

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 in attendance. Also, in attendance were F.O. Orsini and FI/BC DiPaolo.

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 21st, 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 14th, 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 Niedermayer, the minutes of the August 2, 2023 meeting were approved 5-0.

Chief's Report:

The Chief's report was filed and available for review in the Commissioners Drop Box. Administrator Knobbs noted that the 5 additional Black TL2 helmets were received, and we are awaiting delivery of the one white helmet.

Chief's Assistant

Chief's Assistant report is in the Dropbox. He is in a class in Camden County for the new software program that the County is using.

Captain's Report:

The written report is available for review in the drop box. BC DiPaolo reviewed the report for the commissioners.

Fire Official's Report:

The written report is in the drop box. FO 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.

Orsini noted that the Fire Prevention Open House will be Friday October 13th.

Rental Manager's Report:

Hall Chairman Orsini noted that the report was in the drop box. He noted that there were 8 affairs in August, 1 new booking for 2023, and 4 new bookings for 2024.

Squad Report:

Administrator Knobbs stated that the Squad is continuing to clean out. Knobbs reviewed what the squad is doing to complete the cleaning out of the attic of old squad files. He is hiring a moving company to carry all the files out of the attic to the first floor for shedding or moved to who is going to house the medical records.

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. 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 September bills and any regular bills that come in was approved by the five commissioners present.

Communications:

None.

Old Business

Audit: 2022 Audit-Administrator Knobbs notified the board that our long-time auditor Ed Paul has passed away. Knobbs noted that he has spoken with Wayne Buckley from Ball, Buckley & Seher LLC who stated that they will be working to complete the 2022 audit and will be back in touch shortly to let us know if there are any additional records needed. Knobbs further noted that Ball Buckley and Seher will no longer be doing Fire District Audits and we will have to retain a new firm for 2023.

2023 Audit- Administrator Knobbs stated that he has reached out to two firms in regards to next years audit. The two firms are Bowman & Co who currently does the auditing of Fire District #1, and Holt McNally who does the Township of Moorestown, Cinnaminson and Delran Fire Districts. Mr. Michael Holt is a Moorestown resident. Cinnaminson and Delran are both very happy with their work. Knobbs stated that he has spoken directly with Mr. Holt and he is putting together a proposal for us.

Recruitment/Retention: President Wesolowski opened the floor to anyone present to participate. BC DiPaolo stated that there is currently one member in Fire School and hopefully our junior members will be able to get into next semesters class. DiPaolo reviewed the applications that were pending and noted that he is awaiting others to be turned in.

2023 Projects: Administrator Knobbs stated that the last remaining project is the Fire Official vehicle purchase. The board approved via Resolution last month to join the Sourcewell Co-op. Knobbs stated that

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following the boards approval he went online and placed the order for the vehicle. The price came in at \$48,693.35. A copy of the order and specifications are in the drop box.

2024 Meeting Schedule- Administrator Knobbs stated that at last months meeting President Wesolowski asked the board to consider moving the monthly meeting from the first Wednesday of the month to the second Wednesday. Commissioner Humes was not present last month. Commissioner Humes stated that moving to the second Wednesday was fine with him. Motion by Commissioner Grant, seconded by Commissioner Mann to move the 2024 meetings to the second Wednesday of the month. Motion was approved 5-0. Knobbs stated that he will have to check whether he will need to publish the change for the meetings that were previously scheduled for 2024 in the news paper or if he simply needed to post it at three locations and post it on the website.

New Business:

President Wesolowski asked if Knobbs had received any information from the squad regarding the equipment that he had indicated that we would want to purchase from them. Knobbs stated that he was still waiting for a response from the squad as they were waiting to see what Moorestown Squad was taking.

Administrator Knobbs reminded everyone that if they have ideas for the budget, they need to get them to him by the end of the month so that they can be incorporated into the budget for the workshop meeting.

Meeting opened to the public:

None.

President Wesolowski announced the next meeting will be October 4, 2023.

There being no further business to come before the Board, by Proper Action, meeting adjourned at 7:25 p.m.

Respectfully Submitted,

Stephen W. Knobbs
Board Administration