

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 with Commissioner Grant absent. Also, in attendance were Chief Grant, F.O. Orsini and Chief's Assistant 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 21<sup>st</sup>, 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 February 14<sup>th</sup>, 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.

**Minutes:**

On a motion by Commissioner Mann, seconded by Commissioner Humes, the minutes of the May 10, 2023 meeting were approved 4-0.

**Chief's Report:**

The Chief's report was filed and available for review in the Commissioners Drop Box. Chief noted that the 16 Black helmets are in service. The Three White helmets are still on backorder. Awaiting date from Glick on the replacement of waterway seals on 3135. The annual service on the Holmatro tools was completed with no issues found. He did note that the portable power unit and the ram are at the end of their service life. ESI stated that they have stocked up on parts for same in case of a problem. The ram is due to be replaced this year and was budgeted for.

**Chief's Assistant**

Chief's Assistant reported that the written report is in the drop box. In addition to his normal duties, the door access system has been installed and is functional.

**Captain's Report:**

The written report is available for review in the drop box. Administrator Knobbs stated that everything was in good working order.

**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.

F.O. Orsini informed the board that he attended a class for a new reporting system that the state is using to replace the RIMS program.

### **Rental Manager's Report:**

Hall Manager Orsini noted that the report was in the drop box. He noted that there were 6 new bookings for 2023, and 2 new bookings for 2024. Orsini also noted that he was in the process of getting quotes for painting in the hall and also ordering new vacuums for the hall.

### **Squad Report:**

No Report

### **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. 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 Humes to pay the June bills and any regular bills that come in was approved by the four commissioners present.

### **Communications:**

None

### **Old Business**

**Audit:** President Wesolowski asked if the board members had reviewed the copy of the Audit report in the drop box, and specifically the sections marked Schedule of Findings and Recommendations (pages 56 & 57) Current Year and Prior Year Audit Findings. The four commissioners present indicated that they had (note-Commissioner Grant had reviewed same and signed the certification prior to leaving for vacation).

Wesolowski then introduced and read *Resolution 2023-08 "Accepting the Auditor's Report for the Year Ending December 31, 2021"*. Motion to approve the resolution by Commissioner Mann, seconded by Commissioner Humes. On a roll call vote, the resolution was approved 4-0. All commissioners signed the certification.

Administrator Knobbs stated that the Audit Review Guide is in the drop box, and went over the financials and relevant points in the Audit.

**Recruitment/Retention:** President Wesolowski opened the floor to anyone present to participate.

Administrator Knobbs noted that FF/FI Carruthers and BC DiPaolo could not make the meeting this evening, but he had spoken to both and have been working on the Citizen's Fire Academy that is taking

place July 24<sup>th</sup> through July 27<sup>th</sup> in conjunction with Moorestown Fire Department. They are also continuing work on the website.

**2023 Projects:** Administrator Knobbs stated that the Hall Window Project has been started. He stated that the cost of the remaining window replacements came in from Renewal by Andersen at original cost of \$14,898. With discounts of almost 27% it brought the cost down to \$10,839 which is approximately \$552 more than last year. Knobbs indicated that he spoke with the President since the discounts would be expiring the end of May, and it was agreed that we should go ahead and sign the agreement for the replacements. He issued a check for \$3,724 as a deposit, with the installation of the windows to take place by November of this year.

Parking lot paving at 225 N Lenola Rd was budgeted at \$35,000 based on estimates we received last year. Knobbs indicated that those estimates did not include labor at prevailing wages. Therefore, the estimates received using prevailing wages and current cost of asphalt came in at \$68,932 through the co-op and \$68,894 from American Asphalt. Knobbs further explained that in order to use the lower quote from American Asphalt we would have to put the contract out to bid. In the bid package, we would need to have an architect provide drawings and specifications, attorney review costs, etc. If we went through the co-op, the General Contractor W.J. Gross would handle all of that. Knobbs explained that the current prices are based on the NJ DOT Asphalt prices and current wages. Knobbs stated that we will need to postpone the project until next year when we can budget for this project appropriately.

Lastly, the new Fire Officials vehicle. F.O. Orsini received an email from the Ford representative stating that Ford had just released the pricing for the 2024 model year. It stated that the pricing was sent to the State for approval to extend the contract and approve the pricing. The rep indicated that they could not accept any orders prior to the approval from the State and there was no guarantee for delivery dates. There has been no word on pricing etc. from Chevrolet.

**New Business:**

Chief Grant asked the board for the okay to order the new Holmatro Ram. Discussion ensued on the price. This was included in the 2023 budget. Commissioner Mann made a motion, seconded by Commissioner Humes to approve the purchase not to exceed \$16,000. Motion was approved by the 4 commissioners present.

**Meeting opened to the public:**

President Wesolowski announced the next meeting will be July 12, 2023.

**There being no further business to come before the Board, by Proper Action, meeting adjourned at 7:36 p.m.**

Respectfully Submitted,

Stephen W. Knobbs  
Board Administration