

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. Four Commissioners were in attendance. Also, in attendance were Chief's Asst B. Wesolowski and Commissioner Candidate Raymond Clark.

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.

Budget Hearing:

1. Administrator Knobbs reported that the 2024 Proposed Budget was approved by the State, and we are okay to proceed with the Budget Hearing.
2. President Wesolowski introduced and read *Resolution 2024-01 "Authorizing Reading of the 2024 Budget by Title Only at the Public Hearing on January 10, 2024"*.

**BOARD OF FIRE
COMMISSIONERS
FIRE DISTRICT NO. 2**

TOWNSHIP OF MOORESTOWN

RESOLUTION 2024-01

**RESOLUTION AUTHORIZING THE
READING OF THE 2024 BUDGET**

**BY TITLE ONLY AT THE PUBLIC
HEARING OF JANUARY 10, 2024**

WHEREAS, N.J.S.A. 40A:14-78.2 permits the reading of the approved budget by title only when certain statutory stipulations are met;

WHEREAS, The Board of Fire Commissioners of Moorestown Fire District Number 2, located in Moorestown Township, N.J. has posted a complete copy of the approved budget at the Fire House located at 229 N. Lenola Road, Moorestown, NJ and posted on the official website at least one week prior to the date of the hearing and has made available to each person requesting a copy during said week and during the public hearing.

NOW THEREFORE, BE IT RESOLVED that The Board of Fire Commissioners of Moorestown Fire District Number 2 declares the conditions set forth above have been met; and

THEREFORE, BE IT FURTHER RESOLVED that The Board of Fire Commissioners of Moorestown Fire District No. 2 authorizes the reading of the 2024 Budget by Title Only at the public hearing on January 10th, 2024.

ADOPTED at a meeting of the Board of Fire Commissioners, Fire District No. 2 on January 10th, 2024.

RECORDED VOTE:

Commissioner	Yea	Nay	Absent	Abstain
Wesolowski	X			
Grant	X			
Niedermayer	X			
Mann	X			

CERTIFICATION

I, Secretary of the Moorestown Fire District No. 2, do hereby certify that the foregoing resolution was presented and duly adopted by the fire district members at a meeting of the Board of Fire Commissioners of the Moorestown Fire District No. 2 held on January 10th, 2024.

Lawrence F. Niedermayer, Sr.
Secretary

Motion by Commissioner Mann, seconded by Commissioner Grant to approve the Resolution. On a roll call vote, the Resolution passed 4-0.

3. President Wesolowski stated that the Budget Hearing was opened to the public. There were no comments from the public.
4. President Wesolowski introduced and read *Resolution 2024-02 "Adoption of the 2024 Budget"*.

2024 ADOPTED BUDGET RESOLUTION

Resolution 2024-02

Moorestown Township FD No. 2

**FISCAL YEAR: January 1, 2024 to December 31,
2024**

WHEREAS, the Annual Budget for the Moorestown Township FD No. 2 (the 'Fire District') for the fiscal year beginning January 1, 2024 and ending December 31, 2024 has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of January 10, 2024; and

WHEREAS, the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the adopted budget is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et seq.); and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$1,530,496.00 which includes amount to be raised by taxation of \$771,885.00, and Total Appropriations of \$1,530,496.00; and

WHEREAS, an election shall be held annually on the third Saturday of February in each established fire district to determine the amount to be raised by taxation for the ensuing year;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District at an open public meeting held on January 10, 2024 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2024 and ending December 31, 2024 is hereby adopted and, shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$1,530,495.00, which includes amount to be raised by taxation of \$771,885.00, and Total Appropriations of \$1,530,495.00.; and

BE IT FURTHER RESOLVED, that the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

BE IT FURTHER RESOLVED, that an annual election shall be held on the third Saturday of February to determine the amount to be raised by taxation for the ensuing year. The results of which shall be subsequently certified to the Division and the Municipal Assessor.

(Secretary's Signature)

(Date)

Board of Commissioners Recorded Vote

Commissioner	Yea	Nay	Absent	Abstain
Wesolowski	X			
Grant	X			
Niedermayer	X			
Mann	X			

Motion by Commissioner Mann, seconded by Commissioner Grant to approve the Resolution. On a roll call vote, the Resolution passed 4-0.

Minutes:

On a motion by Commissioner Mann, seconded by Commissioner Grant, the minutes of the December 6, 2023 regular meeting were approved 4-0.

Chief's Report:

The Chief's report was filed and available for review in the Commissioners Drop Box. Chief Grant was on vacation. President Wesolowski reviewed the highlights.

Chief's Assistant

Chief's Assistant report is in the Dropbox. In addition to his regular duties, he worked with the administrator to purchase new headsets to replace older failing units on the trucks. He also worked on the computer in the watch desk area so that it may be used by individuals attending fire school.

Captain's Report:

The written report is available for review in the drop box.

Fire Official's Report:

The written report is in the drop box. President Wesolowski 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.

Rental Manager's Report:

The report was in the drop box. President Wesolowski noted that there were 8 affairs in December and 6 new bookings for 2024.

F.O. Orsini and BC/FI DiPaolo arrived to the meeting at 7:15 pm, they were delayed due to a fire call.

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 Mann, seconded by Commissioner Grant to pay the January bills and any regular bills that come in was approved by the four commissioners present.

Communications:

None

Old Business

Encumbrances: Administrator Knobbs directed the commissioners to the drop box where a list of encumbrances from the 2023 Budget were listed. Knobbs went through the list as follows:

FO Vehicle	\$50,000.00
Hall Tiling Project	\$70,300.00
3135 LED Lights	\$ 2,625.70
3132 LED Lights	\$ 13,528.70

Motion by Commissioner Grant, seconded by Commissioner Mann to approve the encumbrances. Motion was approved by the four commissioners present.

Recruitment/Retention: President Wesolowski opened the floor to anyone present to participate. BC DiPaolo reported that they have 2 students that have started in fire school. He also reported that there is another potential member that has made contact with FF Carruthers. Commissioner Grant asked how many new recruits have we gotten since we started this effort. DiPaolo stated that there have been 6 or 7 new recruits. He further stated that they show up for drills and seem eager and interested. Also, DiPaolo stated that the next class at fire school should have 4 or 5 enrolled from our department. President Wesolowski asked if there was an intention to hold the Citizens Fire Academy again this year. DiPaolo stated that they do intend to have the program again, however there has been no planning of same yet.

Budget Transfers: Administrator Knobbs stated that there does not appear to be a need to do any budget transfers this year.

Office Renovations: Administrator Knobbs stated that the painting and carpeting have been completed on the second floor. The carpeting has been completed downstairs and the fire company members are working on completing the office.

2024 Elections: Administrator Knobbs stated that there were three petitions received for the three open seats on the board. Knobbs noted that they cut off for submitting a petition is 3:00 pm on 01/19/2024. Knobbs noted that the election will be Saturday 02/17/2024 from 2:00 pm to 9:00 pm. Knobbs stated that the voting machine has been ordered and the poll workers have been lined up. He will submit an OPRA request to the county for the voter registration lists and lastly, he will submit the ballot to Royal Printing for the production of the ballot. This is a change from past years as the information was originally sent to the county and they forwarded the information to Royal Printing. The county has notified us that they need a minimum of 403 mail in ballots and envelopes produced. Knobbs has already been in contact with Royal Printing and they are aware of the timeline.

New Business:

Resolution Adopting a Service Agreement: Administrator Knobbs explained the background of the need to adopt this resolution. President Wesolowski read and introduced **Resolution 2024-03** “*Resolution Adopting a Service Agreement*”. Motion by Commissioner Grant, seconded by Commissioner Mann to approve the Resolution. On a roll call vote the Resolution was approved 4-0.

Incentive Program Policy: Administrator Knobbs reviewed the need for the board to formally re-adopt the Incentive Program Policy. He reviewed the policy, and on a motion by Commissioner Grant, seconded by Commissioner Mann to approve the re-adoption of the Incentive Program Policy. The motion was approved by the four commissioners present.

Board Policies: Administrator Knobbs informed the board that after discussions with President Wesolowski, he will be initiating a project this summer to review all board policies and place them into one living document, in writing that will then be reviewed on a regular basis.

January 10, 2024

Contract with Lenola Volunteer Fire Company: Administrator Knobbs informed the board that after discussions with the State during the budget review process it was determined that there is a need to sign a new agreement with the Fire Company as the old contract is over five-years old. The new contract will be signed and adopted at our March Reorganization meeting.

Meeting opened to the public:

None.

President Wesolowski announced that the next meeting will be February 14, 2024.

There being no further business to come before the Board, by Proper Action, meeting adjourned at 7:47 p.m.

Respectfully Submitted,

Stephen W. Knobbs
Board Administration