

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 7:05 p.m. by President Wesolowski.

Four Commissioners were in attendance with Commissioner Humes absent. Also, in attendance were Chief Grant, F.O. Orsini, FI/BC DiPaolo, F.I./FF Carruthers 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 Grant, the minutes of the April 5, 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 have been received and distributed. The Three White helmets are still on backorder. Hose and ladder testing is being scheduled for the October tie frame.

### **Chief's Assistant**

Chief's Assistant reported that the written report is in the drop box. In addition to his normal duties, he has made contact with CM3, the door access company. The parts are all in and he has a tentative meeting with the project manager this Friday to discuss the installation timeline.

### **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.

President Wesolowski asked about the businesses listed under remediation plans. Orsini provided updates on the businesses listed.

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

Hall Manager Orsini noted that the report was in the drop box. He noted that there were 7 new bookings for 2023, and 3 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:**

March report is in the drop box. President Wesolowski asked what the note on the bottom of the report was. Administrator Knobbs stated that he would check with the squad and let him know.

### **Bills:**

The Statement of Expenditures, listing of bills to be paid in May 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 Grant to pay the May bills and any regular bills that come in was approved by the four commissioners present.

### **Communications:**

President Wesolowski reported that he has received a letter from the Bureau of Fire Prevention requesting to be able to use a summer schedule as they have in the past. On a motion by Commissioner Mann, seconded by Commissioner Grant to approve the request was approved by the four commissioners present.

### **Old Business**

**Audit:** Administrator Knobbs stated that the 2021 Audit report has not yet been received from the printer. The resolution that was planned for tonight will be held until next month. The 2022 audit has been started.

President Wesolowski asked if the report is received that the Administrator get it out to the commissioners. Knobbs stated that he would distribute the Audit report as soon as it was received.

**Recruitment/Retention:** President Wesolowski opened the floor to anyone present to participate. FF Carruthers stated that he would like to give an update to the board since it has been approximately one year since the committee was established. He reported that in the past year there have been a total of 14 applications received, 8 firefighters and 6 auxiliary members. Most importantly all 14 members are still actively participating. He continued by providing an update on the website project that is ongoing. He further noted that they will be attending numerous festivals and fairs to promote the fire company.

B.C. DiPaolo noted that the junior firefighters are being attempted to be registered for fire school, however the class is filled with 18 and older candidates first prior to accepting junior members. A discussion was held on how the classes are filled.

**2023 Projects:** Administrator Knobbs stated that he is dealing with Gross Construction through the coop program. Knobbs stated that Fire District 1 has used them frequently and are extremely happy with the projects that they have done for them. Knobbs stated that they do a lot of school work so it is hard to get anything until the fall. He further stated that they are the general contractor for the paving project/asphalt contractor. They have already been out to discuss the project and he should have a quote from Gross by next week. President Wesolowski asked how much money was set aside for the paving project. Knobbs stated that there was \$35,000 in this year's budget. Wesolowski asked the board if the price was received and it is under the budgeted amount to give the administrator the authority to move forward with the project. Motion by Commissioner Mann, seconded by Commissioner Grant to approve the Administrator proceeding with the project if it is under the budgeted amount was approved by the four commissioners present.

**Annual Disclosure Forms:** Administrator Knobbs reported that all disclosure forms were filed prior to the April 30, 2023 deadline.

**New Business:**

NONE

**Meeting opened to the public:**

B.C. DiPaolo thanked the board for sending the members to FDIC this year. He discussed the classes that were attended and stated that the newer members were excited by what they learned and looked forward to returning in the future. DiPaolo further discussed that he and D.C. Orsini met with the company concerning the training prop that was previously discussed. He noted that they have made several upgrades to the prop and stated that the current price is \$49,500. This is less than last year. The price was dropped to make the prop eligible for a "micro grant". Lead time is 4 to 6 weeks if you were to order now. He also noted that the third-party shipper is approximately four to six thousand dollars. DiPaolo stated that he has started to look into the micro-grant process. A discussion was held on funding possibilities and how it would have to be placed on the ballot, etc.

President Wesolowski announced the next meeting will be June 7, 2023. Commissioner Grant advised that she will be away on vacation and will be absent for the June meeting.

**There being no further business to come before the Board, by Proper Action, meeting adjourned at 7:50 p.m.**

Respectfully Submitted,

Stephen W. Knobbs  
Board Administration