

The regular meeting of the Board of Fire Commissioners, Fire District No. 2 was held on the above date at the Lenola Fire House. The meeting was called to order at 7:00 p.m. by President Wesolowski.

Five Commissioners were in attendance. Also, in attendance were FO/DC Orsini, FI/BC DiPaolo, Lt Sterling and FF Payne.

Wesolowski opened the meeting by reading the following statement in accordance with the "Open Public Meetings Act":

This meeting of the Board of Fire Commissioners, Fire District No. 2 of The Township of Moorestown is being held in accordance with the Open Public Meetings Act of 1975. Pursuant to the "Act", on November 9<sup>th</sup>, 2023 the required notice was transmitted to the *Burlington County Times*.

Additionally, the required notice was posted on the bulletin board, reserved for such notices, in the lobby of the Town Hall, 111 West Second Street, Moorestown, NJ 08057, on the bulletin board of the Moorestown Municipal Library, 111 West Second Street, Moorestown, NJ 08057 and on the bulletin board of the Lenola Fire House, 229 North Lenola Road, Moorestown, NJ 08057 and filed with the Clerk of the Township of Moorestown on this date.

Lastly, written notice was posted on the official website, MoorestownFireDistrict2.com on November 9<sup>th</sup>, 2023 and mailed to each person who has requested copies of the schedule of meetings.

An affidavit certifying that the aforesaid delivery and posting of notices was prepared and signed by the Administrator.

Wesolowski called for a salute to the flag and a moment of silence for our departed members.

### **Budget Hearing:**

1. Administrator Knobbs reported that the 2025 Proposed Budget was approved by the State, and we are okay to proceed with the Budget Hearing.
2. President Wesolowski introduced and read *Resolution 2025-01 "Authorizing Reading of the 2025 Budget by Title Only at the Public Hearing on January 8, 2025"*. Motion by Commissioner Gifford, seconded by Commissioner Grant to approve the resolution, and on a rollcall vote the resolution was approved 5-0.
3. President Wesolowski opened the Budget Hearing for comments from the public. Having no public comments the commissioners were asked for any comment and hearing none the Public Hearing was closed.
4. President Wesolowski introduced and read *Resolution 2025-02 "Adoption of the 2025 Budget"*. Motion by Commissioner Gifford, seconded by commissioner Mann to approve the resolution, and on a rollcall vote the resolution was approved 5-0.

### **Minutes:**

On a motion by Commissioner Gifford, seconded by Commissioner Mann, the minutes of the December 11, 2024 regular meeting were approved 5-0.

**Chief's Report:**

The Chief's report was filed and available for review in the Commissioners Drop Box. Chief Grant was at the Chief's Association Dinner. President Wesolowski reviewed the report.

**Chief's Assistant**

Chief's Assistant report is in the Dropbox, the highlights of the report were reviewed by Chief's Assistant Brian Wesolowski.

**Captain's Report:**

The written report is available for review in the drop box. It was reviewed by BC DiPaolo.

**Fire Official's Report:**

The written report is in the drop box. FO Orsini reviewed the following highlights.

1. Provided the inspection totals.
2. Penalty totals for the month were provided as well as False Fire Alarm Notices issued.
3. Zoning & Planning review totals.

FO Orsini noted that the year-end report for the state was in the process of being completed.

**Rental Manager's Report:**

The report was in the drop box. Hall manager Orsini reviewed the report and noted that there were 9 affairs the previous month and 3 new booking for 2024 and 9 for 2025.

**Bills:**

The Statement of Expenditures, listing of bills to be paid in January were provided to the Board members for review prior to the meeting. Administrator Knobbs discussed the bills highlighted on said Statement and reported on bills received after the report was published. Knobbs noted there are still regular bills outstanding. There being no further questions or comments on the bills, a motion by Commissioner Gifford, seconded by Commissioner Clark to pay the January bills and any regular bills that come in was approved by the five commissioners present. Commissioner Clark abstained on all bills for Donna Clark.

**Communications:** Administrator Knobbs advised that there is a copy of the latest quote for the Taylor'd Training prop. He advised that the prop will be ordered after the budget passes as there is a 50% deposit required at the time of ordering. Knobbs also stated that he spoke with BC DiPaolo about finding a local company (such as Mayberry Rigging) to unload the prop when it gets delivered as they require a minimum of an 8,000 lb. fork lift for unloading. Discussion concerning the quote took place The total price including upgrades is \$62,775.00. It will be introduced for payment at the March re-organization meeting.

**Old Business:**

**Recruitment/Retention:** President Wesolowski opened the floor to anyone present to participate. BC DiPaolo noted that the two members that were in fire school have passed and their graduation is upcoming. He will then have to await the arrival of their official state certificate. He also mentioned that Lt Carruthers was working on a "station book" that will be distributed to new members. It will contain all of the information about the station as well as SOP's. information about how the fire district works, etc. He also

stated that there will be questions in the book that they will be required to submit answers to, to ensure that they are comprehending what they are reading. They will also be required to attend Commissioner's meetings to see how the district works.

**2024 Encumbrances:** Administrator Knobbs stated that there was only one item that was encumbered in the 2024 budget year, which was \$50,724.95 for the Scott Air Bottle purchase which should be delivered in January.

**2025 Election:** Administrator Knobbs advised that the election will be on February 15, 2025 from 2:00 p.m. to 9 p.m. There are two commissioner seats up for election as well as the Budget approval by the public. Knobbs further stated that there will be paper ballots this year as opposed to the old voting machines as the county no longer has those available.

### **New Business**

**November Election:** President Wesolowski stated that as discussed at the December meeting, we are going to attempt to move our future election to the November General Election cycle as the new voting machines are capable of separating the Fire Districts. Administrator Knobbs relayed the conversation he and Administrator Chesner had with the county about the law stating that the fire district lines must match the voting district lines, which was passed prior to the voting machines being able to separate the districts no matter the voting district. They will be sending the Resolutions to the County Board of Elections for their approval. President Wesolowski introduced and read *Resolution 2025-03 "Authorizing Annual Election to the Date of the November General Election"*. Motion by Commissioner Gifford, seconded by Commissioner Clark to approve the resolution, and on a rollcall vote the resolution was approved 5-0.

Administrator Knobbs will forward same to the County Superintendent of Elections.

**Meeting Dates:** President Wesolowski asked if the commissioners had a chance to review the meeting dates for 2025 and the beginning of 2026 that were given out last month. All acknowledged that they had reviewed them and no one had any conflicts. Motion by Commissioner Mann, seconded by Commissioner Gifford to approve the meeting dates. Motion was approved by the five commissioners present.

**Budget Transfers:** Administrator Knobbs advised that he is still awaiting a few December bills to be able to finalize the Shared Services and final balances. He will have a resolution prepared for the February meeting to accomplish the transfers.

### **Meeting opened to the public:**

Hall Manager Orsini stated that he will look into whether we can go after the renters for the damage that occurred during an affair that cost more to repair than the security deposit that was withheld. President Wesolowski recommended that Orsini send a bill to the renters for the difference.

President Wesolowski thanked Administrator Knobbs for his work on the 2025 Budget.

President Wesolowski announced that there was no need for an Executive Session and that the next meeting will be February 12, 2025 and the Election is February 15, 2025.

**There being no further business to come before the Board, by Proper Action, meeting adjourned at 7:44 p.m.**

January 8, 2025

Respectfully Submitted,

Stephen W. Knobbs  
Board Administration