

**MOUNT LAUREL FIRE DISTRICT #1**  
**BOARD OF FIRE COMMISSIONERS**  
**REGULAR MEETING MINUTES**  
March 21, 2011  
Fire Department Headquarters Station  
Meeting Minutes #6

**IN ATTENDANCE:**

1. Commissioner Cornue
2. Commissioner Nash
3. Commissioner Shestack
4. Commissioner Roura (arrived @ 9:07 PM)
5. Administrator Jones
6. Acting Chief Colucci
7. Solicitor Braslow

**NOT IN ATTENDANCE:**

1. Commissioner Shapiro (on vacation)

The meeting was called to order by Commissioner Cornue at 8:02 PM.

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

The Public Announcements were read by Commissioner Shestack.

**APPROVAL OF MEETING MINUTES:**

- Commissioner Nash made a motion to approve the minutes of the 12/6/10 Special Meeting, the 12/20/10 Regular Meeting, the 1/3/11 Special Meeting and the 1/17/11 Regular Meeting, which was seconded by Commissioner Shestack. The motion was unanimously approved by the Board with Commissioner Shestack abstaining from voting on the 12/20/10 Regular Meeting/.

**ADOPTION OF RESOLUTIONS:**

- None.

**FINANCIAL MATTERS:**

- Commissioner Shestack made a motion to approve the March 2011 monthly bills totaling \$260,917.17, which was seconded by Commissioner Nash. The motion was unanimously approved by the Board. Commissioner Shestack pointed out that the March financial statement shows that we are about \$150,000 short in revenue collected to cover the expenses that we have made so far this year. This cash flow shortage is being covered by surplus that we had available at the end of last year. Administrator Jones added that expenses for the February-March period were heavy at \$1.6 million but that this was mainly due to the annual employer pension of \$877,000 due on 4/1 along with a \$60,000 debt service payment and a \$70,000 insurance installment.

**MONTHLY REPORT BY THE ADMINISTRATOR:**

- The Administrator had submitted his monthly report to the Board for their review prior to the meeting. There were no questions from the Board.

**BOARD QUESTIONS FOR THE FIRE OFFICIAL:**

- There were no questions from the Board for the Fire Official.

**BOARD QUESTIONS FOR DEPUTY CHIEF COLUCCI:**

- Commissioner Shestack asked him how many years of service did Clerk Typist Clancy have with us because her resignation letter stated 4½ years. Deputy Chief Colucci replied that she had 6 years in the pension system - 4½ with our Department and 1½ with Medford Township.

#### **OTHER MATTERS:**

- Administrator Jones briefed the Board on 2 Facility Use Requests for the Board to consider. The 1<sup>st</sup> was from Zeta Phi Zeta Sorority Alumni Chapter, who wanted to hold monthly meetings at Headquarters from September through June. He added that this is a new request and that they were a non-profit organization that does a lot of fundraising for community causes. Approximately 20 people would be attending each month. He recommended that the Board approve their request.
- The 2<sup>nd</sup> request is one that he felt would be difficult to approve. It was from the First United Church of Jesus Christ, who were having a conference at the Doubletree Suites on Fellowship Road in July and were looking for a place to serve dinner for the participants. They were requesting use of the Fellowship Station, which is limited in meeting space and room to serve food for large groups. They were expecting approximately 125 people, which is more than any of our facilities could handle comfortably. Fire Official Kownatsky noted that none of our facilities had enough parking for a crowd that big. Administrator Jones recommended that the Board not approve this request due to our inability to handle that many people.
- Commissioner Nash made a motion to accept the recommendations of the Administrator on these 2 requests, which was seconded by Commissioner Shestack. The Board unanimously approved the motion.

#### **COMMENTS OF FIRE DISTRICT PROFESSIONALS:**

- None.

#### **COMMENTS OF FIRE COMMISSIONERS:**

- None.

#### **PUBLIC PARTICIPATION:**

- Lieutenant Einstein reported that the Recruitment & Retention Committee is meeting tomorrow night and that Jim Combs of "FirefightersNeeded" would be attending to review what he is doing and what he needs for implementation of his recruiting plan. He wanted to get some posters and handbill literature out first using some of the pictures that he has already taken and he wanted to have the 2012 calendar ready for October to hand out at the Fire Prevention Open House.
- He reported that Captain McCorkle was coordinating the Junior/Explorer competition in May, but he did not have information on the event date tonight. He was trying to put 2 teams together again this year and he'll be submitting a budget request for what he needs before the next meeting. Commissioner Nash asked him if the calendars will be sold or given out as a handout and Lieutenant Einstein replied that they were being given away. Deputy Chief Colucci added that this is part of the marketing portion of what "FirefightersNeeded" does, raising money when people and companies buy advertising spots on the calendar. Commissioner Nash asked Lieutenant Einstein if the Committee was planning another October barbecue recruiting event and Lieutenant Einstein replied that this was on their agenda for tomorrow night. He added that another item on their agenda was taking interested members to the Baltimore Expo again this year. He reported that Fellowship and Masonville Fire Companies got together for a joint meeting last month and talked about some potential social events for the members, which Masonville has done a very good job with in the past. Commissioner Nash hoped that they could keep up their momentum in recruiting new members. Lieutenant Einstein wanted to build momentum into October for the Open House and added that many of our explorers have now become junior members and some of those juniors have gone on to become senior members, 7 of which were currently enrolled in Firefighter 1. Commissioner Nash asked him if the new members were being mentored as they come in and whether we had enough senior members to keep up with that. Lieutenant Einstein added that new members are being disbursed among the Duty Crews so that senior members on those nights can mentor them.

Resolution #2011-16 "Closing of Meeting Pursuant to Open Public Meetings Act". A motion to approve the resolution was made by Commissioner Nash and seconded by Commissioner Shestack. The motion was unanimously approved by the Board.

**THE OPEN SESSION ENDED AT 8:24 PM.  
A CLOSED SESSION BEGAN AT 8:30 PM.  
THE CLOSED SESSION ENDED AT 9:09 PM**

Commissioner Nash made a motion to authorize Deputy Chief Colucci to proceed with his recommendation to fill the clerical position vacancy created by the resignation of Clerk Typist Clancy, which was seconded by Commissioner Shestack. The motion was unanimously approved by the Board.

Commissioner Nash asked the Board if they needed to consider amending the hiring freeze that they put in place last year in order to fill the vacancy. Deputy Chief Colucci clarified that since this is a backfill of a vacancy, he did not feel it was covered under the hiring freeze, which was instituted before we issued the layoff notices last year. Solicitor Braslow agreed that he did not think that the replacement of a secretary would violate the intention of the Board's hiring freeze.

Commissioner Cornue reminded everyone that the Pass & Review for Battalion Chief Jones would be held at 8:30 AM on 4/1/11 and Deputy Chief Colucci added that everything is coming together. He also reported that the Union is planning a retirement dinner for Chief of Department Gallos and Battalion Chief Jones on 6/18/11.

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

**THE MEETING ADJOURNED AT 9:12 PM.**