

Warren Township Volunteer Fire Department

February 6, 2019 Minutes

Chief's Officers' Meeting

Adequate notice of this meeting was given by posting a copy on the Township Bulletin Board and sending a copy to the Township Clerk, Courier News and Echoes Sentinel as required by the Open Public Meeting Act

Present: Chief Mitchell

Mt. Bethel Fire Co.

A. Fitch

Mt. Horeb Fire Co.

M. Foley

Community Fire Co.

B. Gaiser

Washington Valley Fire Co.

M. Dalton

Fire Police

K. Phillips

Police Dept.

J. Cohen

Fire Marshal

A. Shjarback

Police Report: Regarding WHRHS fire calls, Sgt Cohen asked if the Fire Chief would be comfortable with police officer Casorio, who has Fire experience, making the decision to let the students back in the building? The Fire Chief and Fire Marshal will discuss and get back to the PD. There was apparently one 'No response' this month from FD to a fire call smelling gas. There is a Fire Watch going on at the Somerset Hills Hotel (3 people should be on site). The hotel is not occupied but there are workers present during the day. Per Sgt Cohen, there is also a Fire Watch at the Stone House; the Fire Chief and Fire Marshal were surprised by this and were not aware. Per Fire Marshal, there's a Fire Watch at Anadigics as they plan to have part of the sprinkler system turned off as they install a multi fueled - 'fuel cell' based power generator to supply the high quality of power needed for some new manufacturing processes they plan to do there.

Reports of Officers

Equipment Readiness (Ben Gaiser): Spontaneous discussion occurred regarding fire calls at Mt. Bethel Village elevator alarms; staff is contacting the elevator company for a solution. Discussed putting key system in but can't get rid of the fire button in the elevator. The label adjacent to the button looks like a telephone, perhaps adjusting the symbol may help?

Next month will have asset tags and equipment inventory.

Replacement defib for lost one came in; defib that went missing was discovered to have somehow ended up on the kubota brush rig. If a future defib replacement is needed, it will be pulled from Kubota.

Company #2 confirmed that the SCBA batteries were changed.

AC M. Dalton requested and received 2 minitor 5 pager batteries.

Drills / Training (Aram Kachidurian / Derek Reedman)

Driver Qualification Status - no update

CPR - no update

Fit Testing: Chief Mitchell requested that A. Kachidurian, C. Young, A Fitch and C. Boschen be trained to fit test. It was stressed that the device is expensive and very fragile and the members getting trained would need to accept individual responsibility to unit repairs and maint while in their possession. The goal here is to lower the difficulty in coordination and actually getting fit tested

Department Drill Schedule 2019: February 27 BBP/RTK at Community 8pm & March 27 pre-plan and walk through at the Pallet Warehouse 8pm. Future drill schedule will be announced 3+ months in advance.

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Operations (Mark Russo)

Monthly and YTD activity report:

43 runs in January
1 gas leak with no response at 23 Mountain Blvd
Very low response from all companies on calls
3 mutual aid calls

Vehicle response:

Car 61 - 25
Engine 2 - 1
Engine 3 - 33
Engine 4 - 4
Ladder 61 - 21
Tower 61 - 0
Rescue 61 - 18
Tanker 1 - 3 Washington Valley
Tanker 2 - 2 Community

Chief Mitchell mentioned that a count of runs where a full crew is present is needed as part of future reports.

County Credentialing - no update

Backup attack hose cache for each company - assessment not complete, Co #1 and 3 done.

2018 SCBA flow testing - Tues, February 5 was cancelled for WV & Mt. Horeb, Fri, Feb 8 still on for Community & Mt. Bethel.

Vehicle Maintenance (Charlie Boschen)

Tower 61 Recall, complete
Rescue 61 light tower, in progress
Department Pickup tool tray liner torn, PO was sent. Ken to arrange time to bring the pickup down for the work
Ladder 61 tool mounting, complete
61-103 mobile radio, Russo fixed it but not working again
WV Knox box codes - no update
FLIR mount quotes (MD radio and Absolute) received a quote from MD Radio and Absolute will quote once they receive pictures from M. Dalton.

Fire Prevention Education / Public Events (Dave Dante)

Hydrant Status Report - no update
Fire Prevention planning - no update

Fire Inspector / Fire Prevention (Al Shjarback)

Currently working on a vacant building list, Verizon, Somerset Hills Hotel, Chubb installed renovated lobby, new keys in the Knox Box, applying for a parking garage. King George Inn will be a 13 unit apartment. King George Plumbing is still vacant. Monitoring II VI which is a high hazard project.

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Fire Inspector / Fire Prevention (Al Shjarback) continued

For 2018, 116 **life hazards** (occupancy over 48) registered with the state, completed the following:

135 periodic inspections completed (some require inspections 1, 2 or 4x per year)

182 reinspections

500 violations

Penalties almost \$17,000

For 2018, 548 **non-life hazard** (under 48 occupancy)

goal is to inspect 50% per year, made 48% due to manpower & completed the following:

248 periodic inspections

343 reinspections

508 violations issued

107 retrofit violations

Radios / Communications (Brian Burkhardt)

Pager Radio Battery Order from 2018 - Status, received

Radio Inventory - no update

Safety (Mike Dalton)

Traffic safety policy review: Chief Mitchell requested that a comprehensive traffic safety policy review be conducted, focused on establishing clear protocols to protect operations scenes from traffic. Sgt Cohen (police) reported that Sergeant Pat Mizeski attends safety meetings & M. Dalton can contact Sergeant Mizeski any time.

Chief Mitchell asked if AC Dalton would please develop a traffic safety policy that outlined best practices in detail.

Fire Police - no update

Rehab Trailer / contract with Somerville: no further action to report, can still request the County if needed.

Overhaul meters - no update

Cancer Prevention - no update

Chief's Items

Roster- Co #1, 2, 4 supplied rosters, need Community/Company 3

Budget/ spending update - town has allotted \$45,000 interim budget through May, \$27,533 spent by end of January. The FD submits a proposed budget in November to town & gets no notice of actions / decisions until state fully approves the town budget in May. Jan-May operating on an interim budget. Chief Mitchell outlined spending to date which includes PPE ordered: hoods, gloves, SCBA masks, 4 sets of boots (senior member gets the new boots and rookie gets used boots). Refreshments for FD dinner. Training \$1,600, Service & Maintenance for radios (large cost), contingency awards & plaques for FD dinner.

Apparatus Replacement - introduced the idea of a motor-pool for command officers, spoke to Township Administrator about motor pool so FD command officers don't have to respond to the highway with inadequately lit personal vehicles. Chief would like to inherit old PD vehicles, targeting 2 new command vehicles, total of 3 (we have 1).

Compensation plan - no update

PPE plan - plan to purchase 2 sets of gear for interior firefighters with >10% response to ensure we are not completely out of service after every major fire.

Radio Replacement plan - no update

ISO audit - progress report, meeting scheduled in late February

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Chief's Items continued

Preplanning - no update

Update on Dinner Dance planning: awards, plaques & gift ordered, DJ & venue booked. Chief Mitchell mentioned that next year the admin side of the department should play a larger role in this non-firematic event planning.

Update on Somerset County Chiefs meetings and Northern Mutual Aid Association (NMAA): A. Kachidurian, M. Russo & J. Mitchell attended all NMAA & Somerset County Fire Chiefs meetings so far this year. SC Fire Chiefs Association are not all current Fire Chiefs, OEM took control and changes in management, working on tech rescue plan for county which could unilaterally impact Warren if we do not properly document our own town's ERP. Chief Mitchell will be attending SC Active Chiefs Association meetings.

Adopted final version of member type policy, with all input provided by Asst Chiefs from early December through to Feb 1 incorporated.

2 memos covering SCBA replacement and response policy distributed to the Assistant Chiefs.

Introduced new DRAFT policy regarding apparatus response, comments due prior to next Chief's meeting when final policy will be adopted

Introduced new DRAFT policy regarding apparatus numbers, comments due prior to next Chief's meeting when final policy will be adopted

Department Chief uniform was discussed. Consensus was that a button down uniform shirt and uniform trousers would be best for presenting to the township committee or town administrator in a public session. Look neat, professional and try to align with the department, not the individual company.

2019 FD budget spend to date summary distributed

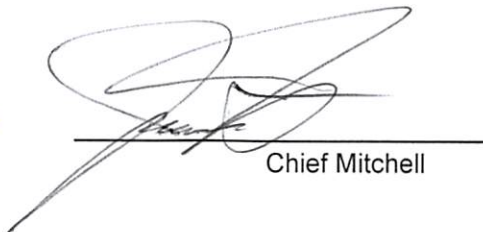
New Items from members

Mike Dalton needs admin rights restored on Red Alert.

Meeting adjourned at 8:43pm



Linda Palumbo



Chief Mitchell