

## **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 present. Also, in attendance were Chief Grant, F.O. Orsini, Battalion Chief DiPaolo & Chief's Asst 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 23<sup>rd</sup>, 2021 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 23<sup>rd</sup>, 2021 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, especially Bill Hafner, who recently passed.

## **Budget Hearing:**

1. Administrator Knobbs reported that the 2022 Proposed Budget was approved by the State, and we are okay to proceed with the Budget Hearing.
2. President Wesolowski introduced and read *Resolution 2022-01 "Authorizing Reading of the 2022 Budget by Title Only at the Public Hearing on January 6, 2022"*. Motion by Commissioner Grant, seconded by Commissioner Humes 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 2022-02 "Adoption of the 2022 Budget"*. Motion by Commissioner Mann, seconded by Commissioner Humes to approve the Resolution. On a roll call vote, the Resolution passed 5-0.

## **Minutes:**

On a motion by Commissioner Grant, seconded by Commissioner Humes, the minutes of the December

1, 2021 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 the hose has been ordered with an estimated arrival of Late February to early March. New Milwaukee cordless tools were purchased for Rescue 3132 and are in service. The new helmets will be ordered after the Budget Election. The annual Christmas Eve Santa visits were another success. Chief stated that Glick was out today. Apparently during the PM of Ladder 3135 they discovered a broken solenoid bracket, and on 3131 there was a hose rubbing for the CAFS system that needed to be replaced. They ordered the parts and came out today to install same. The Chief was unaware of these issues. The chief also asked them to check the Ladder as he had received a complaint about the smell of anti-freeze in the cab. He also asked them to check for a leak of a "red" fluid from the truck. Chief stated that they found a loose hose that was tightened to stop the anti-freeze leak, and the stated that the fluid was from the air conditioner compressor which will need to be replaced. President Wesolowski asked if those items were found during the PM as well, the Chief stated that they were not. President Wesolowski asked if they gave a ball park on the cost, Chief stated a couple thousand.

**Chief's Assistant Report:**

Chief's Assistant reported that the written report is in the drop box, and in addition to his regular duties, he obtained 2 replacement portable radio batteries from the County under warranty. Stated that the radio batteries are no longer under warranty and we will replace the batteries on a rotating basis. President Wesolowski asked how much a battery costs, and if there was money placed in the budget for the replacements. Chief's Assistant stated that they were \$100.00 each and we will use the funds from the Supplemental Fire Grant for same. He also stated that there were twelve batteries ordered in 2022 using said funds.

**Captain's Report:**

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

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 all inspections were completed by year end. He also noted that he is in the process of year end reports for the State. President Wesolowski asked if the large screen was purchased for plan review. Orsini stated that it was, and has been installed in his office. A discussion was held on how the reports would be filed.

**Rental Manager's Report:**

Hall Manager Orsini noted that the report was in the drop box, and he is unable to locate his copy. President Wesolowski stated that the only report he had was for the Refunds and Venue payments. Knobbs stated that that was the only report submitted. Orsini apologized and will correct same. Commissioner Grant asked if were still receiving new bookings, and Orsini stated that there are very few Saturdays dates

available in 2022.

**Squad Report:**

Administrator Knobbs stated that there two reports in the drop box for November and December.

**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. He further noted that there were routine bills that were due to be paid but not yet received. President Wesolowski asked about the Exhaust system bill and if the system was now working. Chief Grant stated that the system was working after the service call, and that they had to replace batteries in the sensors that were bad. President Wesolowski asked why this wasn't caught during the recent PM visit. Knobbs stated that the recent visit was not a PM, it was an inspection prior to renewing the service contract. Wesolowski asked what type of batteries it took. Chief stated that he did not know, but that he recommends them being changed each year. Knobbs stated that he will see to it that they are replaced.

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.

**Old Business:**

**Encumbrances:** Administrator Knobbs stated that he recommends the board encumber the following amounts from the 2021 budget for items already ordered:

- Roof Ladder \$ 649.00
- Hose Purchase \$ 2,000.00
- Hall Windows \$ 6,225.00
- Radio Batteries \$ 1,216.80
- FH Computer \$ 1,231.78
- Kitchen Plumbing \$ 7,875.00
- Men's Room Plumbing \$ 6,780.00
- 2020 Audit Expenses \$ 9,500.00
- BFP-iPads \$ 828.00
- Workers Comp Audit \$ 4,458.00
- iPad for WJW \$ 638.00

**New Business:**

**Parking Lot-** President Wesolowski stated that he noticed several large cracks in the rear lot and asked Administrator Knobbs to research having them repaired. Knobbs stated that he has already had American Asphalt out and he will be encumbering the funds for same as they will be unable to complete same until we get a good stretch of weather. They are prepared to do same as soon as possible. All board members agreed to same.

**2022 Holiday Schedule-** Administrator Knobbs stated that this was just an FYI, as these holidays are covered under the Salary Agreement.

January 6, 2022

President Wesolowski stated that he had an additional item to add under New Business. He stated that the Meeting Room Table, has several large scratches in it and he would like to see it get refinished, along with either getting a glass cover on it, or having some type of cover made to protect same when not in uses. He states that it appears as if someone drug something across the table. Knobbs stated that he will look into same.

President Wesolowski stated that he also wanted to discuss the Chief's Installation dinner that was again cancelled this year. He stated that we moved our meeting date in January Thursday to accommodate them and they have cancelled. He recommends keeping our January meeting on the first Wednesday, and let them adjust their schedule. All commissioners agreed. Administrator Knobbs will make the change on the upcoming schedule that will be advertised.

**Meeting opened to the public:**

There being no further questions or comments from the public, this portion of the meeting was closed.

President Wesolowski stated that the next meeting will be February 2, 2022.

**There being no further business to come before the Board, by Proper Action, meeting adjourned at 7:43 p.m.**

Respectfully Submitted,

Stephen W. Knobbs  
Board Administration