

**MOUNT LAUREL FIRE DISTRICT #1**  
**BOARD OF FIRE COMMISSIONERS**  
**REGULAR MEETING MINUTES**  
December 15, 2014  
Fire Department Headquarters Station  
Meeting Minutes #17

**IN ATTENDANCE:**

1. Commissioner Cornue
2. Commissioner Ridenour
3. Commissioner Shestack
4. Commissioner Hamilton
5. Chief of Department Colucci
6. Deputy Chief Burnett
7. Administrator Jones
8. Solicitor Braslow

**NOT IN ATTENDANCE:**

1. Commissioner Roura

The meeting was called to order by Commissioner Shestack at 8:03 PM.

The Pledge of Allegiance was recited and a moment of silence observed.

Public announcements were read by Commissioner Hamilton.

**ADOPTION OF RESOLUTIONS:**

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| Resolution #2014-62 | “Appointment of Roshan P. Vasoya as a ‘Junior’ Member of the Mount Laurel Fire Department”   |
| Resolution #2014-63 | “Approval of Support Staff Shop Collective Bargaining Agreement 2015 – 2016”   |
| Resolution #2014-64 | Approval of Firefighter’s Shop Collective Bargaining Agreement 2015 – 2016”  |
| Resolution #2014-65 | “Approval of Fire Officer’s Shop Collective Bargaining Agreement 2015 – 2016”  |
| Resolution #2014-66 | “Approval & Authorizing Execution of an Employment Contract Covering 2015 – 2016 for Secretarial Assistant Marjorie A. Richardson”                           |
| Resolution #2014-67 | “Resolution Authorizing the Award of a Fair and Open Contract for Civil Engineering Services in Fiscal Year 2014 to Dante Guzzi Engineering Associates. LLC” |

Commissioner Cornue made a motion to approve Resolutions #2014-62 through #2014-67 that was seconded by Commissioner Ridenour. The motion was unanimously approved by the Board.

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| Resolution #2014-69 | “Authorization for 2014 Budget Transfers”  |
| Resolution #2014-70 | “Cancellation of Fiscal Year 2014 Unexpended Appropriations”   |
| Resolution #2014-71 | “Designation of the Official Newspapers of the Mount Laurel Fire District #1 for the Fiscal Year 2015”   |
| Resolution #2014-72 | “Authorizing the Award of Purchase Orders for Materials and Supplies Purchased Under Contract by the State Division of Purchase and Property Pursuant to N.J.S.A. 40A:11-12” |
| Resolution #2014-73 | “Appointment of Career Employees for the Year 2015”  |

- Resolution #2014-74      “Resolution Authorizing the Award of a Non-Fair and Open Contract for Insurance Broker Services in Fiscal Year 2015 to Bollinger Insurance”
- Resolution #2014-75      “Resolution Authorizing the Award of a Non-Fair and Open Contract for General Legal Counsel Services in Fiscal Year 2015 to Richard M. Braslow, Esq.”
- Resolution #2014-76      “Resolution Authorizing the Award of a Non-Fair and Open Contract for Municipal Accounting & Auditing Services in Fiscal Year 2015 to Bowman & Company, LLP”
- Resolution #2014-77      “Resolution Authorizing the Award of a Non-Fair and Open Contract for Labor Counsel Services in Fiscal Year 2015 to Lane J. Biviano, Esq.”
- Resolution #2014-78      “Resolution Authorizing the Award of a Non-Fair and open Contract for Investigative Special Counsel Services in Fiscal Year 2015 to the firm Barker, Gelfand & James, PC”
- Resolution #2014-79      “Resolution Authorizing the Award of a Non-Fair and Open Contract for FMLA & FLSA Counsel Services in Fiscal Year 2015 to the firm Capehart & Scatchard, P.A.”
- Resolution #2014-80      “Resolution Authorizing the Award of a Non-Fair and Open Contract for Architectural Consulting & Construction Planning / Management Services in Fiscal Year 2015 to the firm New Road Construction Management Company, Inc.”
- Resolution #2014-81      “Adoption of Temporary Budget for Fiscal Year 2015”

Commissioner Ridenour made a motion to approve Resolutions #2014-69 through #2014-81 that was seconded by Commissioner Cornue. The motion was unanimously approved by the Board.

**FINANCIAL MATTERS:**

Commissioner Ridenour reported that he had reviewed the monthly bills for December 2014 and that all were in order. Commissioner Hamilton made a motion to approve December 2014 monthly bills totaling \$851,301.44 that was seconded by Commissioner Ridenour. The motion was unanimously approved by the Board.

**MONTHLY REPORT BY ADMINISTRATOR:**

The Administrator had submitted his monthly report to the Board for their review prior to the meeting. He reported that the architects and the roof consultants were on site today at all 3 stations to evaluate the buildings and take core samples from each roof to assist them with the investigative work on the best design option. They would like to conduct thermal scans of several roof areas to validate that water is not pooling under the insulation along with some asbestos testing to verify that none of the roofs require any special handling. Commissioner Shestack asked him if we have any asbestos in the roofs of any of the buildings and Administrator Jones replied that he wasn't aware of any but there is always the possibility that the older roofs could have some.

**BOARD QUESTIONS FOR THE CHIEF OF DEPARTMENT:**

Chief of Department Colucci had submitted his monthly report to the Board for their review prior to the meeting. He reported that he has made several changes to the Lenape HS release form that was reviewed and discussed at last month's meeting and it is attached to his report. He was awaiting review by Solicitor Braslow who was currently on vacation. Commissioner Ridenour felt that the changes protect the fire department and leaves nothing open ended. Commissioner Shestack felt that it was good to add that any distribution or use of the material requires our consent. Commissioner Hamilton still didn't like some language in the release and felt that it should be ironclad and required our approval of any and all uses of the material. Commissioner Shestack felt that it adequately addresses any concerns that we have with our approval of the use of the material for any purpose. Commissioners Cornue stated that he was okay with the changes. Commissioner Cornue made a motion to approve the changes made tonight that was seconded by Commissioner Ridenour. The motion was unanimously approved by the Board.

**OTHER MATTERS:**

2014 LOSAP Program Award Discussion & Approval: Administrator Jones reported that there were a couple of members that just made the minimum requirements but that overall, most of the eligible membership qualified for an award this year for a grand total of \$37,995.

2014 Clothing Allowance Stipend Award Discussion & Approval: Commissioner Shestack noted that the total program award this year is \$38,000.

2015 Budget Proposal Board Discussion: Commissioner Shestack reported that the Administrator and Chiefs made \$111,000 in reductions per discussions of the Finance Committee to reduce the amount of fund balance being used. This will be the 5<sup>th</sup> consecutive year that we have been able to either hold the line or reduce the tax rate while maintaining all of our programs, apparatus, equipment and adding several new part-time positions.

Resolution #2014-68            “Resolution to Approve the 2014 LOSAP Program Certified List of Eligible Volunteer Members”. Commissioner Hamilton made a motion to approve the resolution that was seconded by Commissioner Cornue. The motion was unanimously approved by the Board.

Resolution #2014-82            “2015 Budget Resolution, Mount Laurel Fire District #1, Fiscal Year: From January 1, 2015 to December 31, 2015”. Commissioner Hamilton made a motion to approve the resolution that was seconded by Commissioner Cornue. The motion was unanimously approved by the Board.

**COMMENTS OF FIRE DISTRICT PROFESSIONALS:**

None.

**COMMENTS OF FIRE COMMISSIONERS:** Commissioner Ridenour thanked Administrator Jones, Chief of Department Colucci, Deputy Chief Burnett and Commissioner Shestack for helping him understand the budget and the budget process this year and for holding the tax rate while allowing us to still operating within our means. Commissioner Cornue agreed that it's been a good year and that everybody was working well as a team. Commissioner Hamilton agreed and was grateful for the work that everybody is doing. Commissioner Shestack also agreed and thanked everybody for their help and support again this year. He noted that Personnel Assistant Delp appears to be having a positive impact and getting a lot of support from the volunteers.

**PUBLIC PARTICIPATION:** Battalion Chief Bigoss had just arrived and asked whether the Board has approved the LOSAP and Clothing Allowance program amounts for this year and Commissioner Shestack replied that the Board had just approved the LOSAP program by resolution. Commissioner Ridenour made a motion to approve the 2014 Clothing Allowance awards that was seconded by Commissioner Cornue. The motion was unanimously approved by the Board.

Resolution #2014-83            “Closing of Meeting Pursuant to Open Public Meetings Act”. Commissioner Hamilton made a motion to approve the resolution that was seconded by Commissioner Cornue. The motion was unanimously approved by the Board.

**THE OPEN SESSION ENDED AT 8:47 PM.  
A CLOSED SESSION BEGAN AT 8:56 PM.  
THE CLOSED SESSION ENDED AT 9:07 PM.**

Commissioner Ridenour made a motion to schedule a Special Meeting on 12/23/14 @ 7:30 PM that was seconded by Commissioner Hamilton. The motion was unanimously approved by the Board.

Commissioner Hamilton made a motion to adjourn the meeting that was seconded by Commissioner Cornue. The motion was unanimously approved by the Board.

**THE MEETING ADJOURNED AT 9:15 PM.**