

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, Fire Company President Gifford & Ken Sterling.

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.

Oaths of Office:

Notary, Jamie Boren, administered the oaths of office to re-elected Commissioners Grant and Humes.

Nominations:

President Wesolowski turned the meeting over to Administrator Knobbs for the purposes of nominations.

President- William Wesolowski was nominated by Commissioner Grant, seconded by Commissioner Humes. There were no further nominations for President.

Vice-President- Jacqueline Grant was nominated by Commissioner Wesolowski, seconded by Commissioner Mann. There were no further nominations for Vice-President.

Treasurer- Alex Humes was nominated by Commissioner Wesolowski, seconded by Commissioner Mann. There were no further nominations for Treasurer.

Secretary- Lawrence Niedermayer was nominated by Commissioner Wesolowski, seconded by Commissioner Mann. There were no further nominations for Secretary.

1st Assistant Secretary: Howard Mann was nominated by Commissioner Wesolowski, seconded by Commissioner Grant. There were no further nominations for 1st Assistant Secretary.

Administrator Knobbs announced that seeing all positions were uncontested, the Secretary will cast the ballot.

Notary, Jamie Boren administered the Chairman's Oath to William J Wesolowski.

President Wesolowski resumed control over the meeting.

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On a motion by Commissioner Grant, seconded by Commissioner Humes, the minutes of the February 2, 2022 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 portable radio batteries that were ordered last year are expected to be delivered in March. The roof ladder that was ordered is due in April, and the hose that was ordered is expected her tomorrow, 3/3/22. And finally, the air conditioning compressor on 3135 will be discussed with the administrator in the May/June time frame.

Chief's Assistant

Chief reported that the written report is in the drop box, he performed his regular duties during the month, and has been working on the gas meters. There is a problem with the sensors. They had been replaced last year. He is in contact with Honeywell to have them replaced under warranty.

Captain's Report:

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

Wesolowski also noted that F.O. Orsini and F.I. DiPaolo were absent due to being at a conference in Atlantic City. Commissioner Grant asked who is going to respond in the event of a fire investigation is needed. Administrator Knobbs stated that Inspector Clancy is available as well as Chris Chesner is also a back up to the Fire Official.

Rental Manager's Report:

Hall Manager report was in the drop box. President Wesolowski noted that there were 4 new bookings for 2022 and 1 for 2023. He also noted that the plumbing issue was completed and is reported to be working

with no problems.

Squad Report:

Administrator Knobbs stated that there are three months reports in the drop box.

Bills:

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

Communications: Knobbs stated that in the drop box are copies signed and notarized opening statement.

He reviewed the steps taken and posting made to satisfy the statutory requirements of the Open Public Meetings Act.

Old Business:

Budget/Election: Administrator Knobbs reported that we have not yet received the “Official” certification of the election results. He noted that the budget and Question both passed. He provided the totals that were available on election night from the machine tapes and the absentee ballots that had been collected as of poll closing time. Knobbs noted that he has sent out the certification of tax levy notices to the Township and County.

Audit: Administrator Knobbs stated that the 2020 Audit is still pending due to the delay in receiving the GASB 75 report. He also noted that the 2021 Audit files are being compiled and will be forwarded to the Auditor.

Parking Lot Coating: Administrator Knobbs noted that the repairs to the rear lot are still pending. He stated that we are waiting for a stretch of stable weather to have the repairs completed.

New Business:

Reorganization Resolutions:

- 1- *Resolution 2022-05 “Appointing an Auditor, Insurance Broker, Depository of District Funds and the Official Newspaper”.* President Wesolowski introduced and read the resolution. On a motion by Commissioner Grant, seconded by Commissioner Mann, the resolution was approved by a roll call vote 5-0.
- 2- *Resolution 2022-06 “Appointing a Solicitor”.* President Wesolowski introduced and read the resolution. On a motion by Commissioner Grant, seconded by Commissioner Mann, the resolution was approved by a roll call vote 5-0.
- 3- *Resolution 2022-07 “Authorizing the use of a Preferred Vendor to Service Fire Apparatus”.* President Wesolowski introduced and read the resolution. On a motion by Commissioner Grant, seconded by Commissioner Mann, the resolution was approved by a roll call vote 5-0.
- 4- *Resolution 2022-08 “Appointing Official Website of the District”.* President Wesolowski introduced and read the resolution. On a motion by Commissioner Grant, seconded by Commissioner Mann, the resolution was approved by a roll call vote 5-0.

Personnel and Shared Services Committees: President Wesolowski reviewed the current members of the two committees. On a motion by Commissioner Grant, seconded by Commissioner Humes to reappoint President Wesolowski, Commissioner Mann and Administrator Knobbs to the committees, and was approved by the five commissioners present.

Buildings & Grounds Liaison: President Wesolowski stated that the position was held by Commissioner Mann previously. Motion by Commissioner Humes, seconded by Commissioner Niedermayer to Reappoint Commissioner Mann was approved by the five commissioners present.

Annual Disclosure Forms: Administrator Knobbs noted that the annual disclosure was due by April 30, 2022. He stated that he is waiting for notification that the forms are available to be completed on-line and he will advise when he is notified of the opening.

Candidate Sworn Statement: Administrator Knobbs advised that both Commissioner Grant and Humes have filled out and signed the forms and he will be mailing same to the state.

Helmets: President Wesolowski noted that there was a copy of the current NFPA and ANSI requirements for eye wear in the drop box. He also noted that the Fire Company President Jim Gifford was in attendance and he wanted to open the meeting to those in attendance so there was a free-flowing exchange. He started by asking who the chairman of the Helmet Committee was, and Gifford replied “Chief Grant”. Wesolowski then asked who the other members of the committee were and Gifford replied “the Line Officers”. President Wesolowski asked who wanted to start and Chief Grant stepped up. He pointed to a Helmet on the front table and stated that it was representative of the helmet that they were looking to purchase, minus the Bourke Eye Shields that were on the sample helmet. He stated that the helmet would be ordered with NFPA compliant goggles. President Wesolowski stated that speaking for himself, and he hoped for the board, he wanted to ensure that whatever helmet/eye wear combination was ordered was NFPA and ANSI compliant. Chief Grant stated that the goggles and helmet combination were in fact compliant with both and the non-NFPA compliant Bourke’s were not being ordered. He stated that they were on the original quotes that he had received and they were the same price on each of the three quotes. He will get with the administrator to see if new quotes were needed. He stated that he would also need to inquire with the vendor about attachments for the helmets. President Wesolowski then discussed the front shields that were being looked at for purchase. He stated that he was not opposed to change, and he understood that desire by the committee to go to a single “3” on the shield as opposed to “313”. He asked the committee to look at having “Lenola” on all of the helmets, officers included. Chief Grant stated that he would take this back to the committee. President Gifford reviewed pictures of front pieces with the commissioners and their reasoning for changing the helmet colors and front piece colors. With no further questions, President Wesolowski asked for a motion to approve the purchase of the helmets not to exceed \$24,000.00. Motion by Commissioner Mann, seconded by Commissioner Humes to purchase the helmets was approved by the five commissioners present.

Meeting opened to the public:

Chief Grant requested the boards help. He stated that they have been using social media to attempt to attract new members without success. He asked the board “to take the lead” on recruitment. He stated that Willingboro spent some money and they got 20 applications after one mailing. He stated that there is a problem getting new members and the same core people are responding to most of the calls. He stated that if something isn’t done the next step will be a paid department. When asked what Willingboro did specifically, he stated that he did not know, and he was waiting for information from Chief Nutt from District 1. He would like to pass that information onto the commissioners. He also stated that he would like to see an agenda item each month to specifically address recruitment. Commissioner Grant inquired if District 1 had a program with the high school. Chief responded that their program is through the college

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and discussed what he knew about that program. Administrator Knobbs stated that depending on what the fire department/company wanted to do, he didn't think that any significant funds would be available in the middle of the year. He suggested they form a committee to discuss what they wanted to do, do some research on costs for same and come back at budget time with their requests. He also stated that they would need to take into account the cost of outfitting the new fire fighters with gear, etc. President Gifford added that he is aware of District 1 putting up a tent and staffing same during events on Main Street to attempt to attract new members. He also stated that he is aware of a sign and some handouts that the Fire Co had made a few years ago. President Wesolowski stated that there would be an agenda item for next months meeting where it could be discussed further. Administrator Knobbs asked the Chief to clarify what he meant when he asked the board to take the lead. The Chief responded that besides providing funding, he wanted the board to form a committee to tell the Fire Company how to proceed and provide guidance. President Wesolowski again stated that there will be an item in next months meeting to address same.

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

There being no further business to come before the Board, by Proper Action, meeting adjourned at 8:01 p.m.

Respectfully Submitted,

Stephen W. Knobbs
Board Administration