

The eight hundred and nineteenth meeting of the Board of Fire Commissioners, District #2, Gloucester Township was held in the Chews Landing Fire Station on Wednesday, April 8th, 2026

Commissioners present were: Genzel, Reichert, Donahue and Millisky 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-absent, Millisky-yes, Donahue-yes

Prior to conducting routine business, Solicitor Carlamere delivered the Oath of Office to newly elected Commissioner Michael Millisky.

Chairman Genzel thanked everyone for the donation to the Ronald McDonald house in sympathy of the passing of his brother Roy.

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

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

Chief's Report: Chief Haines reported that our first live burn will take place on Saturday, April 11th and for the week of April 30th through May 3rd Capt. Gant will be OIC. The Chief also reported that 4 of our members are CISAR Tech trained, Station 85 is experiencing apparatus issues and provided an update on responses over the past month.

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

Solicitor's Report: No report

Group Report: "A" Building Maintenance, Park (K. Donahue) Nothing new to report

Group Report: "B" Fire Prevention, EMS (J. Reichert) Comm. Reichert congratulated FF Ritz and FF Wolf for their successful completion of Basic Fire Investigation course. Commissioner Reichert and FM Young have both obtained their Division of Fire Safety Fire Investigation certificates. Comm. Reichert proceeded to review the Fire Prevention Bureau report submitted by FM Young and noted that D2 and D4 are working on a joint smoke/CO detector policy.

Group Report: "C" Apparatus & Equipment (R. Evans) Comm. Donahue reviewed the station and apparatus report provided by Capt. Procopio in the absence of Commissioner Evans.

Group Report: "D" Insurance, Hydrants, Radios & Uniforms (M. Millisky) No report but mentions progress regarding resolution to the HIF billing issue.

Group Report: "E" Training, Personnel, Office (G. Genzel) No report. Everyone welcomed Chairman Gezel back.

Old Business: A motion was made by Reichert and 2nd by Millisky approving the Memorandum of Agreement to participate in a Regional Multi-Company AFG Grant application for replacement of radio equipment with GTFD #4 serving as the host agency and agreeing to fund our share of the \$15,000.00 fee for grant writer Jamie Clark, at a cost not to exceed \$4,000.00. Admin Robb is also authorized to sign the agreement on behalf of the Fire District.

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

A motion was made by Reichert and 2nd by Millisky to approve the engagement of Attorney Matt Jessup of the law firm McManimon, Scotland & Baumann, LLC for representation before the Local Finance Board regarding the purchase of 2 pieces or apparatus, as well as authorizing Chairman Genzel and Commissioner Donahue to sign the agreement on behalf of the district.

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

A motion was made by Reichert and 2nd by Millisky to approve the services of Attorney Richard Braslow if needed to assist with review of the application and represent the district at the LFB hearing at an estimated cost of \$1,500.00

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

A Resolution 26-19 was made by Reichert and 2nd by Donahue approving the LFB certification and an application for the purchase of a new Squad 88 for the HGAC cost of \$1,218,187.98, with the cost to be split evenly with GTFD4, and the purchase of a new Squad 82 for the HGAC cost of \$1,218,187.98, with GTFD2 bearing the full cost. Both trucks will be Pierce 23P-105 Enforcer Pumpers, both will be purchased from Fire and Safety Services of South Plainfield, NJ, and GTFD2 will serve as the purchaser of record for both trucks, noting that ownership of the new Squad 88 will be shared evenly with GTFD4.

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

New Business: A motion was made by Donahue and 2nd by Reichert to approve the bills presented for payment this evening in the amount of \$145,979.02

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

A motion was made by Donahue and 2nd by Reichert to accept the receipts presented this evening in the amount of \$12,392.33

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

A motion was made by Reichert and 2nd by Millisky to approve new member Ezekiel Mercado for membership pending successful completion of a pre-membership physical/drug screen.

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

A motion was made by Reichert and 2nd by Millisky approving the use of Redline of Moorestown, NJ to inspect and clean 25 sets of PPE at a cost of \$4,375.00. Administrator Robb noted that no other vendors provide mobile cleaning and repair services, therefore, it was not possible to obtain a competing quote.

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

A Resolution, 26-18 was made by Reichert and 2nd by Genzel authorizing Commissioner Millisky to replace Commissioner Grady as alternate fund commissioner for the Southern New Jersey Health Insurance Fund.

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

Good of the District: None

There being no other business a motion was made by Reichert and 2nd by Millisky to adjourn at 7:54pm All in favor, motion carried.

Read and approved:

Chairman: Seamus H. Senzel

Submitted:

Clerk: Manuela E. Robb

Date: 5/13/24

TO: Board of Fire Commissioners

From: Bill Robb – Administrator

RE: Meeting – April 8, 2026

1. Shared Service Program / Interlocal Agreements:

- a. The last shared services committee meeting was held on Thursday, March 24, 2026 at Station 84. Minutes are pending. The next meeting is scheduled for Thursday, April 16th at 7:00pm at Station 82.
- b. The Staffing and Consolidation sub-committee last met on March 24th, with D2, D3 and D4 represented. Minutes of the meeting were forwarded to the board. On March 27th representatives of the three districts met with GT Councilman Ciri Castro. Minutes of that meeting will be forwarded in the near future.
- c. Interlocal Agreements:
 - i. D1:
 1. The remaining 2025 payment of \$2,500.00 has been received.
 2. The Interlocal Agreement extending Squad 88 coverage for the time frame of April 1, 2026 to December 31, 2026 has been approved and signed by all three districts. The agreement will result in an additional payment to D2 of \$20,812.50. Per Auditor Catherine Hess, we do not need to amend our 2026 operating budget.
 3. An invoice for the 2026 1st quarter payment of \$6,937.50 has been sent
 - ii. D3:
 1. An invoice for the 2026 1st quarter payment of \$10,437.50 has been sent
 - iii. D4:
 1. Per the breakdown on the attached 2026 1st Quarter Reconciliation Memo, we owe D4 a total of \$802.70.
- d. The final details of the awards and commendation policy (ribbons, certificates, etc.) is still pending a meeting with representatives of GT Police.
- e. Hiring Process:
 - i. On March 24, 2026, at our request, and as approved at the March meeting, the New Jersey Civil Service Commission issued a Certification of Eligibles for Appointment to a career firefighter position for 25 candidates. The certification resulted in responses from eighteen (18) individuals, one of whom declined interest in the position. Of the remaining seventeen (17) candidates, ten (10) are township residents, with one (1) a disabled veteran and seven (7) having prior FF experience, including one (1) member of Chews Volunteer Fire Company #1. The seven (7) remaining candidates are from the county list, with one (1) a disabled veteran, one (1) a veteran, and one (1) with prior FF experience. On April 7, 2026, I e-mailed the civil service Physical Performance

Test (PFT) Unit to request the scheduling of a PFT for the seventeen (17) eligible candidates. Once the results of the PFT are known, we will determine the number of candidates that will be issued applications for the next phase of the process.

- ii. We also advertised on social media and the district website on March 24th for interested candidates eligible for an Intergovernmental Transfer, with responses due today. A total of seven responses has been received, only three of whom are eligible (one GTFD 6, one Deptford FD, one Ancora FD). I plan to meet with Chief Reiss this week to determine which IGT candidates will be given applications to move into the next phase of the process.
2. Once the hiring process details are addressed, I suggest a near-future discussion regarding proposed changes to our rank structure, to include creation of a deputy chief position, sharing of the chief and deputy chief positions with D4, and future plans for the D2 Administrator position. The Deputy Fire Chief exam will not take place until sometime in 2027, but the board has the option to make a provisional appointment at the time of your choosing.
 - a. I recently learned from Attorney Rich Braslow that the New Jersey Civil Service Commission does not permit the use of per-diem firefighters in civil service towns. Departments are permitted to employ part-time firefighters, but they must be hired from the civil service firefighter list.
3. **Request a Motion to approve the attached Memorandum of Agreement to participate in a Regional Multi-Company AFG Grant Application for replacement of radio equipment, with GTFD4 serving as the host agency, and agreeing to fund our share of the \$15,000 fee for grant writer Jamie Clark, at a cost not to exceed \$4,000.00. Also request authorization for the Fire District Administrator to sign the agreement on behalf of the district.** Noting that if all six districts agree to participate the D2 cost will be \$2,500.00, and the board approved an amount not to exceed \$4,000 at the March meeting.
4. Training:
 - a. Firefighters Ritz and Wolf have completed the IAAI Basic Fire Investigation Class. Both passed the test and will be applying to New Jersey Division of Fire Safety for their Fire Investigator Certifications. Please join me in congratulating both on their accomplishment.
5. The request from the career staff in late 2024 for cooking facilities in the fire company lounge is still pending. Funds for the project have been placed in this year's budget, pending finalization and approval of a project plan. I recently requested an update from fire company representatives and was told they've been unable to schedule a meeting to discuss the project. Request the board decide on a preferred course of action from the below options for presentation to the board of trustees so we can hopefully move forward with this project. Two options have been discussed:
 - a. Addition of a stove, hood and counter in the area next to the soda machine, currently occupied by a trophy case

- b. Construction of a wall in the banquet hall to create space for eating facilities and storage. This plan would reduce the size of the existing banquet hall space by approximately 50%.
- 6. Volunteer Staff Changes:
 - a. Applicants:
 - i. Cameron Hoffman (Richland, NJ) – pre-membership physical was completed on November 11th. Clearance is still pending.
 - ii. Ezekiel Mercado of Blackwood-Clementon Road in Blackwood has applied for membership as a Junior Firefighter. All background checks have been completed with no areas of concern. **Request a Motion to approve Mr. Mercado for membership, pending successful completion of a per-membership physical / drug screen.**
 - b. Status Changes:
 - i. Captain Jenkinson is not currently medically cleared for firefighting duty.
 - ii. FF Dane Rutigliano resigned for personal reasons, effective March 20, 2026.
- 7. The changes recommended after the September 9th meeting with a VFIS representative are still in process.
- 8. In accordance with a state law change regarding publication of public notices, I have completed the necessary steps for the posting of notices on our fire district website, along with linking our website URL on the state portal for public viewing of published notices. I will confirm tonight with Solicitor Carlamere the requirement for the bi-monthly publishing of notice of the change.
- 9. Representatives of IAFF Local 3249 have been advised of the board's approval last month of the vacation carry-over / sell back MOA to the collective negotiation's agreement between IAFF Local 3249 and Gloucester Township Fire District #2. Union ratification of the MOA is pending.
- 10. Apparatus Purchase:
 - a. Fire and Safety Sales and Service has provided HGAC quotes in the amount of \$1,218,187.98 each for the new Squad 82 and the new Squad 88, with projected delivery dates of 47-51 months from signing of the Purchase Orders. I've consulted with Attorneys Rich Braslow and Matt Jessup, and have learned that we will have to appear before the Local Finance Board prior to signing Purchase Agreements for the trucks. If approved by the both districts, our goal is to submit the application by April 22nd, which should allow us to appear before the LFB at their May 13th meeting. F&S representatives have agreed to extend the above listed quotes through May 31st, which will avoid a 0.75% May 1st cost increase from Pierce Manufacturing, which would equate to an added cost of \$9,136.41 per truck.
 - b. If approved by the board, Attorney Matt Jessup of the law firm of McManimon, Scotland & Baumann, LLC will prepare the LFB application on our behalf, at a cost estimated at \$4,000, and provide the necessary bond language. **Request a Motion to approve the attached Agreement to engage the services of Attorney Jessup in the amount of \$4,000 for the above listed services, and to authorize Chairman Genzel and Commissioner Donahue to sign the Agreement on behalf of the district.**

- c. **Request a Motion to approve the services of Attorney Richard Braslow of the law firm of Richard M. Braslow, Esq. if needed to assist with review the LFB application and to represent the district at LFB hearing at an estimated cost of \$1,500.**
 - d. It is anticipated that D4 will agree to share the aforementioned legal fees.
 - e. Based on information from the listed attorneys we will advise the LFB that we will utilize either a bond or lease purchasing to finance the purchases, with the final decision to be made approximately 6 months prior to apparatus delivery based on the most financially beneficial option at that time. We need to identify the loan duration on the application, noting that we will need future approval from the LFB if a decision is made to exceed the noted terms at the time of financing, but no further approval if there is a decision to shorten the term. For that reason, I suggest we note anticipated terms of 120 months (10 years) for Squad 88 and 180 months (15 years) for Squad 82 (lease-purchase financing is usually capped at 10 years, while bonds can be secured for up to 20 years). It is also recommended that D2 serve as the purchaser of record for both trucks so we can file a single application with the LFB.
 - f. **Request a motion to approve the attached Local Finance Board Certification, and to adopt attached Resolution 26-19 to authorize an application to the Local Finance Board for the following, and to authorize Chairman Genzel and Commissioner Donahue to sign the documents on behalf of the district:**
 - i. **Purchase of a new Pierce 23P-105 Enforcer Pumper (Squad 88) for the HGAC quote of \$1,218,187.98, with Gloucester Township Fire District #2 serving as the purchaser of record, and with the cost to be shared equally with Gloucester Township Fire District #4. Further noting that financing will be secured approximately 6 months prior to delivery via either lease-purchase or a bond, with a loan term of 120 months.**
 - ii. **Purchase of a new Pierce 23P-105 Enforcer Pumper (Squad 82) for the HGAC quote of \$1,218,187.98, with Gloucester Township Fire District #2 serving as the purchaser and bearing the full cost of the apparatus. Further noting that financing will be secured approximately 6 months prior to delivery via either lease-purchase or a bond, with a loan term of 180 months.**
 - g. If the above motions and resolution are approved by D2 and D4, I will work with the listed attorneys and D4 representatives to prepare the necessary paperwork to hopefully appear before the LFB on May 13th. If a positive finding is issued, I will request approval to issue a Purchase Order at the May meeting. I will also work on the necessary amendment to the Cost Share Addendum of our Interlocal Agreement with D4 to note the agreement to share the cost of the apparatus, and request that Fire and Safety edit the Squad 88 quote to note D2 as the purchaser.
11. We budgeted \$4,500 this year to again have our PPE professionally inspected and cleaned on-site by Redline – NJ, De & Eastern Pa of Moorestown, NJ. There are no other vendors in the area who provide on-site cleaning services. This year Redline will also be bringing their repair trailer, and will be able to make any necessary PPE repairs on-site. **Request a Motion to approve the use of Redline of Moorestown, NJ to inspect and clean twenty-five (25) sets of PPE at a cost of**

\$4,375.00. The quote includes a cost of \$250.00 for the repair trailer, to be applied to the cost of any needed repairs.

12. **Request approval of Resolution 26-18, authorizing Commissioner Millisky to replace Commissioner Grady as the Alternate Fund Commissioner for the Southern New Jersey Health Insurance Fund.**
13. We've received renewal of our Worker's Compensation Policy for the time frame of April 13, 2026 to April 13, 2027, at a cost of \$73,049.00, which is \$22,669.78 less than our budgeted amount.
 - a. CCG Recovery Services performed an audit of our 2024/2025 policy and did not find any discrepancies. Since no funds will be recovered, we do not owe them any payment.