

DELTRAN TOWNSHIP FIRE DISTRICT #1  
BOARD OF FIRE COMMISSIONERS  
REGULAR MONTHLY MEETING  
FEBRUARY 25, 2020

The regular meeting of the Board of Fire Commissioners of the Delran Township Fire District No. 1 was held on Tuesday evening February 25, 2020 at the Fire District Office.

Vice President Joseph Parento, commencing with the flag salute called the meeting to order at 7:30 pm.

The Vice President announced that this meeting is being conducted within the provisions of N.J.S.10-4.6 to N.J.S. 10:4-41 titled Open Public Meetings and that the time and place has been posted on the bulletin board of the Municipal Buildings and was advertised in the Burlington County Times on February 26, 2019.

Other members of the Board and appointed persons present were Commissioners James Turcich, James Bauer, and Tony Quaciari. Also, present were: Chief Kevin Peak; Deputy Chief Joseph Cunningham; Battalion Chief #231 Forman Shemeley; Battalion Chief #232 Josh Stellwag; President #232 Christopher Taranto; Insurance Broker Ryan Jones, and Solicitor Carmen Saginario. Fire Commissioner Charles Kendra was excused.

James Turcich made a motion, seconded by James Bauer to approve the minutes of the January 28, 2020 meeting, and the February 11, 2020 caucus meeting. The Board was polled. All AYES. The motion was approved.

COMMUNICATIONS: All communications that were received by the Clerk have been have been distributed to the Board members. The Board gave the Boy Scout Troop 25 of Delran approval to use the LED sign to advertise their Spaghetti Dinner on March 7. The Board also gave the Society of St. Vincent De Paula approval to use the LED sign to advertise their "Dance to the Oldies" on March 21.

SECRETARY: The Secretary reported on the election results:  
Voting machine; Budget-YES 75; Budget-NO 1; Fire Commissioner-James Bauer 76.  
Absentee Ballots: Budget-YES 156; Budget-NO 163; Fire Commissioner-James Bauer 271.

Vote count total: The Budget was approved with 231 "Yes" votes to 164 "No" votes. James Bauer was re-elected to a three-year term with 347 votes.

James Bauer said that the budget vote was close with the new absentee vote law. He has made an observation while on the scene of fire calls. He said be more friendly to the residents, let them know what is going on in their neighborhood.

CHIEF: Chief Peak submitted his written report. (See attached). The Department run count to date is 80 calls. He also reported that the scheduled department Fit Testing is completed. Relief and Exempt paperwork have been completed and submitted to the state. The Chief attended a training seminar on "Cancer in the Fire Service" that covered and approaches that we can take to minimize the risk of a cancerous atmosphere. The Chief explained that he has already taken steps and received decontamination buckets that will be on the apparatus for use after structure calls, car fires, dumpster fires, rubbish fires, etc. The decontamination process will begin as soon as the firefighter exits the fire area and is out of immediate danger to life area and prior to going to rehab. He is working on a decontamination SOP.

March drills/events scheduled:

March 02 - Live Burn Class A Rear Building  
March 09 - Stop the Bleed with FF/EMT Bard  
March 16- Station Cleanings  
March 23- Obstacle Course  
March 30- Cascade Ops

DEPUTY CHIEF: Deputy Chief Cunningham submitted his written report. (See attached). The Deputy Chief also reported that he is in the process of obtaining driver abstracts for all drivers of fire department vehicles.

STATION 231 BATTALION CHIEF: Battalion Chief Forman Shemeley reported that the replacement booster line for 2316 was delivered and installed. The headset repairs on 2312 and 2315 were mostly completed. However, to complete the work additional parts are needed. Cub Scouts 25 Pak asked for and were given a tour of Station 231. The Burlington County Fire Marshall's Association meeting was held at Station #231 in February.

STATION 232 BATTALION CHIEF: Battalion Chief Stellwag reported that the new hose for Sqr 2324 has been delivered and installed.

OTHER LINE OFFICER'S REPORTS: #232 Captain Christopher Harvey reported that the station is having problems with the computer software for programming pagers. The pagers are not programming, and we need to get IT support.

Lt. Joey Cunningham (Sta. 232) reported that he and Captain Scott Seybert (Sta. 231) attended Lifesaving Resources LLC, ice rescue "Train the Trainer" in Maine. They are both now certified Ice Rescue Instructors for 3 years. He received a quote from Target Solutions for tracking training and certifications as well as providing on-line training. This program will allow the department to drill and have the ability to keep maintain personnel accountability. Further discussion to follow. The Board gave permission to use the Station Utility vehicles as well as gear and air packs on March 28 for the Philadelphia Fight for Air Climb. He also reported that the smokehouse has surface

mold on the inside walls, and this needs to be addressed before we proceed with building enhancements.

Lt. Joe Parento (Sta. 231) spoke about doing crossover drills with the Friday night duty crews. He explained that if one station has an extra person on duty crew, perhaps he/she would like to cross train at the other station and could cross-fill an open duty crew spot.

FIRE OFFICIAL: Walt Bauer submitted his written report (See attached).

- A) Fire Prevention- no report.
- B) OEM- no report.

PRESIDENT'S REPORT- Christopher Taranto reported progress.

SOLICITOR'S REPORT: Carmen Saginario introduced the Domestic Violence Policy that needs to be adopted in order to meet the NJ State requirements. A motion was made by Tony Quaciari which was seconded by James Bauer to adopt the Domestic Violence Policy (Resolution 2020-03). The Board was polled. All AYES. The motion was carried.

INSURANCE: Ryan Jones submitted his report (See attached)

APPARATUS OFFICER: Joe Parento reported that Fire & Safety found the air leak on 2312. 2315's air leak was repaired, but another leak has shown up. 2318's light bar is on order. Joe Parento said that we are changing lights in house to save money.

FIRE EQUIPMENT: Dan Bard advised that Station 232 was short of flares.

STATION TRUSTEE REPORT: Station 231- Hutchinson HVAC installed the new motor for the tube heater. Both stations will have their annual sprinkler inspection serviced by Midlantic, February 27.

EMERGENCY SQUAD: No report.

MASTER PLAN: James Bauer advised that the next meeting is scheduled for March 31, 7:30 pm at station #231.

BUILDING & GROUNDS: Jim Turcich reported that the fire extinguisher quotes requests were mailed to area vendors. The carpet installer will be coming soon to lay carpet in the bunkrooms at Station 231. He also reported on the Keri Door System at both stations. The Keri system boards at Station 231 are very old and not working properly. We will be soliciting quotes for servicing or replacing. Hutchinson HVAC is coming to Station #232 March 2 for the preventative maintenance.

PUBLIC RELATION: No report.

OFFICE SPACE & EQUIPMENT- James Turcich reported that Atlantic Tomorrows Solution installed new Windows 10 computers to replace several old Windows 7 including the Clerk's lap top and Training Department laptop. Chief Peak's desk was ordered and received, and was placed in the Chief's office. James Turcich advised that he is soliciting quotes for painting the entranceway from the side parking lot.

CHIEF'S DINNER/BUSINESS RECOGNITION- Chief Martino's dinner is set for February 29 at Castle Harbor Yacht Club.

EMERGENCY MANAGEMENT: No report.

UNIFORMS: Angela Bauer reported that Class B light blue shirt was ordered from A-2-Z Emblems for Lt. Joe Parento. The Chief's Class A jacket, a jacket Chief's badge, a shirt Chief's badge, and a white Class A hat with a Chief's badge are still outstanding. I will call the company to find out the status of the order. A T-shirt order will be placed with our supplier A-2-Z Emblems.

SAFETY: Progress was reported.

WEB PAGE: Chief Peak is working with Greg Boehmke on a "Chief's Message" on our website for social media.

GRANT: No new report.

BILLS FOR PAYMENT: James Turcich made the motion, which was seconded by Tony Quaciari to pay all bills presented. The Board was polled. All AYES. The motion was carried.

TREASURER'S REPORT: James Turcich made the motion, which was seconded by Tony Quaciari to accept the Treasurer's report. The Board was polled. All AYES. The motion was carried. James Turcich reported on the Pro Phoenix fire inspection program will be ordered. We will be ordering just the inspection program at this time. He advised that the fuel pumps at Station 231 are aging and suggested that we get a preventative maintenance program in place. Sprague was awarded the Burlington County gasoline contract for the next 2 years. Riggins will still provide our diesel fuel. The voucher for the additional hard drive for the camera system was sent to Mohawk Surveillance to sign. He also advised that he had recently returned from a three-day seminar on the "Fair Labor Standard Act & Fire Departments" that was very informative and should be quite useful as we go forward with career staff.

James Turcich also reported that Edmund & Associates, the provider of our accounting software, has recently added a credit card payment service. This would be good for the

LEA and its handling of permit and inspection fees. He questioned whether the manufacturer of the fan motor in the tube heater installed at Station 231 by Hutchinson should honor a warranty on the motor. Apparently, a bent shaft on the motor caused the rattling sound that was coming from the heater, which was installed by Hutchinson. This was discovered when the heater was repaired and the technician doing the work discovered the bent shaft.

Our auditing firm, Homan, Frenia, Allison, have decided to split their firm. The auditors and staff that we have been dealing with, have a new name "Holt, McNally, & Associates".

OLD BUSINESS:

- 1) Gov.Deals Auction of outdated equipment: Retired FM vehicle; Surplus SCBA equipment; and obsolete radios. (No progress at this time)
- 2) Fire department needs to update the Department roster for the webpage.
- 3) A list of names from fire police captains are needed so new fire police equipment can be ordered.

NEW BUSINESS: The re-organization meeting will be scheduled March 10, 7:00 pm at the district office. The meeting will be advertised in the Burlington County Times.

PUBLIC COMMENTS: - No public comments

EXECUTIVE SESSION: James Bauer made a motion, which was seconded by James Turcich to enter into closed session under N.J.S.A. 10:4-12 to discuss personnel matters. It was stated that the matters to be discussed will be made public when the interests of the District no longer exist to retain the matters as confidential.

COMMISSIONERS COMMENTS: - No Commissioners comments.

Vice President Joseph Parento asked if anyone had any further business to discuss. Hearing none he asked for a motion to adjourn. James Turcich made a motion that was seconded by James Bauer to adjourn the meeting at 9:50 PM. The Board was polled. The motion was approved unanimously.

Respectfully submitted,

*Angela M Bauer*  
Board Clerk



## DELTRAN FIRE DEPARTMENT

P.O. Box 1007

Delran, New Jersey 08075

Office: 856-461-5474 Fax: 856-461-9005 *Emergencies Dial 9-1-1*

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### Delran Fire Department Department Chiefs Report

February 25, 2020

Congratulations to the Board and the Fire Department on the passing of the budget vote and the re election of Commissioner James Bauer! Looking forward to a great year and many more to come!

Department total run count for the year is 80 calls; 21 incidents since the last meeting on the 11<sup>th</sup>. Department recently responded to District 70 for a reported hose fire on Bridgeboro Road. Incident was quickly reduced down to Dist. 70 due to the fact that it was only a minor grass fire that made its way to a shed with only minor exposure. 232 responded in as RIC to D31 Moorestown for a house fire. Call was reduced down to D31 only being the fire was a minor cooking incident that only resulted in a smoke condition in the dwelling. Department assisted on 1 Cardiac Arrest behind 8004 Rt 130.

Scheduled Fit Testing for the department is completed. Any member that did not make one of the two nights will have to schedule with the company to go to their facility to have the testing done.

Text message and email system is still moving well in a forward fashion with only minor updates not and then.

March drills consist of:

- March 2<sup>nd</sup> – Live Burn Class A Rear Building
- March 9<sup>th</sup> - Stop the Bleed with FF/EMT Bard
- March 16<sup>th</sup> - Station Cleanings
- March 23<sup>rd</sup> - Obstacle Course
- March 30<sup>th</sup> - Cascade Ops

Relief and Exempt paperwork has been completed and submitted to the state well before the deadline that was asked. Myself and Greg Boehmke will be submitting sheets for a few members that need to be moved and updated on the sheets to reflect their proper locations.

Myself, FF Schaefer and FF Bard attended a training class last night at Station 201 on Fireground Considerations presented by Capt. Bobby Eckert from Camden Fire. I will be emailing him to try to have him come in and present to our department and possibly invite a few outside agencies.



## **DELTRAN FIRE DEPARTMENT**

**P.O. Box 1007**

**Delran, New Jersey 08075**

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On the 20<sup>th</sup> I attended a RIC Policy Review and Update meeting. There were only a handful of changes that we all felt that needed to be addressed. Minor changes would be to address how many members you should be responding with on primary dispatch and how many we should have on scene after the all hands is placed, talked about having certain units on scene ahead of time such as extra BLS in staging, medics dispatched on all hands or on MAYDAY calls, etc.

On the 19<sup>th</sup> I attended a training seminar on Cancer in the Fire Service and ways and approaches that we can take to minimize the risk of a cancerous atmosphere in our department. We have already taken steps and received decontamination buckets that will be on the apparatus for after structure calls, car fires, dumpster fires, rubbish fires, etc. The decontamination will be done as soon as the FF exits the IDLH area. While they are still on air, they will be directed to the decontamination area and be decontaminated prior to going to rehab as not to contaminate that area. I have a draft of the SOP by the county to go off of and also a SOP that can be modified to suit our department.

Respectfully,

Kevin F. Peak  
Department Chief  
Delran Fire Department; Delran Fire District #1



# DELRAN FIRE DEPARTMENT

P.O. Box 1007

Delran, New Jersey 08075

856-461-5474 Fax 856-461-9005

*Emergencies Dial 9-1-1*

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## Deputy Chief's Report Feb 2020

1. Fire & Safety was at 232 today to look at 2321's foam issue again, Light poles, Siren. Parts were ordered to make the necessary repairs, with the exception of the siren. 2321 needs a new siren module.
2. All the hose that was ordered has been delivered.
3. I am in the process of pulling driver abstracts for drivers of FD Vehicles.
4. The EDIAFC Conference online registration is open.

Respectfully submitted

A handwritten signature in black ink, appearing to read 'Joseph M Cunningham Sr.', written in a cursive style.

Joseph M Cunningham Sr.

Department Deputy Chief



**DELRAN FIRE DEPARTMENT  
BUREAU OF FIRE PREVENTION  
MONTHLY REPORT: February 25, 2020**

In January, there were 206 inspections, re-inspections, etc., and received 21 request for home resale or rental inspections.

**Division of Fire Safety:** See attached report

**Plan Review:** Two apartment projects are under review; both are 10 buildings with over 240 units per development. Final approval was submitted for the old Willowbrook Golf Course.

**Fire Prevention:** No Report

**Open House:** Will be October 24, 2020

**Fire Investigation:** None

**O.E.M.** Next meeting is March 26, 2020

*Walt Bauer*

cc:

Chuck Kendra, President	Chief Peak
Tony Quaciari	Deputy Cunningham
Jim Turcich	Battalion Shemely
Joe Parento	Battalion Stellwag
Jim Bauer	A. Bauer Clerk of the Board

**DELRAN FIRE DEPARTMENT  
FIRE PREVENTION BUREAU**

900 Chester Ave, P.O. Box 1007

856 461 5474

fax 856 461 9005

Quarterly Meeting 5 Southern Counties

February 20, 2020

Fayez Fanik [(609) 633-6216 or (609) 633-2241] from the state Bureau of Housing Inspections spoke about the new tiered inspection cycle. If a building passes it is not due for 7 years. Passes in 3 inspections it is not due for 5 years. Greater than 3 inspections it is due in 2 or 3 years.

CHECK RIMS for BHI registrations in your town.

B.H.I. Registration before Certificate of Occupancy is issued.

Yearly Report to the state: they are giving less extensions especially to L.E.A.s that regularly request extensions. They are looking to issue a monetary penalty if the report is not filed by January 31<sup>st</sup>.

Carbon Monoxide alarms installed under the Uniform Construction Code shall be approved.

The state has openings for hourly inspectors (\$26.00/hr.), there are only 21 names on the state list.

R.I.M.S.: B.H.I. switched to the new system. They are working out the bugs before adding D.F.S. to the system.

Continuing Education Classes: They are looking into having classes on line in the future.

There has been an increase in civilian deaths (62), 60% were in houses. The number of Senior Citizens deaths have also risen.

There will be a N.F.I.R.S. Seminar on March 18<sup>th</sup>.

Legislation for Junior firefighters passed the senate 39-0, going to the Assembly March 16<sup>th</sup>. After the Junior Firefighter legislation is finished, they will start working on changing the fire extinguisher requirement to optional for resale and change of occupancy in one- and two-family dwellings.

Carbon Monoxide detectors are not needed in school labs with Bunsen burners.

N.F.I.R. and other fire service reports are notoriously written bad, looking into having a report writing seminar.

**DELRAN TWP. FIRE DISTRICT #1**  
**INSURANCE REPORT**  
January 28, 2020 – February 25, 2020

**Feb 4<sup>th</sup>:**

- The Group Life insurance policy will not have any coverage or rate changes this year. Member updates are being worked on.

**Feb 5<sup>th</sup>:**

- An invite was sent out for a Rue hosted seminar on Federal Motor Carrier Safety Administration Regulation updates.

No claims were reported in this period and no COI's were issued.



**DELRAN FIRE DEPARTMENT - STATION 2  
1020 S. CHESTER AVENUE, DELRAN, NJ 08075  
EMERGENCY DIAL 9-1-1**

## 1<sup>st</sup> Lieutenants Report March 2020

Capt. Seybert & I attended Lifesaving Resources LLC; Ice Rescue Trainer in Maine, We a both certified Ice Rescue Instructors for 3 years. This means we will have to teach a curriculum-based Ice rescue class now not the departments class. Nonetheless if we have ice this year anyone who participates will receive a Lifesaving resources LLC certification which is valid for 5 years.

I would like to request the permission to use department utilities as well as gear and packs on March 28<sup>th</sup> for the Philadelphia Fight for Air Climb. 232 Currently has a team consisting of 6 people.

I have received a quote for the department from Target Solutions. I feel this program would be an asset to the department because it will allow us to roll out training classes as well as keep up with personnel accountability. We can roll out mandatory drills on here for members to do that might struggle to make Monday night drills. This will also help us in logging points for our iso rating which might help us achieve a higher ISO rating.

FF. Dugme is getting me a quote for to paint the smokehouse to prevent mold from growing on the wood. Price is estimated at \$1200.

Respectfully Submitted,

Joseph Cunningham Jr.  
Lieutenant

# **BOARD OF FIRE COMMISSIONERS**

## **DELRAN TOWNSHIP FIRE DISTRICT NO. 1**

RESOLUTION NO. 2020-03

WHEREAS, the Board of Fire Commissioners of Delran Township Fire District No. 1 (hereinafter the "District") is responsible for fire prevention and fire protection in Delran Township; and

WHEREAS, the District is also responsible under N.J.S.A. 11A:2-6a for adopting and implementing a Domestic Violence Policy which, among other things, is designed to encourage employees who are the victims of domestic violence, and those impacted by domestic violence, to seek assistance from their human resource officers and also to provide a standard for human resource officers to follow when responding to employees; and

WHEREAS, the District desires to adopt said policy, which is attached hereto and made a part hereof; and

WHEREAS, the District will take any and all action as required by the Policy and by applicable law.

NOW, THEREFORE, BE IT RESOLVED that the Board now assembled in public session this 25<sup>th</sup> day of February, 2020, hereby adopts the Domestic Violence Policy as attached hereto.

**Board of Commissioners Recorded Votes**

<b><u>Member</u></b>	<b><u>Aye</u></b>	<b><u>Nay</u></b>	<b><u>Abstain</u></b>	<b><u>Absent</u></b>
Kendra				
Parento				
Turcich				
Bauer				
Quaciari				

I, ANGELA BAUER, Clerk of the Board of Fire Commissioners of Delran Township Fire District No. 1, do hereby certifi. that the foregoing is a true and correct copy of a resolution adopted by the Board of Fire Commissioners at the public meeting of the Board held on February 25, 2020.

  
ANGELA BAUER, CLERK

Range of Checking Accts: CHECKING to CHECKING Range of Check Ids: 30599 to 30648  
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void Ref Num
30599	02/11/20	DREDO005 Dredge Harbor Boat Center, LLC	390.00	94
30600	02/11/20	ICERE005 ICE RESCUE SYSTEMS	2,991.14	94
30601	02/11/20	JAMES005 James C. Bauer	159.97	94
30602	02/11/20	JOEYS005 Joey's Lawn Care	281.10	94
30603	02/11/20	MES00005 MES	77.26	94
30604	02/11/20	NEWJE005 NJAWC	760.05	94
30605	02/11/20	PRAXI005 Atlantic Tomorrow's Office	1,859.97	94
30606	02/11/20	PSEG0005 PSE&G	5,481.59	94
30607	02/11/20	REPU005 REPUBLIC SERVICES #628	88.04	94
30608	02/11/20	RIGGI005 Riggins Oil	329.54	94
30609	02/11/20	SERVI010 Service Station Service, Inc	1,774.27	94
30610	02/11/20	SPRIN005 Sprint/Nextel Communications	34.50	94
30611	02/11/20	VERIZ005 Verizon	481.27	94
30612	02/11/20	ERINC005 Erin Cleaners	95.20	95
30613	02/25/20	AIRPO005 Airpower International	1,940.00	96
30614	02/25/20	ATLAN005 Atlantic Refrigeration Co.	532.39	96
30615	02/25/20	AZEMB005 A-2-Z Emblems	255.00	96
30616	02/25/20	BEVAN005 Bevan Security Systems	180.00	96
30617	02/25/20	BURLI010 Burlington Co. ESTC-BCIT	450.00	96
30618	02/25/20	BURLI015 Courier Times Inc.	155.44	96
30619	02/25/20	CAPEH005 Capehart & Scatchard P.A.	136.50	96
30620	02/25/20	CLARK005 Clarks Landing Yacht Club	7,705.87	96
30621	02/25/20	COMAS005 Comcast	894.41	96
30622	02/25/20	CONTI005 Continental Fire & Safety	754.00	96
30623	02/25/20	COURI005 Courier-Post	187.52	96
30624	02/25/20	CURRY005 Curry Office Supplies	2,100.93	96
30625	02/25/20	DELAG005 Delage Landen Financial	1,183.18	96
30626	02/25/20	ELECT010 ELECTION SUPPORT & SERVICES	150.00	96
30627	02/25/20	EMERG005 Emergency Equipment Sales	235.55	96
30628	02/25/20	FLAGG005 FLAGG'S PEST CONTROL	170.00	96
30629	02/25/20	HEART005 HeartSmart	665.46	96
30630	02/25/20	HUTCH005 Hutchinson	437.50	96
30631	02/25/20	JAMES005 James C. Bauer	4.90	96
30632	02/25/20	JAMES010 James T. Turcich	1,464.65	96
30633	02/25/20	JOHNM005 John V. Martino	29.83	96
30634	02/25/20	JOIEB005 Joie Budget Printing	425.00	96
30635	02/25/20	JOSEP015 Joseph M. Cunningham, Jr.	241.38	96
30636	02/25/20	JUDYO005 Judy Ogozalek	275.00	96
30637	02/25/20	MCDON005 McDonald's Uniform Co.	762.93	96
30638	02/25/20	MES00005 MES	11,741.13	96
30639	02/25/20	NJAWC005 NJAWC - Hydrants	13,938.00	96
30640	02/25/20	PRAXI005 Atlantic Tomorrow's Office	5,493.38	96
30641	02/25/20	RALPH005 Ralph BenseL, JR.	1,581.70	96
30642	02/25/20	READY005 ReadyRefresh by Nestle	83.36	96
30643	02/25/20	SFENT005 SF Entertainment Group	600.00	96
30644	02/25/20	SUZAN005 Suzanne Pierson	275.00	96
30645	02/25/20	THEFT005 The Fire Store	273.80	96
30646	02/25/20	THIRD005 Third Base Sports & Trophies	1,795.00	96
30647	02/25/20	TOWNL005 TOWN LINE TROPHIES	211.90	96
30648	02/25/20	WALTE005 Walter A. Bauer	129.06	96