

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.

Four Commissioners were present. (Commissioner Humes will be a few minutes late.) Also, in attendance were Chief Grant, F.O. Orsini, B.C./FI DiPaolo, and Chief's Asst 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 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.

Minutes:

On a motion by Commissioner Mann, seconded by Commissioner Grant, the minutes of the August 3, 2022 meeting were approved 4-0.

Chief's Report:

The Chief's report was filed and available for review in the Commissioners Drop Box. He stated that they are still working with the new vendor on the helmet shields for the new helmets, still awaiting the new batteries and charger for the portable power unit on 3132 He also noted that there was one air bottle that was sent out for hydro testing, and they purchased two new Scott masks for new members.

Chief's Assistant

Chief's Assistant reported that the written report is in the drop box. Nothing further to report.

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.

F.O. Orsini also noted that the Fire Prevention Open House will be October 14th.

Rental Manager's Report:

Hall Manager Orsini noted that the report was in the drop box. He noted that there were eight affairs during the past month, and three new bookings for 2023.

Squad Report:

Administrator Knobbs stated there were reports for July and August in the drop box.

Commissioner Humes arrived at 7:07 p.m.

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.

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

Communications:

Administrator Knobbs stated that there is a copy of the signed agreement for the Educational Services Commission Cooperative Pricing Agreement.

Old Business:

Audit: Administrator Knobbs stated that the 2021 Audit is ongoing. We are still awaiting the reports from the state in order to complete the audit.

Promotion Announcement: Administrator Knobbs stated that there is no new information, still awaiting the final formal approval by the State.

Recruitment/Retention: President Wesolowski opened the floor to anyone present to participate. Tom DiPaolo stated that things are moving along nicely. The Membership committee had a meeting last month. He stated that the bulk of the meeting was spent on retention. They are working on a "Success Program" which will reward members for achievements in training etc.

Insurance Renewals: Administrator Knobbs stated that the insurance policies renewed 9/1/2022. The Package Policy is with VFIS and came in at \$41,772.19 which was an increase of \$580.63 from last year. The Workers Comp policy was picked up by AmTrust with a total policy cost of \$64,616. This is an increase from last year of \$8,969. Knobbs explained the reason behind the increase and feels that with the thorough review of positions and what categories they are being carried under we are in good shape.

Firehouse Apron Repair: Administrator Knobbs stated that the work has been completed. He stated that the work was originally scheduled to cost \$5,000.00. He stated that prior to work beginning, it was discovered that there were additional areas that should be addressed and he discussed same with Commissioner Mann who was in agreement. The additional areas brought the total bill to \$5,800.00

Insurance Renewals: Administrator Knobbs reported that the Insurance renews on 9/1/2022. He has just received notice that the VFIS Package Policy and Accident & Sickness Policy renewals will be an approximate \$400 increase. He noted that we are still awaiting word on the Workers Comp policy. He stated that our former company 7710/Benchmark is no longer writing policies in NJ. We are attempting to place the business with Amtrust Insurance. If we need to go back into the State Plan, we can expect an approximate 25% increase as a penalty for having left and getting back in. Knobbs noted that he will need to advise the board members when the quote from Amtrust is received as payment will need to be made prior to the next meeting. On a motion by Commissioner Grant, seconded by Commissioner Mann to pay the Insurance Renewals prior to the next meeting was approved by the five commissioners present.

Firehouse Apron Repair: Administrator Knobbs stated that that there are a few areas that have spalled/cracked on the ramp and the caulking in all of the expansion joints need to be replaced. The low quote was from Hector Torres Concrete in the amount of \$5,000. He is the same gentleman who poured the stairs in the rear parking lot of the Office. Motion by Commissioner Mann, seconded by Commissioner Humes was approved by the five commissioners present.

Hall Window Replacement: Administrator Knobbs stated that he received a notification last week from Andersen that the windows were in production. However, there is no estimate on how long it will be until they will be installed.

Cooperative Pricing Agreements: Administrator Knobbs stated that this was covered un communications.

New Business:

2023 Budget: Administrator Knobbs stated that the letters requesting submissions will be going out early next week. The Budget Workshops are scheduled for 10/12 and 10/19/22.

Shared Services: Administrator Knobbs stated that there is a meeting scheduled for 9/21/22 at 3:00 pm. Knobbs stated that the committee will discuss raises for the employees and begin to discuss the 2023 budget. He further noted that there will be discussion on making all expenses at a 62-38% split.

Meeting opened to the public:

There were no comments from the public.

President Wesolowski announced the next meeting will be October 5, 2022.

There being no further business to come before the Board, by Proper Action, meeting adjourned at 7:23 p.m.

Respectfully Submitted,

Stephen W. Knobbs
Board Administration