

**MOUNT LAUREL FIRE DISTRICT #1  
BOARD OF FIRE COMMISSIONERS  
SPECIAL MEETING MINUTES**

**November 9, 2011**

**Fire Department Headquarters Station  
Meeting Minutes #20**

**IN ATTENDANCE:**

1. Commissioner Nash
2. Commissioner Roura
3. Commissioner Cornue
4. Commissioner Shestack
5. Commissioner Shapiro (left @ 10:00 PM)
6. Interim Chief of Department Colucci
7. Deputy Chief Burnett
8. Administrator Jones

*Note: Due to a failure of the recorder to save the audio file of this meeting, these meeting minutes have been created from notes and mental recollections of Administrator Jones, Chief of Department Colucci and Deputy Chief Burnett.*

The meeting was called to order by Commissioner Cornue at 8:01 PM.

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

The public announcements were read by Commissioner Shapiro.

A Public Hearing to introduce a proposed LOSAP Amendment was opened by Commissioner Cornue at 8:05 PM. Administrator Jones read aloud the proposed LOSAP Eligibility Document changes to the audience. He noted several errors in the Summary Document. Copies of the proposed changes were available in the back of the room. The proposed changes were as follows:

**Section 4 – Eligibility:**

Active Volunteer Firefighter Member – The “County Logged Incidents” minimum requirement was reduced from “144” points to “96” points, the extension of “County Logged Incident” was reduced from “288” points to “192” points and the total minimum points required to qualify for a LOSAP award was reduced from “384” points to “288” points.

Active Volunteer Fire Company Chief Officer Member – The “County Logged Incidents” minimum requirement was reduced from “144” points to “96” points, the extension of “County Logged Incident” was reduced from “288” points to “192” points and the total minimum points required to qualify for a LOSAP award was reduced from “348” points to “252” points.

An additional point category “Fire Company Meeting Attendance.....2 points each” has been added

**Section 6 – Amounts Credited:**

The maximum LOSAP contribution amount has been increased by the 2010 CPI increase adjustment of 2.8% (in accordance with the requirements of N.J.A.C. 5:30-14) from \$1150 to \$1182.

Commissioner Cornue commented that the Board has had the opportunity to review the proposed changes and Commissioner Shestack provided the Board with an explanation for the proposed changes. He explained that these changes are being proposed in order to more accurately reflect the number of incidents that volunteers are responsible for as a result of the 12 hour career staff schedule that was implemented in early January 2011 and which reduced the hours that volunteers are principally responsible for from 120.5 hours to 84 hours. He added that other changes to the LOSAP program may be considered for adoption next year.

After a brief discussion on the merits and reasons for the proposed changes and the retention benefits that they are expected to bring, the Board agreed that they were acceptable.

Resolution #2011-65 “Resolution Amending the Length of Service Award Program (LOSAP) for the Mount Laurel Fire District #1. Commissioner Roura made a motion to approve the resolution that was seconded by Commissioner Nash. The motion was unanimously approved by the Board.

The public hearing was closed by Commissioner Cornue at 8:16 PM and the Special Meeting agenda resumed.

**APPROVAL OF MEETING MINUTES:**

- Commissioner Roura made a motion to approve the minutes of the 6/20/11 Regular Meeting, which was seconded by Commissioner Shapiro. The motion was unanimously approved by the Board with Commissioner Shestack abstaining.
- Commissioner Shestack made a motion to approve the minutes of the 7/5/11 Special Meeting, which was seconded by Commissioner Roura. The motion was unanimously approved by the Board with Commissioners Cornue and Shapiro abstaining.

**RESOLUTIONS:**

- None.

**MONTHLY REPORT OF THE CHIEF OF DEPARTMENT:** The Chief of Department had submitted his monthly report to the Board for their review prior to the meeting.

Several Board members complimented him on the new format of his report. He provided additional details on the transfer notices that had been sent out and which take affect in January. He provided additional details on several policies that Fire Official Kownatsky is developing and answered several questions about them raised by Board members.

The Board discussed Fire Official Kownatskys' proposed changes to the Bureau of Fire Prevention registration and inspection fee schedule. After much discussion about whether and how much to increase the fees along with a justification, it was decided to increase each registration fee by \$10 for 2012. This additional revenue will help pay for the new inspection system software and for any "per diem" or part-time civilian inspectors that may be brought on next year to help with smoke detector inspections.

Chief of Department Colucci added more details about Captain Evans now being assigned to the Training Division. He commented on the re-assignment of small engine maintenance to staff working at Station 361, providing Mechanic Skeenes with additional time to do other maintenance.

He commented on the activities of the Finance Committee and turned the discussion over to Commissioner Shestack. Commissioner Shestack briefed the Board on the budget and asked the Board for input on several personnel issues that the Committee needed to resolve in order to finish the 2012 Budget Proposal. The issues involved new personnel, whether they should be full or part-time and what Civil Service titles would best fit our needs. The Board thoroughly discussed these issues and decided to include a full-time Assistant Mechanic, full-time Personnel Assistant and full-time Firefighter would be included in the 2012 Budget proposal. Administrator Jones promised to update the budget proposal and get a copy out to each Board member by the end of the week so that they could begin reviewing it.

Chief of Department Colucci briefed the Board about concerns raised by Mechanic Skeenes regarding the KME bid proposal for the Quint and that it was overweight and would not properly meet our needs. Various options on how to proceed were discussed and it was decided not to accept the KME bid for the Quint and put it back out to bid with a specification that more adequately addressed the concerns expressed by Mechanic Skeenes.

**OTHER MATTERS:**

- None.

**PUBLIC PARTICIPATION:**

- None.

Resolution #2011-66      “Closing of Meeting Pursuant to Open Public Meetings Act”. A motion to approve the resolution was made by Commissioner Roura and seconded by Commissioner Nash. The motion was unanimously approved by the Board.

**THE OPEN SESSION ENDED AT 10:30 PM.  
A CLOSED SESSION BEGAN AT 10:36 PM.  
THE CLOSED SESSION ENDED AT 11:11 PM.**

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

**THE MEETING ADJOURNED AT 11:15 PM.**