

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, B.C. DiPaolo, Lt. 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 21st, 2025 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 21st, 2025 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.

President Wesolowski advised that the Board need to hold an Executive Session this evening. The open meeting will resume after the Executive Session, and formal action may take place at that time. President Wesolowski then introduced and read *Resolution 2025-11 "RESOLUTION AUTHORIZING A CLOSED EXECUTIVE SESSION"*. On a motion by Commissioner Mann, seconded by Commissioner Clark to approve the resolution. On a roll call vote, the resolution was approved 5-0.

President Wesolowski announced that he was recusing himself from the Executive Session and leaving the meeting room. He turned the meeting over to Vice-President Mann at 7:05 pm.

At 7:20 pm, the regular meeting was reopened by President Wesolowski.

Minutes:

On a motion by Commissioner Gifford, seconded by Commissioner Mann, the minutes of the July 9, 2025 regular meeting were approved 5-0.

On a motion by Commissioner Gifford, seconded by Commissioner Clark, the minutes of the July 9, 2025 Executive Session were approved 5-0.

Chief's Report:

The Chief's report was filed and available for review in the Commissioners Drop Box. Chief Grant is on vacation. Administrator Knobbs reviewed the highlights.

Chief's Assistant

Chief's Assistant report is in the Dropbox, B. Wesolowski noted that in addition the regular duties, he was working on the transition from NFIRS to NERIS.

Captain's Report:

The written report is available for review in the drop box. Repairs were reviewed by BC DiPaolo.

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.

Orsini noted that the Fire Prevention open house will be on Friday 10/10/25.

Rental Manager's Report:

The report was in the drop box. Hall Manager Orsini reviewed the report and noted that there were 7 affairs the previous month and 2 new bookings for 2025 and 2 for 2026.

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 Gifford, seconded by Commissioner Mann 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:

President Wesolowski read a letter from the Township Manager of Maple Shade thanking the Fire Official for meeting with her and asking to meet further to explore a possible shared services agreement with Maple Shade Township for Fire Prevention services. Wesolowski stated that there is an upcoming meeting with

the current shared services committee on September 9, 2025, where we would place this on the agenda. Wesolowski asked the commissioners for their thoughts. Commissioner Gifford stated that he believes he would rely on the advice of the current Fire Official, as any additional work would affect him. F.O. Official Orsini stated that he is passionate about it, and he believes we should pursue this. A discussion ensued and Commissioner Sterling asked if there was any rule that we could not have two shared services agreements regarding the Bureau. Administrator Knobbs reminded the board that currently Fire District #1 is paying 62% of all salaries and costs for the bureau. He stated that it would take both boards agreeing to opening the shared services to another town. President Wesolowski stated that we would discuss this further in the shared services committee meeting, and we should come up with questions for the ongoing discussions. President Wesolowski asked how we should respond to the letter that was received. F. O. Orsini stated that he will also discuss this with District #1, and will respond to her that we are in discussions about this between Fire District's #1 & #2.

The next communication was a copy of a letter from the Department of Local Government Services Ethics committee regarding an advisory opinion on the hiring of a new Director of Fire Services. All commissioners stated that they have reviewed and understand the opinion.

The third communication was a copy of an OPRA Request from Joseph Palumbo. Administrator Knobbs stated that the request was received on July 10, 2025 and was answered on July 14, 2025 that there were no records responsive to the request.

Old Business:

Recruitment/Retention: President Wesolowski opened the floor to anyone present to participate. Lt. Carruthers reported that a former member who left in good standing has returned, and he is happy to have him. He noted that recruitment is down right now, as they have been focusing on retention and training of current members, but hope to pick back up on recruitment.

2024 Audit- Administrator Knobbs advised that the audit is complete and awaiting the release of reports from the state to complete the process.

Training Prop Purchase: BC DiPaolo reported that he received an email stating that the prop was in production and will be shipped, with an expected arrival date of 8/25 or 8/26. He has made contact with Flannagan's for off loading and has a back up plan if Flannagan's falls through.

Administrator Replacement: President Wesolowski introduced and read Resolution 2025-12 "*Authorizing Appointment of Director of Fire Services*". Motion by Commissioner Mann, seconded by Commissioner Gifford to approve the resolution appointing Brian C. Wesolowski as Director of Fire Services. On a roll call vote the resolution was approved 4-0 with President Wesolowski abstaining.

President Wesolowski thanked the committee or their work on the hiring process and interviews, as well as the entire board for their deliberations and work on this process. The Board congratulated Brian on his appointment.

Motion by Commissioner Gifford, seconded by Commissioner Mann to approve a salary of \$9,000.00 per month for the newly appointed Director of Fire Services position. Motion was

approved 4-0 with President Wesolowski abstaining.

Engine room Water Fountain: Administrator Knobbs reported that the installation has been completed and it is in service. President Wesolowski asked if the purchase of bottled water was going to decrease. D.C. Orsini stated that they are slowly working on reducing the order, but we will still be purchasing some bottled water.

Truist Bank Electronic Payments: Administrator Knobbs reported that the final resolution was finally achieved this morning. He worked with many persons in senior management at Truist for the past month. The problem came down to under their new programming at the bank with the integration of Quicken and QuickBooks. In the new program, they disallowed certain characters in their account number fields but never published to the customers that this was happening. After many updates and searching of all of our vendors/payees, it was discovered that there were three payees that were not letting our process complete. Those have been corrected and we have successfully completed electronic payments this morning.

New Business:

Shared Services: President Wesolowski stated that it was time to renew our Shared Services Agreement with Fire District #1 for another five years. President Wesolowski stated that the agreement was updated as to current vehicles and some minor wording changes. The agreement is in the drop box and will be attached to the Resolution. He asked if all of the board had read the agreement. All commissioners indicated that they had read the agreement. Wesolowski asked if any commissioners had any questions regarding the agreement. No questions were brought forth. President Wesolowski then introduced and read Resolution 2025-13 "*Authorizing a Shared Services Agreement*". Motion by Commissioner Gifford, seconded by Commissioner Mann to approve the resolution. On a roll call vote, the resolution was approved 5-0. Administrator Knobbs advised that the agreement will be signed at the Shared Services Committee meeting on September 2, 2025.

Administrator Vacation/Sick Buyout: President Wesolowski stated that the board needed to approved the buyout payment for the Administrator upon his retirement. Administrator Knobbs stated that the buyout will be 48 days for a total of \$27,103.68. Motion by Commissioner Gifford, seconded by Commissioner Mann to approve the buyout amount. Motion was approved 5-0.

Meeting opened to the public:

D.C. Orsini asked the board for funds to assist the fire department members who are taking the ladder truck to Wildwood for the convention and the parade. There was no total cost available at this time. After discussion, the board decided that the fire company would have to put out the money, and if the board was able to, we would reimburse the fire company.

Brian Wesolowski thanked the board and the committee for their work and his appointment as the new Director of Fire Services. He stated that his is looking forward to working with the board.

President Wesolowski announced that the next meeting will be September 10, 2025.

August 13, 2025

There being no further business to come before the Board, by Proper Action, meeting adjourned at 8:03 p.m.

Respectfully Submitted,

Stephen W. Knobbs
Board Administration