

HARRISON TWP. FIRE DISTRICT #1
BOARD OF FIRE COMMISSIONERS

312 Ewan Road
Mullica Hill, NJ 08062
(856) 478-0423
Fax: (856) 478-0429

Ken Powell, Chairman
Larry Crane, Vice Chairman
Andrea Reahm, Commissioner

Lawrence Moore, Secretary
Dr. Peter Sarkos, Treasurer

REGULAR MEETING
OF
January 18, 2017

The monthly meeting of the Board of Fire Commissioners was called to order by Chairman Ken Powell with the reading of the Open Public Meeting Notice And saluting of the flag.

ROLL CALL: Commissioner Crane Reahm, Moore, and Powell were in attendance. Commissioner Sarkos arrived after roll call.

Approval of Minutes:

On a motion by Moore, and seconded by Reahm, it was moved to approve the Dec. 14, 2016 meeting minutes. ROLL CALL VOTE: All Ayes. Motion Carried.

Approval of Closed Minutes:

On a motion by Reahm, and seconded by Crane, it was moved to approve the Dec. 14, 2016 closed session minutes.

PRIVILEGE OF THE FLOOR:

On a motion by Crane and seconded by Reahm, it was moved to open the privilege of the floor. ROLL CALL VOTE: All AYES. Motion Carried.

On a motion by Crane and seconded by Moore, it was moved to close the privilege of the floor. ROLL CALL VOTE: All AYES. Motion Carried.

RESOLUTIONS:

- A. 17- 001 Agreement with Twp. for MSRs** On a motion by Moore and seconded by Reahm. ROLL CALL VOTE: All Ayes. Resolution approved.
- B. 17- 002 Temporary budget** On a motion by Moore and seconded by Crane. ROLL CALL VOTE: All Ayes. Resolution approved.
- C. 17- 003 Paid days off (Holidays)** On a motion by Moore and seconded by Reahm. ROLL CALL VOTE: All Ayes. Resolution approved.
- D. 17- 004 Schedule Administrator Matt Cardile** On a motion by Crane and seconded by Moore. ROLL CALL VOTE: All Ayes. Resolution approved.
- E. 17-005 Transfer of funds** On a motion by Moore and seconded by Crane. ROLL CALL VOTE: All Ayes. Resolution approved.

- F. 17- 006 Acceptance of 2015 audit** On a motion by Crane and seconded by Sarkos. ROLL CALL VOTE: All Ayes. Resolution approved.
- G. 17- 007 Amendment to 2017 proposed budget** On a motion by Moore and seconded by Reahm. ROLL CALL VOTE: All Ayes. Resolution approved.

FIRE PREVENTION REPORT for January 2017

FINANCIAL REPORT

On a motion by Moore and seconded by Reahm, the financial report was approved.

ROLL CALL VOTE: All Ayes. Motion Carried.

PAYMENT OF THE BILLS

On a motion by Reahm and seconded by Crane, it was moved to pay the bills.

ROLL CALL VOTE: All Ayes. Motion Carried.

UNFINISHED BUSINESS:

Before the board voted on the resolutions presented above, Henry Ludwigsen from Bowman went over the 2015 Audit report for the fire district. Mr. Ludwigsen reported that there were no findings or recommendations from the 2015 audit report. Unfinished business continued with a discussion over MSR benefits. Changes will be made to the vacation sick leave policy made back in 2015, to correspond with the townships vacation sick leave policy. Commissioner Reahm asked if Chairman Powell could clarify if sick days and vacation time not used can carry over before the board votes. The vote will be held in next months meeting. Lastly, unfinished business continued with a discussion over the polling location for February's election. Brian Bartholomew has already contacted the board of elections for the polling booths. Commissioner Moore was at the township meeting that the Twp. Committee provided approval for the use of the township building for the fire district election.

NEW BUSINESS:

New business began with a discussion on openings for the paid staff. Currently, there are openings within the paid staff due to employees not putting in enough hours or they have stopped putting in hours altogether. Employees who are putting in hours are putting in too many hours in some cases. Chairman Powell suggested that the district advertises for more part time firefighters. Chief Bartholomew suggested that the district needs at least 16 employees to meet the part-time hours and staffing per week. On a motion by Sarkos and seconded by Moore, it was moved for the board to advertise and test for part time firefighter positions. ROLL CALL VOTE: All Ayes. Motion Carried. The resident newsletter for the fire district election was discussed. Chairman Powell would like for the board to approve a letter similar to the one done last year, to inform the residents of the 2017 fire district election. On a motion by Sarkos and seconded by Moore, it was moved for the board to approve the resident newsletter for the election. All Ayes. Motion Carried. A Shared services agreement for vehicle maintenance was discussed. As the Schedule Administrator, Chief Cardile has spoken to the township along with Washington Township who would be interested in doing a shared services agreement for vehicle maintenance. Washington Township already has a similar agreement with Inspira Paramedics for all their vehicles.

Chairman Powell asked each station Chief to provide a brief report of calls and drills for each month at the District meetings going forward. Lastly, polling clerks for the election were discussed. Chairman Powell recommends the board continue to use Sharon Bartholomew and Kelly Parker, but also suggested the board approves a third polling clerk as an alternate. The alternate would be Colleen Oswald. On a motion by Sarkos and seconded by Moore, it was moved for the board to approve all 3 polling clerks. ROLL CALL VOTE: All Ayes. Motion Carried.

CLOSED SESSION:

None

ADJOURNMENT:

Since there was nothing further to come before the meeting, on a motion by Sarkos and seconded by Crane, it was moved to adjourn said meeting. ROLL CALL VOTE: All Ayes. Motion Carried.

The next meeting is scheduled for Wednesday, February 15, 2017 at 1930 hours.

Minutes Approved:

Lawrence Moore – Secretary

Ken Powell – Chairman

This is a brief summary of the meeting of the Harrison Township Fire Commissioners held on January 18, 2017 and should not be considered a verbatim transcript of the meeting.