

The eight hundred and twentieth meeting of the Board of Fire Commissioners, District #2, Gloucester Township was held in the Chews Landing Fire Station on Wednesday, May 13th, 2026

Commissioners present were: Genzel, Evans, 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-absent, Genzel-yes, Evans-yes, Millisky-yes, Donahue-yes

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

Chief's Report: Chief Haines reported that on April 11th we had a good turnout for the burn building training and the department also responded to a wildfire in Deptford. All involved in the Cameron Circle fire did a good job and noted the mayday call from SQ88 for a medical emergency.

Administrator's Report: Administrator Robb reviewed the attached agenda

Solicitor's Report: None

Group Report: "A" Building Maintenance, Park (K. Donahue) Comm. Donahue reported that all the air conditioners at the station are working and there are occasions when the lights are blinking. Comm. Donahue also asked how old the cascade system is, and if we should look into replacing it, possibly with a grant.

Group Report: "B" Fire Prevention, EMS (J. Reichert) In the absence of Comm. Reichert, Commissioner Millisky reviewed the fire prevention bureau report provided by Fire Marshal Young.

Group Report: "C" Apparatus & Equipment (R. Evans) Comm. Evans reviewed the apparatus & station maintenance report submitted by Capt. Procopio. Comm. Evans also mentioned that representatives of Salem County HazMat recently contacted Captain Procopio to ask if they could visit the station to view Rescue 82, noting their interest in possibly purchasing the vehicle whenever it's offered for sale. The meeting took place on June 12th, with no dollar amounts or timeline discussed. Comm. Evans noted this was just a preliminary viewing to determine if they would be interested when the time comes, noting he wants to be fully transparent regarding the meeting and purpose.

Group Report: "D" Insurance, Hydrants, Radios & Uniforms (M. Millisky) No Report

Group Report: "E" Training, Personnel, Office (G. Genzel) Chairman Genzel reported that he has a couple of personnel items to be discussed in closed session.

Old Business: A motion was made by Evans and 2nd by Millisky to authorize letters to GTFD #1 and GTFD #3 to be signed by Chairman Genzel and Chairman D Vannoni to determine their interest in consolidation.

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

A motion was made by Evans and 2nd by Donahue to appoint Commissioner Millisky to serve on the newly adopted Awards and Commendations Committee.

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

ew Business: A motion was made by Donahue and 2nd by Millisky to approve the bills presented for payment this evening in the amount of \$133,599.78.

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

A motion was made by Donahue and 2nd by Millisky to accept the receipts presented this evening in the amount of \$618,812.11

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

Resolution 26-20 was made by Evans and 2nd by Millisky authorizing the purchase of a Pierce 23P-105 Enforcer Pumper (Squad 82) for \$1,218,187.98 from Fire & Safety Services, Ltd. Of South Plainfield, NJ and authorizing Commissioner Evans to sign the Purchase Agreement on behalf of the district, noting the cost will be paid solely by Fire District #2.

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

Resolution 26-21 was made by Evans and 2nd by Millisky authorizing the purchase of a Pierce 23P,-105 Enforcer Pumper (Squad 88) for \$1,218,187.98 from Fire & Safety Services, Ltd of South Plainfield, NJ and authorizing Commissioner Evans to sign the purchase agreement on behalf of D2 and D4, contingent upon an agreement by D4 to share the cost equally.

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

A motion was made by Evans and 2nd by Donahue to approve Joint Administrative Policy 26-002, Squad & Reserve Engine 88 Equipment which will replace and update Joint General Order 2021-01.

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

A motion was made by Donahue and 2nd by Evans to approve the purchase of five (5) Serta Paxton mattresses and five (5) Dritec mattress protectors for \$2,099.95 from Mattress Warehouse of Sicklerville, NJ, noting there may be an additional disposal fee of \$30.00 per mattress.

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

Resolution 26-22 was made by Donahue and 2nd by Evans authorizing a revision to Administrative Policy 26-1, Cash Management Plan, adopted in March of this year. The revision adds language authorizing online bill paying.

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

A motion was made by Genzel and 2nd by Evans authorizing initiation of a process to transfer Squad 88 members amongst the platoons, with the provision that the new platoon assignments will be presented to the boards for approval prior to being implemented. Tentative timeline is to announce the approved transfers in October of this year so the members can select their 2027 vacations in November, with the transfers taking effect on or about January 1, 2027.

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

A motion was made by Evans and 2nd by Millisky to approve D4 Capt. O'Connor to be trained and qualified as a Driver/Operator of R82 and TL82, contingent on D4's formal approval and time availability, with the goal of assisting with staffing of R82 and TL82 during weekdays.

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

Good of the District: Comm. Evans commented he received all good reports on the Cameron Circle fire, noting he was out of town on personal travel.

A motion was made by Evans and 2nd by Millisky to go into closed session at 7:56pm to discuss personnel issues.

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

A motion was made by Evans and 2nd by Donahue to go back into open session at 8:38pm

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

Personnel issues discussed remain pending.

There being no other business a motion was made by Donahue and 2nd by Millisky to adjourn at 8:38pm. All in favor, motion carried.

Read and approved:

Chairman:

Submitted:

Clerk:

Date:

6/10/26

George H. Genzel
Marianne Cobb

TO: Board of Fire Commissioners

From: Bill Robb – Administrator

RE: Meeting – May 13, 2026

1. Shared Service Program / Interlocal Agreements:

- a. The last shared services committee meeting was held on Thursday, April 16th at Station 82. Minutes are pending. The next meeting is scheduled for Thursday, May 21st at 7:00pm at Station 84.
- b. The Staffing and Consolidation sub-committee last met on March 24th, with D2, D3 and D4 represented. The meeting attendees agreed that we should send letters to D1 and D3 noting that D2 and D4 have agreed to consolidate and asking if they are interested in participating in the consolidation. **Request a Motion to authorize letters to D1 and D3, signed by Chairman Evans and Chairman D. Vannoni to determine their interest in consolidation.** A draft of the letters will be forwarded to the Board for approval prior to being sent.
- c. Interlocal Agreements:
 - i. 1st Quarter 2026 Squad 88 Interlocal Agreement payments in the amount of \$6,937.50 from D1 and \$10,437.50 from D3 have been received.
 - ii. Payment in the amount of \$1,559.20 to D4 for the 1st Quarter 2026 reconciliation of Squad 88 Interlocal Agreement costs is included with tonight's bills. This is a corrected amount for the figure presented at the April meeting.
- d. The final details of the awards and commendation policy (ribbons, certificates, etc.) is still pending a meeting with representatives of GT Police. Commissioner Evans has agreed to assist with this task.
 - i. **In accordance with the recently adopted Awards and Commendations Policy, request a Motion to appoint a member of the board to serve on the committee.**
- e. There has been discussion to have D4 Captain / Fire Official Brandon O'Connor trained and qualified as a driver/operator of R82 and TL82 to assist with daytime staffing of the rigs. D4 is in favor of the proposal, noting the time needed for the training will be contingent on his fire official duties. **Request a Motion to approve D4 Captain O'Connor to be trained and qualified as a Driver / Operator of R82 and TL82, contingent on D4's formal approval and time availability.** A policy with the details of his responses to Station 82 to staff the apparatus will be developed and forwarded for approval at a later date.
- f. Hiring Process:
 - i. There are two IGT candidates remaining; Nicholas Woods from GT Fire District #6 and Sean Vallauri Sr. of the Ancora Fire Department. Applications have been issued to both. The others who initially expressed interest either declined or failed to pick up an application by the deadline.

- ii. We have seventeen (17) eligible civil service commission candidates. Ten (10) candidates are scheduled to take the civil service physical performance test (PPT) on Monday, May 18th. The other seven (7) candidates are believed to have already taken and passed the test. The official results should be known by the end of next week. Applications have been provided to the top two candidates on the list; Sean Barger, a disabled veteran with no firefighting experience, and Luis Torres, an active volunteer firefighter with our department. FF Torres already returned his application. A decision on how many additional applications to be issued will be made once the results of the PPT are received.
- g. There has been a number of requests from Squad 88 members for inter-platoon transfers. The topic has been discussed at recent Shared Services meetings with an agreement to initiate transfers later this year, contingent upon approval of the commissioners. The goal is to announce the transfers sometime in October, with an effective date on or about January 1, 2027. This would afford members the opportunity to submit their 2027 vacation requests during the month of November, per the labor contract. The mechanics of the transfers are still being discussed, but will take into account seniority, fire inspector / investigator certifications and other job responsibilities. **Request a Motion to authorize initiation of the transfer process, with the provision that the new platoon assignments will be presented to the boards for approval prior to being implemented.**

2. Training:

- a. All members of the career staff and I viewed a mandatory Lexipol Webinar titled *Leadership by Design: Developing Character, Not Just Competence*. The webinar is part of our ongoing efforts to provide our personnel with the tools to be successful in the assigned positions.
- b. I also attended a Lexipol Webinar titled *After the Verdict: Operational Lessons from a \$31.5M Firefighter LODD case*. The link to the webinar has been forwarded to representatives of the operational staff, with a suggestion to have it viewed by the department's line officers.
- c. Over the past couple of months, Captain Giambri has mentored and prepared FF Wolf to assume the role of Acting Squad 88 Captain when needed. In addition to training in administrative tasks, Captain Giambri also had FF Wolf ride in the officer's seat and serve as the Company Officer, under the supervision of Captain Giambri while driving the apparatus. As a result of Captain Giambri's efforts, FF Wolf is now qualified and well-prepared to serve as the Acting Captain of Squad 88 when needed. Kudos to Captain Giambri for his efforts and tutelage.
- d. There has been discussion to have D4 Captain / Fire Official Brandon O'Connor trained and qualified as a driver/operator of R82 and TL82 to assist with daytime staffing of the rigs. D4 is in favor of the proposal, noting the time needed for the training will be contingent on his fire official duties. **Request a Motion to approve D4 Captain O'Connor to be trained and qualified as a Driver / Operator of R82 and TL82, contingent on D4's formal approval and time availability.** A policy with the details of his responses to

Station 82 to staff the apparatus will be developed and forwarded for approval at a later date.

- e. Captain Procopio is in the process of training members of the career staff to drive TL82. Several members have already been qualified, while others are in process. The D2 and D4 career firefighters were trained as operators last year.
3. The Policy Sub-Committee last met on April 29th. In attendance were myself, D4 Commissioner J. Vannoni, D4 Chief Frank Reiss, Captains Procopio and Knight, and IAFF Local 3249 President Keith Kemery. The purpose of the meeting was to discuss development of a revised Joint Table of Organization with a shared department chief, a shared department deputy chief, and a shared volunteer chief (title TBD). The discussion also involved elimination of the full-time administrator position, with the Department Chief and Deputy Chief assuming most of the tasks currently performed by the administrator. To be determined is whether the administrator position would be eliminated altogether or converted to a part-time position. The committee is also working on Job Responsibilities for each of the above listed positions. The attendees also agreed that Chief Haines should be invited to future meetings to participate in the discussions. The next meeting is scheduled for this Friday, and Chief Haines has agreed to attend. All members of the committee acknowledged that any plan developed will be in the form of a proposal to the respective boards of commissioners for approval.
4. Repeated from March Agenda: 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%.
5. Volunteer Staff Changes:
 - a. Applicants:
 - i. Cameron Hoffman (Richland, NJ) – medical clearance was obtained on April 28, 2026, and he has been onboarded.
 - ii. Ezekiel Mercado – status to be discussed in closed session.
 - iii. Andrew Hargenrader – 24-year-old male resident of Broadmoor West, no firefighting experience. Background check is complete, physical is pending.
 - b. Status Changes:
 - i. Captain Jenkinson is still not medically cleared for firefighting duty.
6. The changes recommended after the September 9th meeting with a VFIS representative are still in process.

7. The Memorandum of Agreement between the Board of Fire Commissioners and IAFF Local 3249 regarding revision to Article 10, Vacations has been signed and added to the contract as Appendix E, and the money owed to Captain Procopio for unused 2025 vacation leave has been paid, in accordance with the contract revision.
8. Apparatus Purchase:
 - a. The Local Finance Board hearing was held earlier today, resulting in a positive finding. In light of same, request adoption of the following:
 - i. **Resolution 26-20, authorizing the purchase of a Pierce 23P-105 Enforcer Pumper (Squad 82) for \$1,218,187.98 from Fire and Safety Services, Ltd of South Plainfield, NJ, and authorizing Commissioner Evans to sign the Purchase Agreement on behalf of the district, noting the cost will be paid solely by Fire District #2.**
 - ii. **Resolution 26-21, authorizing the purchase of a Pierce 23P-105 Enforcer Pumper (Squad 88) for \$1,218,187.98 from Fire and Safety Services, Ltd of South Plainfield, NJ, and authorizing Commissioner Evans to sign the Purchase Agreement on behalf of D2 and D4, contingent upon an agreement by D4 to share the cost equally.**
9. As approved at the April meeting, we have contracted with Redline – NJ, De & Eastern Pa of Moorestown, NJ to professionally inspect and clean our firefighting PPE on-site. The service is being coordinated by Chief Haines and Captain Procopio, and is scheduled for Thursday, May 21st.
10. I have received a request to replace the mattresses in the bunk room, which are the original mattresses purchased when the bunk room was remodeled in 2018. **Request a Motion to approve the purchase of five (5) Serta Paxton mattresses and five (5) Dritec mattress protectors for \$2,099.95 from Mattress Warehouse of Sicklerville, NJ.**
11. **Request a Motion to approve Joint Administrative Policy 26-002, Squad and Reserve Engine 88 Equipment.** If approved, this policy will replace and update Joint General Order 2021-01.
12. **Request adoption of Resolution 26-22, authorizing a revision to Administrative Policy 26-1, Cash Management Plan, adopted in March of this year. The revision adds language authorizing online bill paying.**

Closed Session:

1. Personnel