

Pittsgrove Fire District #2
Willow Grove Board of Fire Commissioner's
879 Willow Grove Road Pittsgrove, NJ 08318
Minutes of Meeting
March 5, 2019

Call to Order:

- Chairman Concannon called the meeting to order at 1907.
- Chairman Concannon advised everyone that notice of this meeting has been advertised in accordance with the provisions of the "Open Public Meetings Act" and has been advertised in the Elmer Times Newspaper.

Roll Call:

- After the salute to the flag, Chairman Concannon called the roll: Snyder (P), Concannon (P), Cavagnaro (P), O'Donnell (P) Hughes (P)

Assistant Chief Rumpp, Captain Briggs, and Firefighter Gropper were Present. Minitola Fire Department was also in attendance.

Election Results:

- The election results from the February 16th election are as follows:
 - 2019 Budget Passed with a Vote of 12 Yes and 0 No votes
 - Chuck Hughes was voted into a 1 year term with a vote of 12 Yes and 0 No votes
 - Brian Concannon was voted into a 3 year term with a vote of 12 Yes and 0 No votes

The board read and filed a resignation letter dated March 1, 2019 from Tim O'Donnell. His resignation was accepted. The board thanked Tim O'Donnell for his service and wished him luck as the Chief of the department.

Minutes of Previous Meeting:

- The minutes of the February 5th, 2019 meeting were read by Secretary Cavagnaro. A motion to accept was made by Commissioner Snyder and seconded by Commissioner Hughes. All members in attendance were in favor.

Treasurer's Report:

- The bills from February meeting were read by Treasurer Snyder.
- A motion to accept the Treasurer's report was made by Commissioner Cavagnaro and Seconded by Commissioner Hughes. All members in attendance were in favor.

Reorganization of the Board for 2019:

- **Resolution 3 - 2019**
- Chairperson: Motion for Brian Concannon was made by Al Snyder and Seconded by Chuck Hughes. All members in attendance were in favor.
- Vice Chairperson: Motion for Chuck Hugh was made by Al Snyder and Seconded by Mark Cavagnaro. All members in attendance were in favor.

- Treasurer: Motion for Al Snyder was made by Mark Cavagnaro and Seconded by Chuck Hughes. All members in attendance were in favor.
- Secretary: Motion for Mark Cavagnaro was made by Al Snyder and Seconded by Chuck Hughes. All members in attendance were in favor.
- Clerk of the Board: Motion for Al Snyder was made by Mark Cavagnaro and Seconded by Chuck Hughes. All members in attendance were in favor.

Sealed Bids for Command Vehicle:

- Bid 1: A sealed bid from the Township of Pittsgrove was opened and read in the amount of \$6,122.00.
- Bid 2: A sealed bid from the Township of Franklin was opened and read in the amount of \$5,199.00
- Bid 3: A sealed bid from the Minitola Fire Company was opened and read in the amount of \$5,559.00
 - A motion to accept the Township of Pittsgrove Bid was made by Commissioner Cavagnaro and seconded by Commissioner Snyder. Commissioner Hughes abstained from the vote and two voted yes. Commissioner Cavagnaro is to reach out to the Township of Pittsgrove to relay the results.

Communications:

- Liberty Mutual sent an invoice for 2,066.00 based on a 2018 audit of our insurance coverage. Commissioner O'Donnell reached out to the insurance company about the difference in cost between the billed amount and the estimated \$400 per active firefighter with gear. The insurance company said the initial bill was estimated based on a 2018 audit. We will get a report in a week or two stating what our coverage cost will be and adjustments to future bills.
- At the fire company meeting, Commissioner Snyder was given a letter from the fire board about a possible reduction in gas and electric bills. Commissioner Snyder contacted Energy Advisors about the possible reduction in cost. The contact stated she can lock us in for 6 months at a price of .51 for gas and for 18 months at 9.1. She is going to send a contract over for the board to review. Commissioner Cavagnaro stated most of these deals end up costing more in the long run and will assist in looking into the matter.

Old Business:

- Energy Advisors reached out to Commissioner Snyder. They explained that they could lower the price of gas and electric for a set amount of time pending our acceptance of the contract. They could not provide a contract to us. The board decided to stay with our current providers.
- Commissioner Snyder reached out to the county to discuss the \$82 dollar fee for the absentee ballot posting and how to obtain the ballots. Commissioner Snyder to reach out to the county again to get a copy of their procedure for future elections as we have done in the past.
- Chief O'Donnell received the report about the insurance rates. The report could not be opened. He left a message with the insurance representative, and has not received a call back.

Secretary McEvoy posted LOSAP in the hallway. The members have to reach out to Secretary McEvoy with any issues. Once the time is over, he will submit the 2019 list.

- The new 2210 will be lettered and striped on Tuesday.
- 229 was taken in for repairs. Truck was serviced. An Oil leak was diagnosed and given the location would require multiple components to be removed. An estimate of \$4,000 was submitted. The board asks that the fire company monitors the leak and we will address it at a later date.
- The valve was fixed on 222. The chief explained they are working through other repairs before fixing the damaged door on the apparatus.
- The other districts are meeting at 7 P.M to discuss the potential for a Township EMS service. Commissioner Cavagnaro and Chief O'Donnell will attend.

New Business:

• The following Resolutions were read and voted on. The motions were made by the Commissioner labeled as "1," Seconded by the commissioner labeled as "2." The official vote follows as "X" Yes and "X" No.

Resolution 4 - 2019

Newspapers: Elmer Times or South Jersey Times

1: Commissioner Snyder 2: Commissioner Cavagnaro 3 Yes 0 No

Resolution 5 -2019

Insurance Broker: Earle H. Sloan Inc.

1: Commissioner Hughes 2: Commissioner Snyder 3 Yes 0 No

Resolution 6 - 2019

Meeting dates for year 2019 - 2020:

| | | | | |
|---------------|-------------------|------------------|------------------|------------------|
| April 2, 2019 | May 7, 2019 | June 4, 2019 | July 2, 2019 | August 6, 2019 |
| | September 3, 2019 | October 1, 2019 | November 5, 2019 | December 3, 2019 |
| | January 7, 2020 | February 4, 2020 | | |

1: Commissioner Cavagnaro 2: Commissioner Snyder 3 Yes 0 No

Resolution 7 - 2019

Security Bond for the Board of Commissioners

1: Commissioner Snyder 2: Commissioner Cavagnaro 3 Yes 0 No

Resolution 8 - 2019

Cash Management: Newfield National Bank

1: Commissioner Cavagnaro 2: Commissioner Hughes 3 Yes 0 No

Resolution 9 - 2019

Solicitor Richard Tonetta, esq

1: Commissioner Snyder 2: Commissioner Hughes 3 Yes 0 No

Resolution 10 - 2019

Bowman and Company: Auditor

1: Commissioner Hughes 2: Commissioner Cavagnaro 3 Yes 0 No

- The above Resolutions will be uploaded to the website and sent to the Elmer times for publication.
- Fire District Title 19 had the possibility of moving the Fire District to elections over the past few years. Under Governor Murphy, the election dates will be left up to the municipalities.
- The back building is ready for file cabinets. Commissioner Cavagnaro will research some options for file cabinets to be presented in the April meeting.

Chief's Report:

- Read and filed.

Public Comment:

- Motion was made to open the floor to public comment at 1955. No public comment.

Adjournment:

- Motion to adjourn was made at 2005 by Commissioner Cavagnaro and seconded by Commissioner Hughes. All members in attendance were in favor.

Respectfully,
Mark Cavagnaro, Secretary