WESTVILLE FIRE DISTRICT #1
BOARD OF FIRE COMMISSIONERS
23 WEST OLIVE STREET

MEETING MINUTES
March 10, 2015

Chairman Sims called the meeting to order at 7:00 p.m.

The Chairman advised that notice of this meeting has been duly advertised in accordance with the provisions of the "Open Public Meetings Act" and has been advertised in the South Jersey Times.

After the customary salute to the flag, Office Clerk Karen Kelley was present and called the roll with all Fire Commissioners present. Fire Chief Farley and Administrator Murtaugh were also in attendance to this month's meeting.

It is noted that members Gary Tunnicliffe Jr., Chris Zimmerman, and Torrance Harling attended this month's District meeting as requested by Chief Farley.

ADDRESSING THE BOARD/FIREFIGHTER APPEALS: See attached Chief's report.

Chief Farley discussed percentages with the members listed above. The members were able to individually state their intentions with the District/Department, and why their percentages are low. The Commissioners, Administrator Murtaugh and Fire Chief Farley addressed any issues and questions the members had and reminded the members to frequently check the percentage report and general directives that Chief Farley sends out. The Board also reminded the members if in the future they have any issues to attend the monthly District meetings.

Member Albert Avelino protested against why he was placed out of service. The board reviewed the regulations and guidelines according to the state of New Jersey on mandatory training. Chief Farley announced that himself and District Committee has a responsibility to make sure proper training is provided to all members and to keep the cost down this year it was decided that only two dates for training would be provided and members were given ample notice.
After discussing and hearing the board's comments on the issue, Albert did not have any further questions and understood why he was placed out of service and what needed to be done in order to be placed back in.

After a lengthy discussion with all, the members were excused at 7:50 P.M.

COMMUNICATIONS: Commissioner Holick reported on the following:

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- An e-mail received from member who was placed out of service for missing mandatory training. The member was in attendance to this month's meeting to discuss with the board.

- A letter from the Borough of Westville advising that Gloucester County Construction Board of Appeals is increasing the fee for appeals from $50.00 to $100.00

- A letter received from Robert V. Hill informing of PPE Failures to a recruit's gear. Chief Farley announced he spoke to Bob Hill in regards to this matter and stated that students are not sent to the program wearing new gear.

- A letter from the State of NJ Cash management fund, advising state contract was awarded to State Street Bank effective mid to late March 2015.

APPROVAL OF MEETING MINUTES: A motion to approve minutes from the regular meeting held on February 10, 2015 was made by Commissioner Nordaby, Motion was seconded by Commissioner Miller and carried by unanimous voice vote.

ADMINISTRATOR REPORT:
Administrator Murtaugh reported that the I.D. tag printer has arrived at the vendor and they will be coming out with in the week to give a demo and train him with the printer.

Administrator Murtaugh announced he received Liability and Indemnification agreement from the Solicitor regarding Jr. Members attending the G.C.I.T Fire Science Program. The release and waiver must be signed by the junior member or if still a minor the parent or guardian.

Administrator Murtaugh also stated he is working with the Solicitor on an agreement that states the Parent/Guardian of students attending the Fire Science Program, will be responsible for any lost or damaged equipment. As cost for the equipment is expensive and the students are trusted that they will handle and use the equipment respectfully and properly.

Lastly Administrator Murtaugh reported that he and received an e-mail from the Solicitor in regards to the HGAC Program (State Financing Contract for the New ladder truck) Administrator Murtaugh stated he will be following up with Solicitor to thoroughly explain the guidelines that must followed for the purchase of the new ladder truck.

FIRE CHIEF / FIRE OFFICIAL REPORT: See attached report:
Chief Farley reported some mechanical issues on Ladder 736 with the male relay switch and also reported issues with the generator starting on 736 and this will be installed as

soon as possible.

Chief Farley also reported he has been working with Ron Elmo from E-One and DCI Fleet obtaining estimates for the ongoing paint issues on rescue 738.

Chief Farley announced that the mandatory training dates for next year have been set for January 9, 2016 and January 16, 2016 and is posted in the Firehouse.

Chief Farley stated he has been working with the County Fire Coordinator along with Deptford, West Deptford and Woodbury on rail road response derailment plans.

OFFICE CLERK: Office Clerk Karen Kelley reported a voided bill that printed on list of bills in error.

FINANCE: Resolution presented and motion to void check numbers 5543 and 5547 was made by Commissioner Nordaby and seconded by Commissioner Moan; Motion carried by unanimous roll call vote.

Chairman Sims stated that with the recent purchase of Class A uniforms, Chief Farley and Chairman Sims recommended that the District help the Fire Department with some of the cost of the invoice. After discussing this in detail, Commissioner Moan made a motion to help with the payment in the amount of $2,000 towards the total bill. Motion was seconded by Commissioner Miller and approved by a unanimous roll call vote.

TRAINING & SAFETY: Training dates for next year have been set for January 9, 2016 and January 16, 2016 and is posted in the Firehouse.

JIF COMMITTEE: Nothing to report.

PERSONNEL: Appointment of Line Officers will be held at next month's meeting.

PROPERTY AND EQUIPMENT: Commissioner Nordaby reported the Ladder Truck Committee will be meeting to discuss final plans and pre-build.

POLICY: Policy on Paid Fire Protection for Employees providing volunteer work is still ongoing.

COMMENTS FROM THE PUBLIC: Commissioner Nordaby made a motion to open the meeting to the public; Motion was seconded by Commissioner Miller and approved by a unanimous voice vote.

It is noted that members Albert Avelino and Lisa Avelino were in attendance but had no comments.

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March 10, 2015

Commissioner Nordaby made a motion to close the meeting to the public. Motion was seconded Commissioner Miller and approved by a unanimous voice vote.

PRESENTATION AND PAYMENT OF BILLS: Motion to authorize payment of bills made by Commissioner Nordaby, Motion was seconded by Commissioner Miller motion carried by a unanimous roll call vote.

OLD BUSINESS: Resolution presented, Commissioner Nordaby made a motion to memorialize and appoint Cooper Hospital as the BLS Medical direction for the Westville Fire District #1. Motion was seconded by Commissioner Miller and approved by a unanimous voice vote.

NEW BUSINESS: Due to the Gloucester County Construction Board of Appeals /Appeals Fee increasing from $50.00 to $100.00. Administrator Murtaugh is recommending the board look into raising parking ticket appeals, no decisions on this has been made on this as of yet, and Administrator Murtaugh will be looking into the ordinance.

ADJOURNMENT: Motion to adjourn at 8:33 P.M was made by Commissioner Nordaby and seconded by Commissioner Miller; Motion carried by unanimous voice vote.

Respectfully Submitted,
Deborah Holick
Secretary, Board of Fire Commissioners
/kmk

Westville Fire District #1
Monthly Bills - First Colonial National Bank
March 10, 2015

Date	Num	Name	Memo	Amount
NEW 1st Colonial National Bank				
2/20/2015	5545	Kelly Schwering	Election 02/21/15	-100.00
2/20/2015	5546	Nicole Murtaugh	Election 02/21/15	-100.00
2/23/2015	5547	Lincoln Financial Advisors	VOID: LOSAP Contrib for 2014	0.00
2/27/2015	Dire...	Prime Point Payroll Deduction	Inv# 208682 2/27/15	-456.25
3/4/2015		Bud's Auto & Truck Repair	VOID: Inv# 27414 & Inv# 27415	0.00
3/10/2015	5548	Borough of Westville	Fuel Bill for January 2015	-345.48
3/10/2015	5549	Above All Engraving	Inv# 3123h (2) Minute book plates	-17.00
3/10/2015	5550	Borough of Westville	1st Quater Health Insurance Paym...	-2,719.11
3/10/2015	5551	Bud's Auto & Truck Repair	Inv# 27414 & 27415	-1,200.60
3/10/2015	5552	Campbell Lock & Safe	Inv# 26409 Reapirs on Filing Cabinet	-321.00
3/10/2015	5553	Comcast Cable	Acct# 8499 05 109 0043237	-140.82
3/10/2015	5554	D.M. Medical Billings, Inc.	Billing Serv for December 2014 Inv...	-1,312.49
3/10/2015	5555	Great America Leasing Corp.	Inv# 16623304 Lanier Copier Lease	-164.25
3/10/2015	5556	Grove Hardware	Inv# 186716 Acct# 19460	-7.79
3/10/2015	5557	Joe Lutz	CPR Class 18 members	-270.00
3/10/2015	5558	Kaler Motor Company, LLC	Inv# W716 Repairs for E733	-1,245.32
3/10/2015	5559	Lamont Medical Equipment	Inv# 164180 (4) Rental Oxygen Cyl...	-108.00
3/10/2015	5560	MES	Inv# 00602808_SNV	-37,408.00
3/10/2015	5561	MGL Printing Solutions	Inv# 127309 (2) Min Books/(2) Fille...	-310.00
3/10/2015	5562	PNC Equipment Finance	lease number 126360000 - INV 51...	-17,326.98
3/10/2015	5563	Public Safety Outfitters	Inv# 7109 Strut Kit	-4,495.00
3/10/2015	5564	verizon wireless	Inv# 97411842505 Act# 92214574...	-249.74
3/10/2015	5565	Westville Fire Department	Electric Payment March 2015	-350.00
3/10/2015	5566	Borough of Westville	Acct # 602-2 Billing Period 01/01/1...	-100.00
3/10/2015	5567	Kaler Motor Company, LLC	Inv# W801 Repairs for E733	-460.65
3/10/2015	5568	Borough of Westville	February 2015 Fuel Bill	-496.95
Total NEW 1st Colonial National Bank				-69,705.43
TOTAL				**-69,705.43**

WESTVILLE FIRE DISTRICT NO.1
COUNTY OF GLOUCESTER

RESOLUTION TO VOID CHECKS
At Regular/Re-Organization Meeting of
March 10, 2015

WHEREAS, check number 5543 due to printing check before approval, and check number 5547 due to printing before approval from LOSAP.

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of the Westville Fire District No.1 that the above checks be voided.

This resolution was adopted at the Regular/Re-Organization meeting at the Westville Fire District No. 1 in the County of Gloucester on the 10th day of March, 2015.

Chairman

ATTEST:

Deborah A. Holick

Secretary

WESTVILLE FIRE DISTRICT NO. 1

RESOLUTION NO. _____

RESOLUTION DESIGNATING A BLS MEDICAL DIRECTION FOR WESTVILLE FIRE DISTRICT NO. 1

WHEREAS, there exists a need for the appointment of a BLS Medical Direction for Westville Fire District No. 1; and

WHEREAS, the services to be provided are professional in nature to be performed by individuals authorized by law to practice a recognized profession and the performance of said services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of Westville Fire District No. 1 that a contract for the provision of BLS Medical Direction is hereby awarded to Cooper Hospital effective immediately for the calendar year 2015.

BE IT FURTHER RESOLVED that a brief notice stating the nature, duration, service and amount of the contract and that the resolution and contract are on file and available for public inspection in the offices of Westville Fire District No. 1 shall be forthwith printed once in the official newspaper for Westville Fire District No. 1.

ADOPTED at the reorganization meeting of the Commissioners of Westville Fire District No. 1 held on March 10, 2015.

ATTEST:

Deborah Holick

Deborah Holick, Secretary

WESTVILLE FIRE DISTRICT NO. 1

By: F. H. Sims

Fritz H. Sims, Jr., Chairperson

WESTVILLE FIRE DISTRICT NO.1
GLOUCESTER COUNTY, NEW JERSEY

23 WEST OLIVE STREET
WESTVILLE, NJ 08093
PHONE: (856) 456-9432
FAX: (856) 456-8870

BOARD OF FIRE COMMISSIONERS

Fire District Meeting
Activities for the Month of February 2015

FIRE REPORT

Total Fire Calls: 42	**Total Drills: 3**
Total Fire Calls Year to Date For 2015: 76	
Time In Service In Hours: 118.25	**Dispatch to Location:6 Minutes, 52 Seconds**
Total Firefighters Responding: 384	**Firefighter Per Incident: 10**
Total Personnel Hours: 124.50	

EMS REPORT

2015 EMERGENCY MEDICAL SERVICES MONTHLY REPORT

Calls By Jurisdiction:	Month	Year to Date
Bellmawr	0	1
Deptford	6	9
Gloucester City	23	50
Mt. Ephraim	0	3
W. Deptford	0	1
Westville	37	78
I-295	3	10
NJTP	1	2
Calls By Unit:		
739	70	152
738	0	2
Calls By Shift:		
A Shift:	3	5
B Shift:	11	17
C Shift:	4	11
D Shift:	8	21
Career Shift:	22	46
Duty Crew:	13	31
All:	9	23
Calls By Outcome:	**Month**	**Year To Date**
Refusals:	7	9
Transports BLS:	26	72
Transports ALS:	7	15
Other:	30	58

No Responses:	Reason	Handled By
02/12/2015 16:04 Middlesex Street	Career FF/EMT only	Unknown
02/22/2015 22:49 Monmouth Street	One EMT on Duty Crew	Unknown

2015 FIRE MARSHALS OFFICE MONTHLY REPORT

Category:	Month	Year To Date
Total Inspections: LHU: Local:	2 0 2	4 0 4
Inspections: (Vacant)	0	0
Re Inspections:	2	7
Complaints:	0	5
Fire Investigations:	1	2
Fire Dollar Loss:	0	0
Parking Violations:	0	0
Juvenile Fire Setters:	0	0
Permits Issued: Type I (Cooking) Type I (Hot Roof) Type II	0 0 0 0	15 14 0 1
Permit Fee's Collected:	0	0
Fines Collected:	$77.00(2014)	$77.00
egistration Fees Collected:	$70.00(2014)	$95.00
re Prevention Programs:	0	0
re Pre Plans:	2	4
Hydrant Inventory:	0	3
Smoke Detectors:	0	

Additional Activity By FMO / Career Firefighters	Month	Year To Date
Fire Calls:	15	26
Ems Calls:	22	46
AED Inspections:	0	0
JIF Meetings:	0	0
Highway Meetings:	0	0
FO/FI Meetings:	0	0
Training Events:	3	4

Comments:

1. Work in progress with Borough Fire Prevention Ordinance Reviewing and making changes.
2. Year End report completed, met w/ George Beckett NJDFS to assist with an issue.
3. New Employee orientation (C. Mann)
4. Voting set up @ Community Center
5. Attended Bakken Training seminar @ CCFA
6. I-295 Spinkler system failures due to temperature. 3 buildings affected all fixed and in service.