

BOARD OF FIRE COMMISSIONERS

MOORESTOWN FIRE DISTRICT NO. 2

Wednesday, September 6, 2017

7:00 PM

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

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. Minutes
- III. Chief's Report
 - a. Halmatro Tools
 - b. Administrative Assistant Report
- IV. Captain's Report
- V. Fire Official Report
- VI. Hall Rental Manager's Report
- VII. Squad Report
- VIII. Bills/Communications
 - a. Bills
 - b. Bank of America Letter - account maintenance (program administrator)
 - c. Charge Account Vendor Letters - providing vendors a list of authorized users and monthly limits
 - d. NJ State Association of Fire Fighters June 3, 2017 Meeting Minutes
 - e. 2018 Budget Requests

IX. Old Business

- a. Protective Equipment
 - i. Tactical gear pouch - order placed
- b. Lower Roof Project
 - i. Status
- c. Fire Official, UFD Appeal Process
- d. Clerk 2 Position - Status
- e. Enhanced Internal Controls - Policies and Procedures
 - i. *Resolution 2017-19 "Establishing Procurement Card, Purchasing and Electronic Disbursement Policies and Procedures"*
- f. Vehicle Backing Policy
 - i. *Resolution 2017-18 "Establishing Uniform Procedures for Backing Vehicle at the Fire House"*
- g. 3135 Incident
- h. Direct Install Program
- i. Online Public Auction - remaining item
- j. Other

X. New Business

- a. 2018 Budget Process - Draft Calendar
- b. Quotes
 - i. Meeting Room Air Conditioner Unit
 - ii. Fire House Bay Door Sensors
 - iii. Bureau back parking area
- c. Other

XI. Meeting Open to Public

XII. Adjournment.