

BOARD OF FIRE COMMISSIONERS

MOORESTOWN FIRE DISTRICT NO. 2

Wednesday, April 4, 2018

7:00 PM

Lenola Fire House
229 N. Lenola Road
Moorestown, NJ 08057

Reorganization Meeting Agenda

- I. Opening
 - a. Indication of emergency exits
 - b. Meeting Opened to the Public
 - c. Reading of statement in accordance with the Open Public Meetings Act
 - d. Pledge of Allegiance to the Flag
 - e. Moment of Silence
- II. Oaths of Office
- III. Nominations
- IV. Minutes
- V. Chief's Report
 - a. Administrative Assistant Report
- VI. Captain's Report
- VII. Fire Official Report
- VIII. Hall Rental Manager's Report
- IX. Squad Report
- X. Bills/Communications
 - a. Bills
 - i. March, 2018 Bills
 - ii. April, 2018 Bills
 - b. Notice of Annual Scheduled Meetings 2018-2019
 - i. Published in the Burlington County Times and the Moorestown Sun

- ii. Public posting at the Fire House, Town Hall, Library and on official website on February 9th, 2018
 - iii. Copy filed with Township Clerk on February 9th, 2018
 - iv. Copy of Official Opening Statement, including Affidavit regarding the transmittal and posting of said Notice.
- C. 2018 Election Press Release was prepared and posted on the official website and provided to BCT and the MoorestownSun.
 - d. Certification of Election Results sent to Bureau of Authority Regulation, County Tax Administrator, Township Tax Assessor, Director of Finance, Township Tax Collector and Auditor on February 27, 2018.
 - e. Venue Requests
 - f. Notice of Cancellation and Rescheduling of March 7, 2018 Re-organization Meeting
 - g. Received First Installment from the Township – Amount raised by Taxation
 - h. Notice of Bid - Vehicle Exhaust Removal System published in the BCT on 3/26/18
 - i. Final Administrative Action from Civil Service Board of Appeals - Orsini Lateral Title Change; issued March 29, 2018.

XI. Old Business

- a. Fire Official, UFD Appeal Process - Status
- b. Clerk 2 Position - Status
 - i. Resolution 2018-06- Appointing an Administrative Assistant (Clerk 1) to a Clerk 2 Position
- C. Direct Install Program - Status
- d. 2018 Budget/Election Recap
 - i. Election Recap
 - 1. Results Certified
 - 2. Newspaper Articles
 - ii. Budget/Election Calendar
- e. Vehicle Exhaust Removal System
 - i. Bid Opening Scheduled for Friday, April 20, 2018

- ii. Timeline
- f. Legislation (A1690/S660) - Allowing fire district elections to be moved to November
- g. 2017 Audit Process underway
- h. Other

XII. New Business

- a. Reorganization Resolutions
 - i. *Resolution 2018 - 07 "Appointing an Auditor, Insurance Broker, Depository of District Funds and the Official Newspapers"*
 - ii. *Resolution 2018 - 08 "Appointing a Solicitor"*
 - iii. *Resolution 2018 - 09 "Appointing Official Website of the District"*
 - iv. *Resolution 2018 - 10 "Authorizing the use of a Preferred Vendor to Service Fire Apparatus"*
- b. Personnel Committee/Shared Services Subcommittee
- c. Vehicle and Building and Grounds Liaison
- d. Annual Disclosure Forms – Due April 30, 2018
- e. Payroll Services
- f. Candidate Sworn Statement requirement
- g. Other

XIII. Meeting Open to Public

XIV. Executive Session

- a. *Resolution 2018-11 "Resolution Authorizing A Closed Executive Session" if needed.*

XV. Formal official action may be taken after Executive Session *(as appropriate)*

XVI. Adjournment.