

Minutes

The regular meeting of the Board of Fire Commissioners, Fire District No. 2 was held on the above date in the Fireman's Memorial Hall. The meeting was called to order at 7:00 p.m. by President Wesolowski. Four Commissioners were present, Commissioner Niedermayer is absent due to a medical emergency. Commissioners Humes and Mann are attending via conference call due to COVID restrictions. Also, in attendance were Chief Grant, F.O. Orsini and Battalion Chief DiPaolo.

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 6th, 2020 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 6th, 2020 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 Grant, seconded by Commissioner Mann, the minutes of the November 4, 2020 regular meeting were approved 4-0.

Chief's Report:

The Chief's report was filed and available for review in the Commissioners Drop Box. Chief Grant advised the board that the COVID measures are still in place. The mobile radios are being installed in the vehicles this week. Glick was in today to finish repairs from the PM's. While under 3131 they discovered a leak in the hydraulic pump. Chief is getting estimate for repair.

Captain's Report:

The written report is available for review in the drop box. Battalion Chief DiPaolo listed the repairs done to apparatus for the month and the total fuel used.

Fire Official's Report:

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:

Hall Manager Orsini gave the following report for November:

1. There was one affair held during the month.
2. There were four bookings during the month for 2021.
3. There were 35 inquiries via phone and email.

Chief's Assistant Report:

Chief Grant reported that in addition to his regular duties, the assistant had been working on ordering and installing new scanner in the firehouse, placed the job shirt order for the firefighter gift, worked on scheduling the installation of the mobile radios and assisted in the annual air pack certification. He also completed the NFPA needs survey.

Squad Report:

Administrator Knobbs reported that there are no reports at this time.

Bills:

The Statement of Expenditures, listing of bills to be paid in December 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. He further noted that there were routine bills that were due to be paid but not yet received.

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

Commissioner Grant abstained on bills relating to Chief Grant.

Communications:

Administrator Knobbs reported that there are items in the drop box. There is a copy of the 2020-2021 Snow Contract with Franzeo's. He is keeping his fees the same. Knobbs noted that the fees have not increased

since he took over, we are still at the 2017 rate. Knobbs also noted that there are copies of 3 legal notice to be published having to do with the budget hearing and election. Knobbs further noted that we have not received any direction yet from the county or the state as to what form the election will be, (in person vs. mail in) or if the date will be changed, as the Governor has already pushed back the school board election date.

Old Business:

1. Repairs: Administrator Knobbs discussed the following repair quotes that have been received, and his recommendation is to proceed with same at this time, if we are unable to get done by year end, we will encumber the money:
 - Hall Window Replacement \$4,697
 - BFP Rear Door Replacement \$4,173
 - Shingle/gutter repair \$1,570
 - Wash bay Fan replacement \$ 650Motion by Commissioner Grant, seconded by Commissioner Mann to approve the listed projects was approved by the four commissioners present.
2. President Wesolowski stated that there is a need to create a permanent assistant secretary, with the title “First Assistant Secretary”. Motion was made by Commissioner Grant, seconded by Commissioner Humes to create the position. Motion was passed on a roll call vote and approved 4-0.
3. President Wesolowski nominated Commissioner Mann to fill the First Assistant Secretary position. Nomination was seconded by Commissioner Grant and was approved on a roll call vote 4-0.
4. Budget- President Wesolowski introduced and read Resolution 2020-13 “*2020 Fire District Budget Approval Resolution*”. Motion was made by Commissioner Grant, seconded by Commissioner Mann to approve same. Resolution was approved by roll call vote 4-0.

New Business:

1. Budget Hearing: President Wesolowski Introduce and read Resolution 2020-14 “*Establishing the Date, Time and Place of a public Hearing on the 2020 Budget*”. Motion was made by Commissioner Grant, seconded by Commissioner Mann to approve same. Resolution was approved by roll call vote 4-0.
2. Encumbrance- Administrator Knobbs reported that there are items that will need to be encumbered as the delivery of same will not occur before year end:
 - One set of gear \$3,213.00
 - Hall refrigerator \$1,299.99Motion was made by Commissioner Grant, seconded by Commissioner Mann to encumber the listed items, and was approved by the four commissioners present.

Meeting opened to the public:

There being no further questions or comments from the public, this portion of the meeting was

December 2, 2020

closed.

President Wesolowski announced that there was no need to have an Executive Session.

There being no further business to come before the Board, by Proper Action, meeting adjourned at 7:40 p.m.

Respectfully Submitted,

Stephen W. Knobbs
Board Administration