

## **Minutes**

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, F.O. Orsini, B.C./FI DiPaolo, FF/FI Carruthers and Chief's Asst B. Wesolowski.

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 February 22<sup>nd</sup>, 2022 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 February 22<sup>nd</sup>, 2022 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 Humes, the minutes of the January 4, 2023 meeting were approved 5-0.

## **Chief's Report:**

The Chief's report was filed and available for review in the Commissioners Drop Box. He stated that Glick is getting ready to complete the repairs on the trucks. He also reported that the helmet shields are approximately 4 weeks out for delivery with the helmets due sometime in 2023. He additionally reported that the new county software, First Due, is having multiple issues with report since it's inception.

## **Chief's Assistant**

Chief's Assistant reported that the written report is in the drop box. In addition to his normal duties, he is working with the county in regard to the new First Due software that was implemented on 1/1/2023. Not surprisingly, the program has many bugs that they are working through.

## **Captain's Report:**

The written report is available for review in the drop box. B.C. DiPaolo listed the repairs done to apparatus for the month and the total fuel used.

**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.

A short discussion was had on the lack of a Construction Board of Appeals through the county, and the lack of one even being in existence. He stated that there have been discussions at the County Fire Marshalls Association on how to proceed.

**Rental Manager's Report:**

Hall Manager Orsini noted that the report was in the drop box. He noted that there were 8 affairs during the past month, and five new bookings for 2023.

**Squad Report:**

Administrator Knobbs stated there are reports for November and December 2022 in the drop box.

**Bills:**

The Statement of Expenditures, listing of bills to be paid in February 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 that since the meeting was on 2/1/23 there are still regular bills outstanding.

There being no further questions or comments on the bills, a motion by Commissioner Humes seconded by Commissioner Mann to pay the February 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 Annual Schedule of Meetings in the drop box and asked if everyone had a chance to review same. He noted that the meetings are all on the first Wednesday of the month with the exception of May and July. Those meetings were moved to the second Wednesday of the month. Motion by Commissioner Mann, seconded by Commissioner Grant to approve the schedule was approved 5-0.

President Wesolowski stated that he had a request to use the hall on Sunday February 12, 2023 from Commissioner Niedermayer. Hall Manager Orsini noted that the date may be moved due to that day being the Super Bowl. Motion made by Commissioner Mann, seconded by Commissioner Grant to allow the use of the hall on 2/12/23 or any available date that the event is rescheduled to. Motion was approved 5-0.

Administrator Knobbs stated that there are also copies of the Legal Advertisements that were published for the upcoming election.

**Old Business:**

**Audit:** Administrator Knobbs stated that the 2021 Audit is ongoing.

**2023 Budget:** Administrator Knobbs stated that he has submitted the budget to the State and all of the final checks have been done, he is awaiting formal approval of same in preparation for the election.

**2023 Election:** Administrator Knobbs stated that everything is in place for the upcoming election on February 18<sup>th</sup> from 2:00 to 9:00 p.m. Commissioner Mann is running unopposed for Commissioner. There is also the question on the ballot for the approval of our submitted budget. President Wesolowski asked if we knew how many Mail-in Ballots were being sent out. Knobbs stated that he will not know that number until approximately 4:00 p.m. on 2/17/23, the day before the election.

**Recruitment/Retention:** President Wesolowski opened the floor to anyone present to participate. FF Carruthers stated that the efforts of the committee are going well. He stated that they attended a school fair and were able to get the names of two interested members. They have already met with them and have their applications. He also stated that Brad Pierce has graduated Fire School. The committee is continuing the work on the success program. He discussed using approximately \$2,500 of the monies allotted to the committee by the Commissioners to hire an outside consultant for building out the website, photographs, videos, etc. The consultant will design the website and set everything up and then provide additional training and assistance at no extra charge. Motion by Commissioner Humes, seconded by Commissioner Mann for \$2,500 for the website project. Motion was approved 5-0.

Commissioner Humes asked if there are plans to complete the Lounge project that was started and never completed. V.P. DiPaolo stated that he will work with President Gifford on that matter.

**New Business:**

**Vehicle Purchase:** Administrator Knobbs gave an update. Stated that the dealers are unable to order any 2023 vehicles at this time. They want us to contact them April 1, 2023 to see if they have any further information. At this time, they are awaiting pricing information by the manufacturers for the 2024 vehicles. A discussion continued on the workings of the vehicle purchases through both the state contract and the co-op.

**Plumbing Issues:** Administrator Knobbs advised the board of two separate dates that the main drain line that carries the restrooms and kitchen drains out to the street clogging during affairs. He stated that on one they had to contact Root 24 for service as Craven Plumbing was already out on an emergency at the time. In both cases they were able to snake the drain and clear the problem. Knobbs further stated that he had contacted Craven Plumbing to stop out and camera the drain for any potential issues. He stated that the drain line itself is in okay condition. It is an old cast iron drain. He stated they observed an area under the apparatus bay floor that the pitch was not the greatest, but it flowed. He stated that in discussion with Rich Craven, it was recommended to possibly do a routine machine drain cleaning to see if anything further develops. Knobbs proposed a monthly service at \$195 per month. Knobbs recommended that we do it several times and then possibly move to a quarterly cleaning. Motion made by Commissioner Humes, seconded by Commissioner Mann to proceed with the cleaning plan. Motion was approved 5-0.

**Hall Window Installation:** Administrator Knobbs informed the board that the 2 window openings (6 windows) will be installed on Thursday 2/9/23. Knobbs further advised that this will leave 2 openings (6 windows) to be completed this year. The project was placed into the budget.

**Resolution 2023-03:** President Wesolowski introduced and read *Resolution 2023-03 "Resolution Authorizing Budget Appropriation Transfers"* Motion by Commissioner Niedermayer, seconded by Commissioner Grant to approve the resolution. The Resolution was approved on a roll call vote 5-0.

**Meeting opened to the public:**

February 1, 2023

B.C. DiPaolo advised the board that he has put out feelers to the active firefighters for the FDIC Convention. He stated that there were three members that expressed an interest in attending. He further stated that he also would be attending as the Training Officer.

DiPaolo next directed the commissioner's attention to an item that is in the drop box. It is a training prop that he is interested in procuring for the department. It is a multi-purpose device that would allow training right here at the firehouse. It would, in its stored position, take up only one parking spot. He stated that he foresaw storing it on the side of the firehouse by the shed. He went through each of the training scenarios that the prop could provide. A lengthy discussion was held on possible funding options, such as fundraising by the FD, grants, etc. Knobbs stated that depending on how it was looked at by the DLGS it could potentially have to be a ballot question due to the approximate cost of \$40,000. F.M. Orsini asked if dedicated penalty monies were used if that would still be the case. Knobbs stated that it would not. DiPaolo will gather more information on the pricing etc. at this year's FDIC program.

President Wesolowski announced the next meeting will be March 1, 2023.

**There being no further business to come before the Board, by Proper Action, meeting adjourned at 7:58 p.m.**

Respectfully Submitted,

Stephen W. Knobbs  
Board Administration