

## Minutes

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 present. Also, in attendance were Chief Robert Grant, Battalion Chief DiPaolo, Chief's Assistant B. Wesolowski and Christopher Costello, Esq.

Wesolowski identified the emergency exits, indicated the front door was opened to the public and 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 22<sup>nd</sup>, 2019 the required notice was transmitted to the *Burlington County Times* and the *Moorestown Sun*.

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 22<sup>nd</sup>, 2019 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 Humes, seconded by Commissioner Niedermayer, the minutes of the November 6, 2019 regular meeting were approved 5-0.

## **Chief's Report:**

Report was presented by Chief Grant.

1. Reports for November 2019 were posted on the board and submitted.
2. See report for other particulars.
3. 3132 still has a tank to pump valve to be rebuilt. Waiting on Glick to return for same.

4. 3135 Ladder Testing. Should be done next week.
5. New gear measurements were done and will be ordered. 19 sets will be purchased in the first round and the remainder will be purchased later in 2020.
6. Hose was ordered (13 lengths of 1 ¾" and 3 lengths of 3") delivery is expected next week.

**Chief's Assistant Report:**

Chiefs Asst. Wesolowski reported that in addition to the regular duties, he worked on the annual Air Pack Testing/Certification. Only one minor repair was needed and was completed.

**Captain's Report:**

Deputy Chief DiPaolo gave the following report:

1. All apparatus and equipment were checked regularly throughout the month and are operational.
2. Reported on the maintenance and/or repairs performed throughout the month.
3. Reported that Command Zone was replaced on 3132.
4. Report was submitted and filed.

**Fire Official Report:**

F.O. Orsini was attending a meeting elsewhere in the building. President Wesolowski read the highlights from the report that was in the Drop Box.

See written report:

1. Provided the inspection totals.
2. Penalty totals for the month were provided as well as False Fire Alarm Notices issued.
3. Discussed the Fee Comparison that is in the drop box.

**Rental Manager's Report:**

Administrator Knobbs gave the following report from written report in the drop box:

1. There were 6 affairs held during the month.
2. There were approximately fifty-five inquiries via email and telephone.
3. There were two bookings during the month for 2019 and four for 2020.
4. Security deposits are scheduled to be returned.

Knobbs noted that a comparison was done and we are within 2 or 3 bookings of the prior year's bookings for the following year. (2018-19 vs. 2019-2020)

**Squad Report:**

Administrator Knobbs stated that the reports for July through November 2019 are in the drop box and all appears well with the Squad financially.

**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. 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 Niedermayer, seconded by Commissioner Humes to pay the December bills and any regular bills that come in was approved by the five commissioners present.

**Communications:**

Administrator Knobbs stated that in the drop box there is a copy of the Annual CEPA Letter which will be distributed and signed for by all employees/FF's on 12/9/19. Everyone is required to sign for receipt of same. Also, in the drop box is a copy of the letter from G. McCloskey to Pensions and a copy of their response admitting that they had made an error. It is unlikely that the matter will be resolved with final amounts prior to year-end. Knobbs advised that he had spoken with our Auditor and we will encumber the \$50,000 budgeted this year to pay for the employers share to pay it in 2020 upon resolution of the figures.

**Old Business:**

1. Fire Official UFD- Administrator Knobbs advised that this was covered under Communications.
2. Attorney Replacement- President Wesolowski introduced and read *Resolution 2019-14 "Appointment of Solicitor"*

**BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO. 2  
TOWNSHIP OF MOORESTOWN**

**Resolution 2019-14  
Appointment of Solicitor**

**WHEREAS**, Pursuant to the retirement of Gregory R. McCloskey dated December 31<sup>st</sup>, 2019, The Board of Fire Commissioners, Fire District No. 2, Township of Moorestown, has the need to appoint a solicitor for the purpose of providing the Board with legal counsel and advice; and

**WHEREAS**, Pursuant to the Regulations of the State of New Jersey Uniform Fire Code, N.J.A.C. 5:71-3.2(d), the Fire District shall specifically appoint legal counsel to assist and represent the local enforcing agency in all matters related to the Fire Code. Such legal counsel shall advise the agency and undertake such actions at law as the fire official shall deem necessary; and

**NOW THEREFORE, BE IT RESOLVED** by the Board of Fire Commissioners, Fire District No. 2, Township of Moorestown, County of Burlington, State of New Jersey, that Christopher F. Costello is hereby appointed Solicitor of Moorestown Fire District No. 2 for a term to commence January 1<sup>st</sup>, 2020 and ending on March 3<sup>rd</sup>, 2020. The terms and conditions of said engagement shall provide the payment of \$650.00 per month, which shall be paid in arrears, with the first payment to be made on February 1<sup>st</sup>, 2020 for all services performed during the month of January.

We hereby adopt this Resolution on behalf of Moorestown Fire District No. 2 this 4<sup>th</sup> day of December, 2019.

Motion by Commissioner Niedermayer, seconded by Commissioner Grant to approve the motion. President Wesolowski held a roll call vote:

	(Wesolowski		(
	(Grant	NAYS	(
AYES	(Niedermayer		(
	(Humes	ABSTAINED	(
	(Carruthers	ABSENT	(

Resolution was approved 5-0.

President Wesolowski introduced Christopher Costello and asked him if he would like to say a few words. Costello thanked the board and stated that he was looking forward to working with the board. The President and Christopher Costello signed the *“Solicitor Business Agreement”*.

3. **Budget Resolution:** President Wesolowski introduced and read *Resolution 2019-15 “2020 Fire District Budget Resolution”*

## 2020 FIRE DISTRICT BUDGET RESOLUTION

### Moorestown Township Fire District 2

### Resolution 2019-15

**FISCAL YEAR: January 1, 2020 to December 31, 2020**

WHEREAS, the Annual Budget for the Moorestown Fire District No. 2 (the “Fire District”) for the fiscal year beginning January 1, 2020 and ending December 31, 2020 has been presented before the Board of Commissioners of the Fire District at its open public meeting of December 4, 2019; and

WHEREAS, the budget as introduced is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et. seq.); and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 1,434,906.00, which includes an amount to be raised by taxation of \$ 786,790.00, and Total Appropriations of \$ 1,434,906.00; and

WHEREAS, the amount to be raised by taxation to support the district budget shall be the amount to be certified to the assessor of the municipality to be assessed against the taxable property in the district, pursuant to N.J.S.A. 40A:14-

79. Such amount shall be equal to the amount of the total appropriations set forth in the budget minus the total amount surplus and miscellaneous revenues set forth in the budget; and

WHEREAS, in calculating the amount to be raised by taxation, the Fire District has taken into account the assessed valuation of taxable property in the Fire District;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District, at an open public meeting held on December 4, 2019 that the Annual Budget, including all related schedules, of the Fire District for the fiscal year beginning January 1, 2020 and ending December 31, 2020 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the Fire District's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the Board of Commissioners of the Fire District will consider the Annual Budget for adoption on January 9, 2020.

Motion by Commissioner Niedermayer, seconded by Commissioner Humes to approve the resolution.

President Wesolowski held a roll call vote:

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
William J. Wesolowski	X			
Jacqueline Grant	X			
Lawrence F. Niedermayer Sr.	X			
Alexander Humes	X			
James Carruthers	X			

Resolution was approved 5-0.

4. **Wash Bay Heater:** Administrator Knobbs reported that the heater project has been completed and Brewer's Heating and Air was paid.
5. **Hall Entrance Wall:** Administrator Knobbs reported that the project has been completed.
6. **2020 Budget-** Administrator Knobbs reported that the Budget vs. Actual report is in the drop box. He advised that his recommendation to the board is to encumber \$5,800 for the repainting of the hall. This is in addition to the previously mentioned \$50,000 for back payment of the MO UFD pension amount. Motion was made by Commissioner Niedermayer, seconded by Commissioner Carruthers to encumber the above items. Motion was approved by the five commissioners present.

**New Business:**

1. **Resolution 2019-16:** President Wesolowski introduced and read *Resolution 2019-16, Establishing the Date, Time and Place for the Holding of a Public Hearing on the 2020 Budget*.

**BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO. 2  
TOWNSHIP OF MOORESTOWN  
RESOLUTION 2019-16**

ESTABLISHING THE DATE, TIME AND PLACE FOR THE HOLDING OF A PUBLIC HEARING ON THE 2020 BUDGET OF THE BOARD OF FIRE COMMISSIONERS, FIRE DISTRICT NO. 2, TOWNSHIP OF MOORESTOWN.

WHEREAS, the Board of Fire Commissioners desires to set and establish the date, time and place for a Public Hearing upon the 2020 Fire District Budget pursuant to N.J.S.A. 40A:14-78.1; now

THEREFORE, BE IT RESOLVED by The Board of Fire Commissioners of Moorestown Fire District Number 2, located in Moorestown Township, County of Burlington, State of New Jersey, that the Public Hearing upon the 2020 Fire District Budget be held on Thursday, January 9, 2020 at 7:00 PM in the Commissioner’s meeting room located in the Lenola Fire House, 229 N. Lenola Road, Moorestown, New Jersey; and

BE IT FURTHER RESOLVED that a copy of the approved budget for 2020 be available for examination on the main bulletin board located at the Lenola Fire House, 229 N. Lenola Road, Moorestown, N.J. and posted on the official website [www.moorestownfire2.com](http://www.moorestownfire2.com). In addition, copies of the approved budget be available from the office of the Fire District Administrator of said district, located at 225 N. Lenola Road, Moorestown, New Jersey to each person requesting a copy during the week preceding the said public hearing.

ADOPTED at a meeting of the Board of Fire Commissioners, Fire District No. 2 on December 4th, 2019.

Motion by Commissioner Niedermayer, seconded by Commissioner Humes to approve the resolution.

President Wesolowski held a roll call vote:

RECORDED VOTE:

	(Wesolowski	(
	(Grant	NAYS(
AYES	(Niedermayer	(
	(Humes	ABSTAINED (
	(Carruthers	ABSENT(

**Meeting opened to the public:**

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

December 4, 2019

President Wesolowski thanked everyone for their work this year. He acknowledged the hard work by the staff and Chief Grant and the members of the Fire Company.

**There being no further business to come before the Board, by Proper Action, meeting adjourned at 7:26 p.m.**

Respectfully Submitted,

Stephen W. Knobbs  
Board Administration