

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 Chief Grant, Chief's Asst B. Wesolowski, FI/Lt Carruthers, Lt Sterling, FF Payne, FF Warrington, FF Feliciano and FF Moreno.

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 November 9th, 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 November 9th, 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.

Wesolowski called for a salute to the flag and a moment of silence for our departed members.

Minutes:

On a motion by Commissioner Gifford, seconded by Commissioner Mann, the minutes of the July 10, 2024 regular 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 reviewed the highlights of the report. Chief also reported that he has a representative from Scott coming in on 8/26 at 7:30 to demo new packs.

Chief's Assistant

Chief's Assistant report is in the Dropbox, regular duties. In addition he has worked with First Due to ensure that the old records from 2008 to present have been updated in the system.

Captain's Report:

The written report is available for review in the drop box. It was reviewed by Chief Grant.

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.

Rental Manager's Report:

The report was in the drop box. Hall Manager Orsini noted that there were 9 bookings for 2024 and four for 2025.

Bills:

The Statement of Expenditures, listing of bills to be paid in August 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 Grant, seconded by Commissioner Gifford to pay the August bills and any regular bills that come in was approved by the five commissioners present. Commissioner Clark abstained on all bills for Donna Clark.

Communications:

None

Old Business:

Recruitment/Retention: President Wesolowski opened the floor to anyone present to participate. Lt Carruthers advised that the Citizens Academy has been cancelled for this year. He stated that the sign up was not what was expected, most of the people signing up were from out of town and had no real interest in joining either fire department. President Wesolowski asked if there was thought given to expanding the ages to hopefully entice junior members. Carruthers stated that this was one of several ideas that the committee was considering for the future.

2023 Audit: Administrator Knobbs reported that the audit is ongoing, he expects completion soon. They are waiting on the state to release the GASB 68 & 75 reports that are necessary for the completion of the audit.

225 Parking Lot Repaving: Administrator Knobbs reported that the project was started on time and he noted the problems that were encountered with the lot due to clay veins under the lot. He also noted that the concrete was damaged. He has been in touch with Bill Gross III and the owner of the asphalt company. After many back and forth conversations, it was decided that we will keep the lot closed to traffic to enable the asphalt time to cure and the ground under the lot to solidify. In September, Knobbs will meet with Gross and the asphalt company to determine the exact next steps. The suggestion is to infrared the lot and reroll everything, saw cut the sides to allow straight edges, top soil the edges of the lot that were disturbed and seal coat and stripe the lot. Bill Gross assured Knobbs that the concrete would be replaced and will not expect payment until we are satisfied.

Hall Tiling Project: Administrator Knobbs reported that they did the job the week of 7/29 to 8/4/24. Knobbs stated that there was several problems that arose. He stated that the tile installers were cutting tile inside the building with a grinder which caused dust throughout the hall, and adjoining rooms. Bill Gross IV was advised and he responded on site and spoke with the installers. Knobbs advised him that the alarm system would need to be cleaned and certified, the HVAC filters would need to be changed and that he would need to have cleaners do special cleaning prior to the hall being rented. Gross agreed that they would

cover the cost. Knobbs also noted that the coat room, changing room and the entrance to the chair room thresholds were not satisfactory. Knobbs stated that after speaking with Gross and the tiling contractor, four-inch marble thresholds were installed in the coat and changing room doorways. A new larger metal threshold was installed in the doorway to the chair room.

Insurance renewals: Administrator Knobbs reported that the policies have been renewed. He went through the individual policies and advised of the increases and what the reasons were. He also advised that after speaking with our agent and President Wesolowski, we have added ‘Agreed upon assigned value’ for certain vehicles. We have added the F.O. current F-150 and the Chief’s Tahoe. The new F.O. vehicle will have replacement value for the first 6 years. All said and done, we are still under budget for the insurance line item.

LVFC Duty Crews: President Wesolowski stated that at last months meeting everyone received a package with a proposed duty crew program. Wesolowski invited Lt Carruthers to address the commissioners. Carruthers went through the thought process that went into the program and how the program would work. Carruthers stated that they were looking to repurpose the current funds assigned to the Incentive Program to pay for the duty crew program. Commissioner Grant discussed with Lt Carruthers the workings of the program and how the payment was applied. President Wesolowski stated that the intention was to repurpose the Incentive Program monies. Wesolowski stated that he would like to keep the Incentive Program and add the Duty Crew Program. He stated that this will all be worked out during the budget process and his proposal would not allow “double-dipping”, meaning if you were on duty crew you were not eligible for the incentive payment for the same call. After discussion, it was decided that if the budget will allow it, we will go forth with two programs.

New Business:

Hall Dance Floor: Administrator Knobbs reported that it has been over three years since the dance floor had been refinished, and is in need of this. He included the quote in the drop box for tonight’s meeting. The quote is from Victorian Floor Finishing who has maintained the floor since it was installed. The total cost is for \$5,243.00 and would be completed in September. Motion by Commissioner Gifford, seconded by Commissioner Grant to have the floor refinished as per the provided quote. Motion was approved by the five commissioners present.

Meeting opened to the public:

None.

President Wesolowski announced that the next meeting will be September 11, 2024.

President Wesolowski noted that there was a need to have an Executive Session this evening and introduced and read Resolution 2024-10 “Resolution Authorizing an Executive Session” Motion by Commissioner Mann, seconded by Commissioner Gifford to approve the Resolution. On a roll call vote the resolution was approved 5-0.

President Wesolowski advised the audience that the meeting would be reopened after the executive session and formal official action may occur. Audience left the room at 8:00 pm.

At 8:16 pm, the meeting was reopened.

Motion by Commissioner Gifford, seconded by Commissioner Mann to pursue a title change for employee J. Boren was approved by the five commissioners present.

August 14, 2024

There being no further business to come before the Board, by Proper Action, meeting adjourned at 8:19 p.m.

Respectfully Submitted,

Stephen W. Knobbs

Board Administration