

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. Four Commissioners were present (Commissioner Grant absent due to work conflict). Also, in attendance were F.O. Orsini, B.C./FI DiPaolo, Chief's Asst. Wesolowski and Fire Company President Gifford.

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.

Minutes:

On a motion by Commissioner Mann, seconded by Commissioner Niedermayer, the minutes of the May 4, 2022 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 advised that he is working with Mistras to confirm date for the ladder testing, tentative date is 6/13/22. He also reports that the County is working to replace Firehouse software, the replacement company should be "First Due". States that this will combine IamResponding and the Firehouse software in one.

Chief's Assistant

Chief's Assistant reported that the written report is in the drop box. In addition to his regular duties, the portable radio batteries that were ordered in November 2021 have finally arrived.

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.

Rental Manager's Report:

Hall Manager Orsini noted that the report was in the drop box. He noted that there were twelve affairs during the past month, and 1 possible new booking for 2022.

Orsini noted that the bookings have slowed down considerably, and he will keep an eye on that. He also stated that they are in the process of getting new cleaners for the hall, Hall Manager Boren will clean the hall in the meantime. He further noted that there has been a slight problem getting and keeping bartenders. He is going to look at possibly increasing the pay rate per affair. It has been quite sometime since the fees have been raised. He is considering raising the cleaner and bartenders by \$25.00 each, to \$125 and \$175 respectively.

Squad Report:

Administrator Knobbs stated that the April report is in the Drop-box.

Bills:

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

Old Business:

Audit: Administrator Knobbs stated that the 2021 Audit is under way. No problems have arisen thus far.

Promotion Announcement: Administrator Knobbs stated that the DiPaolo promotion that was discussed last month has had the "Promotion Announcement" made. The application period is from 6/1 to 6/28/2022. Knobbs doesn't expect any other applications for the position other than DiPaolo's. He will be submitting the paperwork to the state to forego the "test" and proceed with the promotion.

Recruitment/Retention: President Wesolowski opened the floor to anyone present to participate. He noted that the anticipated meeting with Communications Solutions Group was cancelled, he asked someone from the committee to fill the board in on what has taken place since. Chief Grant stated that the committee met with District 1 and went over what they are doing with the above-mentioned firm. They gathered information and will look at it further as they go along. D.C. DiPaolo stated that this coming Saturday we were invited by District 1 to attend Moorestown Day along with their team to try to recruit new members. He is developing flyers to hand out at the event. DiPaolo stated that the committee would like to present a proposal to purchase a recruitment tent and table cover that will be imprinted with our

logo. The total cost would be \$877.00. President Wesolowski asked Administrator Knobbs if there was room in the budget for this purchase, Knobbs stated that he would fit it in. On a motion by Commissioner Mann, seconded by Humes to approve the purchase for \$877.00, was approved by the four commissioners present.

New Business:

Capital Projects: President Wesolowski stated that he wanted to begin to look at replacing the generator. He stated that the initial discussions he had was to pick up the entire building with the new generator. Knobbs stated that this is true, however, after meeting with our electrician, it would be a major project to upgrade the generator to pickup the two rooftop air conditioners. Knobbs state that the current underground conduit from the pole to the generator and the generator to the transfer switch has no room for added capacities. This would mean digging up the old conduit under the driveway and the wash bay. In addition, the current transfer switch would need to at least double in size. Knobbs stated that in conversations with the Hall Managers, we do not believe that it would be a cost-effective project. Knobbs recommends replacing the generator with a similar size unit. Wesolowski stated that he was under the impression that the hall was certified as a shelter for the Red Cross in an emergency. Knobbs stated that after the last round of shelter placements, our hall would only be used as a transfer point. The County has chosen two main shelters and would pick up people from here and transport them.

A discussion on amounts for quote/bid thresholds and possible ways to proceed was held. Wesolowski asked to keep this on the agenda going forward.

New LVFC Member Class: President Wesolowski advised the board of the new member class "Contributing Member". Wesolowski will have Knobs send out copies of the new member class as well as the hall rental policy. Knobbs stated that he will place them into the new business folder in the drop box immediately following the meeting tonight.

Meeting opened to the public:

There were no comments from the public.

President Wesolowski announced the next meeting will be July 6, 2022.

There being no further business to come before the Board, by Proper Action, meeting adjourned at 7:44 p.m.

Respectfully Submitted,

Stephen W. Knobbs
Board Administration