career firefighters.**

TO: Board of Fire Commissioners

From: Bill Robb – Administrator

RE: Meeting – December 30, 2025 Continuation Meeting

1. Shared Service Program:
 - a. The last meeting was held on Thursday, December 18th at 7:00pm at Station 82. Minutes are pending.
 - b. Joint General Order 25-001, Awards and Commendations is nearly complete, and expected to be forwarded for approval at OUR January 2026 meeting.
 - c. The 2026 D2/D3/D4 Interlocal Agreement has been signed by all parties, with copies distributed to each district.
 - d. The 2026 D1/D2/D4 Interlocal Agreement, covering the time frame of January 1, 2026 to March 31, 2026, has been signed by all parties, with copies distributed to each district.
 - e. In light of D2 and D4's passage of consolidation motions, offer have been extended to D1 Chairman Ken Glass and D3 Chairman Tom Jowett to appoint representatives to the standing D2/D4 Staffing and Consolidation committee. D1 has declined the offer, and D3's response is pending.
2. The new fire helmets ordered from Dival have been delivered. Pending is delivery of air cylinders and hose from Dival, and hose from Continental.
3. As approved by the board, our annual holiday luncheon was held on Friday, December 19th. All who attended had an enjoyable time, and asked that I express their appreciation to the board.
4. Formal approval of the proposed 2026-2027 Administrator Contract. A copy of the contract is included for signatures in the event the board agrees with the proposal.
5. Notice from the New Jersey Civil Service Commission regarding the date for the Deputy Fire Chief test is pending.
6. Training:
 - a. FO Young has been assisting FF Wolf with a technical issue that preventing him from printing his NJDFS Fire Inspector Certification. There are entries on-line confirming that FF Wolf has completed the training and passed the test, so obtaining the physical certification is the only remaining step. The NJDFS employee able to assist is on leave until after the first of the year, so FO Young and FF Wolf will continue their efforts next week. In the meantime, FF Wolf is approved to perform the duties of a Fire Inspector.
7. The request from the career staff for cooking facilities in the fire company lounge is still pending. Funds for the project have been placed in 2026 budget, pending finalization and approval of a project plan.
8. New Member Applicants:
 - a. Christian Farrell (local) – pre-membership physical has been postponed at his request until January 20, 2026.
 - b. Cameron Hoffman (Richland, NJ) – pre-membership physical was completed on November 11th, clearance is pending.

- c. Ernest Magrys (local) – medical clearance was received on December 15, 2025, and FF Magrys was approved for Probationary membership on December 17, 2025.
9. After approval at the December 10th meeting, Appendix A - Drug Testing for Administrative Policy 16-3, New Member Applicants, to include the Drug Testing Consent Form, has been communicated to all members, and the drug consent form has been appended to the new member application.
 10. The changes recommended after the September 9th meeting with a VFIS representative are in process. Further details will be provided on a future date.
 11. As approved at the December 10th meeting, payment for the 2024/2025 LOSAP year in the amount of \$15,439.57 has been forwarded to Lincoln Financial Group for deposit in the eligible member's LOSAP accounts.
 12. The Introduced 2026 Budget and all associated supporting documents have been uploaded to the DCA's FAST portal. In the near future I will advertise the January 7th Public Hearing, as required by statute.
 13. The completed 2024 fiscal year audit and associated documents have also been uploaded to the DCA FAST portal. **Request a Motion to approve the attached Corrective Action Plan, noting the audit resulted in no formal findings.**
 14. The 2026 Fire Commissioner Petitions were prepared yesterday by the Fire Prevention Clerk, and should be available for pickup later today. The petition availability will also be advertised as required by statute.
 15. End of Year Motions

Closed Session:

Labor Issue