

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 (Commissioners Grant, Humes and Mann attended electronically). Also, in attendance were Chief Grant, F.O. Orsini, B.C./FI DiPaolo, 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 22nd, 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 22nd, 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.

Budget Hearing:

1. Administrator Knobbs reported that the 2023 Proposed Budget was approved by the State, and we are okay to proceed with the Budget Hearing.
2. President Wesolowski introduced and read *Resolution 2023-01 "Authorizing Reading of the 2023 Budget by Title Only at the Public Hearing on January 4, 2023"*. Motion by Commissioner Grant, seconded by Commissioner Mann to approve the Resolution. On a roll call vote, the Resolution passed 5-0.
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 2023-02 "Adoption of the 2023 Budget"*. Motion by Commissioner Mann, seconded by Commissioner Grant to approve the Resolution. On a roll call vote, the Resolution passed 5-0.

Minutes:

On a motion by Commissioner Niedermayer, seconded by Commissioner Humes, the minutes of the December 7, 2022 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 the PM's have been completed. Glick recommended that the waterway seals and all of the discharge gauges on 3135 be replaced. The repairs are estimated at just under \$4,000.00. He has spoken to the administrator and we will be completing those repairs in the 1st quarter of 2023.

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 fires that occurred in the past month and the business that paid fines. Finally, a discussion was held on the list of remediation plans that are outstanding.

Rental Manager's Report:

Hall Manager Orsini noted that the report was in the drop box. He noted that there were 7 affairs during the past month, and three bookings for December 2022 and five new bookings for 2023.

Squad Report:

Administrator Knobbs stated there are reports for October and November 2022 in the drop box, as well as a complete copy of the 2021 Audit for the Squad.

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.

There being no further questions or comments on the bills, a motion by Commissioner Humes seconded by Commissioner Mann to pay the January bills and any regular bills that come in was approved by the five commissioners present.

Communications:

Administrator Knobbs stated that there are 2 items in the drop box, the first is the 2023 Holiday schedule, and the second is the draft of the 2023-2024 meeting dates. Knobbs noted that the July meeting was moved to the 12th of July due to the holidays the prior week.

Old Business:

Audit: Administrator Knobbs stated that the 2021 Audit is ongoing. Knobbs stated that he did receive certified copies of Audit Schedules B-1 and B-2 which he had to submit to the state with the budget.

2022 Encumbrances: Administrator Knobbs went through the list of encumbrances for 2022 as well as cancelled 2021 encumbrances. They are as follows:

2022 Encumbrances	
• Hall Windows	\$ 6,858.00
• Helmet Shields	\$ 1,419.00
• Helmet Purchase	\$15,480.00
• Repairs Tower 3135	\$ 3,987.45
• 2020 Audit Expenses	\$14,000.00
• Admin Computer	\$ 1,483.69
• Workers Comp Audit	<u>\$ 5,000.00</u>
<i>TOTAL</i>	<i>\$48,228.14</i>
2021 Cancelled Encumbrances	
• Plumbing Repair	\$ 6,780.00
• Unspent Funds	\$ 10.00

Commissioner Mann Made a motion to approve the above and the expenditure of the funds encumbered for the purchase of the Admin computer. Motion was seconded by Commissioner Niedermayer. Motion was approved 5-0.

Recruitment/Retention: President Wesolowski opened the floor to anyone present to participate. B.C. DiPaolo stated that the committee is reaching out to the same gentleman that designed District 1 website. They are working on pricing for various projects on the website. More will follow once they get pricing. He also stated that the FF currently enrolled in the fire academy has passed his state final and is awaiting graduation. FF Laduke is currently on a waiting list for the new academy class beginning this month. The class is full of over 18-year-old applicants. They will only allow junior firefighters to participate if there is an opening.

2023 Budget: Administrator Knobbs stated that he will submit the Adopted Budget to the State tomorrow and he does not for see any problems. The next step will be the election on February 18th.

New Business:

2023 Election: Administrator Knobbs stated that everything is in place for the upcoming election on February 18th from 2:00 to 9:00 p.m. The voting machine has been ordered and the required advertisements are scheduled to run in the newspaper.

President Wesolowski asked if we had started shopping for the new Fire Officials vehicle. Administrator Knobbs stated that they are scheduled to reach out to the dealers in the co-op as well as state contract in the next few weeks.

Meeting opened to the public:

Commissioner Grant stated that after the fire on Harding Avenue last month the Chief activated the auxiliary

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for the first time. She commended them on a job well done.

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

There being no further business to come before the Board, by Proper Action, meeting adjourned at 7:45 p.m.

Respectfully Submitted,

Stephen W. Knobbs
Board Administration