

Minutes

The regular meeting of the Board of Fire Commissioners, Fire District No. 2 was held on the above date in the Fireman's Memorial Hall. The meeting was called to order at 7:00 p.m. by President Wesolowski.

Four Commissioners were present, Also, in attendance was Chief Grant, F.O. Orsini and Battalion Chief DiPaolo. Commissioner Mann is late due to a health emergency. Commissioner Mann joined the meeting at 7:14 p.m.

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 6th, 2020 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 6th, 2020 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 our recently departed members, Ted Horan and Robert Plym.

Minutes:

On a motion by Commissioner Niedermayer, seconded by Commissioner Grant, the minutes of the August 5, 2020 regular 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 the board that he is still attending weekly meetings dealing with the COVID issues. He reviewed the steps the department is taking to limit exposure. He will continue to sanitize the trucks on a weekly basis. The second order of gear is scheduled to arrive this week, the apparatus P.M.'s are scheduled to start later this month, and the ladder testing is scheduled for November.

Chief's Assistant Report:

Chief Grant reported that in addition to his regular duties, the assistant had been working on batteries for the trucks, coordinating the repair of an iPad dock for the apparatus, and coordinating the purchase and programming of the new iPad for the Chief's vehicle.

Captain's Report:

B.C. DiPaolo gave the following report for the month of August:

1. All apparatus and equipment were checked regularly throughout the month and are operational.
2. Reported on the maintenance and/or repairs performed throughout the month.
3. Report was submitted and filed.

Fire Official's Report:

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 gave the following report for August:

1. There were two affairs held during the month.
2. There were two bookings during the month for 2021.
3. Security deposits are scheduled to be returned.
4. There are no indications of changes to the current Covid imposed occupancy limits.
5. Discussion about rescheduling or cancellations due to the imposed restrictions. 2021 looks to be shaping up well as many of the summer and fall Saturdays are already booked.

Squad Report:

Administrator Knobbs reported that there is a report in the drop box for July 2020.

Bills:

The Statement of Expenditures, listing of bills to be paid in September 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.

There being no further questions or comments on the bills, a motion by Commissioner Niedermayer, seconded by Commissioner Humes to pay the September bills and any regular bills that come in was approved by the four commissioners present.

Commissioner Grant abstained on bills relating to Chief Grant.

Communications:

Administrator Knobbs reported that there are documents in the drop box for the Insurance Policy renewals. There was also a letter received from Glatfelter, the company that handles claims for VFIS, stating that they were reimbursing us for the \$500.00 deductible that they originally held on the bay door claim. Knobbs stated that the money will be returned to the Squad who originally reimbursed the board for this expense.

Old Business:

1. Fire Official, UFD Appeal- Administrator Knobbs reports that there is nothing new, still waiting for Pension Board action. No progress due to State personnel working remotely and now the furloughing of pension board employees.
2. 2019 Audit- Administrator Knobbs reported that this is still ongoing. He has been in communication with Ed Paul who is also working remotely, all documentation was delivered to him at his residence. Knobbs stated that the state report that has been holding up the audit was finally released and the Ed Paul expects the audit to be completed in the next few weeks. Knobbs stated that the audit should be available for action at our October 7th meeting.

New Business:

1. 2021 Budget – Administrator Knobbs stated that there has been a directive by the state that all Fire District Budgets will be submitted online through the FAST System. This process was supposed to be implemented in 2018 and was delayed at the last minute until this year. The system is not up and running yet, they will notify us when it is available. Knobbs further stated that the letters for budget requests will be distributed shortly. He reminded all in attendance that October will be a busy month, the regular meeting will be 10/7/20, followed by Budget Meetings on 10/14/20 and 10/21/20.
2. Repairs: President Wesolowski asked if any Commissioners knew of any repairs that we may be able to accomplish in this year's budget. He stated that the rear door to the office next door has had the veneer on the door repaired and repainted, but it appears to be peeling again. He asked the Administrator to obtain pricing for replacing same. He also asked Commissioner Mann to walk the property/building with Maintenance to see what else may need to be done that we could plan for in this year's spending or plan for in the upcoming budget. Knobbs will coordinate a meeting with maintenance and Commissioner Mann.
Knobbs further commented that we had previously discussed not doing the hall carpet cleaning, but he believes that we should still schedule the apparatus bay floor cleaning/sealing and the window cleaning that we normally do each year. Motion by Commissioner Grant, seconded by Mann to perform said maintenance. Motion was approved by the five commissioners in attendance.

September 2, 2020

Meeting opened to the public:

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

There being no further business to come before the Board, by Proper Action, meeting adjourned at 7:22 p.m.

Respectfully Submitted,

Stephen W. Knobbs
Board Administration