

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 Chief Grant, Chief's Asst B. Wesolowski, F.O. Orsini and FI/BC DiPaolo.

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 9th, 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 9th, 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.

Minutes:

On a motion by Commissioner Grant, seconded by Commissioner Mann, the minutes of the March 13, 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 reported that he is awaiting the balance of the LED lights to arrive that were ordered. Pump testing was performed this past Friday. LED lighting on the trucks is being installed, as mentioned above, some are still awaiting arrival.

Chief's Assistant

Chief's Assistant report is in the Dropbox. In addition to his regular duties, the entire month has been spent on inventorying all chemicals and labeling same. A brief discussion was held on what the state inspector was looking for. So far, he has created over 100 labels for products. We are awaiting a reinspection by the state.

Captain's Report:

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

Fire Official's Report:

The written report is in the drop box. F.O. 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.

Orsini noted that the invoices for registrations were sent out last month and are coming back regularly. Orsini also reviewed the remediation plans.

Rental Manager's Report:

The report was in the drop box. Hall Manager Orsini noted that there were 4 affairs in March and 7 new bookings for 2024 and 1 for 2025.

Bills:

The Statement of Expenditures, listing of bills to be paid in April 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 Mann, seconded by Commissioner Gifford to pay the April bills and any regular bills that come in was approved by the five commissioners present.

Communications:

President Wesolowski noted that there is a copy of the letter requesting the per diem checks for the four attendees of the FDIC Conference. He noted that these were reviewed and approved in the bills.

Old Business

Recruitment/Retention: President Wesolowski opened the floor to anyone present to participate. B.C. DiPaolo reported that they have received the mid-term results for the two individuals that are currently in fire school and they are both doing well. He also noted that they have met with a 19-year-old individual from Maple Shade who expressed interest in joining. They are awaiting the application.

2023 Audit: Administrator Knobbs reported that the audit is progressing and he anticipates the completion soon.

Office Renovations: Administrator Knobbs reported that the filing cabinets have been moved and the project is complete. President Wesolowski noted that the Officers office looks good as well.

Truist Bank: Administrator Knobbs stated that all of the paperwork for signatures has been submitted and uploaded into their system. He also noted that he had renegotiated the interest rates on our balances and we will be receiving 2.25% on the Hall and Bureau accounts.

Contract with Lenola Volunteer Fire Company: Administrator Knobbs advised that the contracts have all been signed and he has submitted a copy to the state.

Annual Disclosure Forms: Administrator Knobbs noted that the disclosure forms that are required to be submitted by April 30, 2024 have all been submitted and he has copies on file of the completed forms.

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Candidate Sworn Statement Requirement: Administrator Knobbs stated that the ELAC required forms have been submitted online for the 3 commissioners from the February Election and he has copies on file.

225 N Lenola Rd Paving: Administrator Knobbs reported that we are in the schedule que with the contractor but we do not have a date yet.

Amending Accident & Sickness Policy: Administrator Knobbs stated that the increased limits that the commissioners approved last meeting were put into effect. The cost for the remainder of this term is \$982.00. He expects a full year to be approximate increase of \$2,000.00.

New Business:

Resolution 2024-09: President Wesolowski introduced and read *Resolution 2024-09 "Appointing Official Website of the District"*. Motion by Commissioner Grant, seconded by Commissioner Mann to approve the resolution. On a roll call vote the resolution was approved 5-0.

Hall Delivery Door Replacement: Administrator Knobbs noted that the Hall Delivery door and frame are rotting and need to be replaced. Knobbs noted that the door replacement will need to have panic hardware installed and reuse the strike plate (electric lock) and lever set. Knobbs stated that the quote from NJ Door who is the cheapest and does the servicing of all the other doors is \$4,914.00. The next lowest quote was \$5,600.00. Knobbs also noted that there was money put into the budget to replace the door. Motion by Commissioner Gifford, seconded by Commissioner Mann to replace the door using NJ Door was approved by the five commissioners present.

Meeting opened to the public:

None.

President Wesolowski announced that the next meeting will be May 8, 2024.

There being no further business to come before the Board, by Proper Action, meeting adjourned at 7:28 p.m.

Respectfully Submitted,

Stephen W. Knobbs
Board Administration