

## Minutes - January 5, 2011

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 pm by President Wesolowski.

All Commissioners were present. Also in attendance were Chief Ruggiano, Deputy Chief Rob Grant, Hall Manager Mathew Orsini, Chief Joe Shields, Training Officer John Swan Sr., Frank DeCicco from Trinity Solar and Administrator Booth.

Deviating from the regular order of business, President Wesolowski introduced Frank DeCicco from Trinity Solar. The Board requested a representative from Solar Trinity attend meeting to provide additional information regarding solar power systems.

### **Presentation:**

Frank DeCicco from Trinity Solar discussed the benefits of installing a solar power system. His presentation included an overview of the company; how the solar panels, inverters and utility meters work; site evaluation; potential energy cost savings; finance options and probable payback period. After the presentation, Frank answered questions from the Board, Administrator and the public.

President Wesolowski thanked Frank for his time and mentioned the Board is in the early stages of information gathering and will most likely have additional questions as the Board proceeds with the project.

### **Minutes:**

On a motion by Commissioner Grant, seconded by Commissioner Niedermayer, the minutes of the December 1, 2010 meeting were unanimously approved.

### **Chief's Report:**

1. Report submitted by Chief Ruggiano and filed.
2. Chief reported that additional funding was received for the Moorestown Mall Radio Project. Commissioner Lieber added that the \$20,000.00 of additional funds will be used to purchase three additional antennas needed to complete the system. Lieber stated placing the antennas outside Macy's, Boscov's and the basement of Sears will improve communications between Police, Fire and EMS by eliminating the remaining "dead spots" at the mall.
3. Chief also reported that Burlington County Office of Recycling delivered the dumpster and carts for recycling paper, cardboard, cans and bottles.
4. Chief advised the board that the line officers met and with the input from firefighters, prepared a new training schedule.
5. In addition, Chief mentioned we are participating in a program offered by Motorola and the State of New Jersey to purchase batteries for our communication devices at significantly reduced rates.

### **Captain's & Engineer Report:**

1. Chief Ruggiano gave report.
2. All Trucks were checked and are operational.
3. Truck 3132: No problems reported.
4. Truck 3133: Replaced battery in Inpack meter; replaced starter on generator and tightened fuel lines; replaced handle on nozzle.
5. Truck 3135: Replaced alternators and adjusted sensor on right front outrigger; replaced switch and display on Impack meter.
6. Fuel used:

<u>Squad</u>	<u>Fire Co</u>	<u>Total</u>
246.6G	126.1G	372.7G
7. Report submitted and filed.

### **Hall Rental Chairman's Report:**

Matthew Orsini gave the Hall Rental Chairman Report:

1. During the month of December there was one paying affair scheduled. There were approximately 45 inquiries via email and telephone. Two bookings were made during the month of December for the calendar year 2011.
2. There was one cancelation in the month of December.
3. Updated calendar is posted in lounge.
4. New vacuum for the hall arrived.
5. The items for the sound system for the hall (mic, MP3 Jack) were ordered.

### **Squad Report:**

1. EMS Chief Joe Shields gave report.
2. During the month of December the Squad responded to 104 EMS calls and 26 Fire calls.
3. During the year 2010 the Squad responded to 1,330 EMS calls and 241 Fire Calls.
4. Financial Report submitted and filed.

### **Bills:**

Administrator Booth presented the following Bills for payment:

(List of Bills paid in January are available upon request)

On a motion by Commissioner Niedermayer, seconded by Commissioner Grant to pay the bills and any regular bills that come in was unanimously approved.

A motion by Commissioner Wesolowski, seconded by Commissioner Grant authorizing Administer Booth to pay 2011 debt service and regularly scheduled monthly bills when due was unanimously approved since receipt of said bills do not always coincide with board meeting dates.

Maahs abstained on all C. Maahs-Knobbs' invoices.

Grant abstained on all R. Grant's invoices.

**Communications:**

Administrator Booth discussed the following communications:

1. The following three public notices were published in the Burlington County Times in December:
  - a. Public Hearing regarding the 2011 Fire District No. 2 Budget scheduled for January 5, 2011.
  - b. Annual Election, Petition Closing Date and Date of Reorganization Meeting.
  - c. Notice to Persons Wanting Mail in Ballots. This notice was published jointly with Fire District No. 1 in an effort to reduce costs.
2. Received and completed request from Lee Lieber, Emergency Management Coordinator to provide estimate of our snow removal cost for the storm on 12/26 & 12/27. Total cost was \$415.00.
3. Pursuant to NJ regulation, a letter was sent December 10, 2010 to Chris Schultz, Township Manager requesting review and approval of fire commissioner fees for 2011. The proposed commissioner fee for 2011 is \$2,200.00, unchanged from the prior year.

A memo was received on December 14, 2011 from Patricia Hunt, Township Clerk advising the Board that the resolution approving the 2011 annual fire commissioner fees for Fire District No. 2 was adopted by Township Council. Two certified copies of resolution were provided.

4. Letter sent on behalf of the Board to the Lenola Fire Company Emergency Unit notifying them of the Board's decision not to provide \$10,000.00 for the squad's insurance in 2010.
5. Received thank you note from Chief Ruggiano and his wife Lee for the flowers sent from the Board for the funeral of Chief's mother.

President Wesolowski read a letter from Volunteer Fire Fighter/Training Officer John Swan Sr. asking the Board to consider assisting him with expenses relating to his attendance at the FDIC (Fire Fighter Training Conference) in Indianapolis, Indiana in March, 2011. The request is for a total of \$950.00 to be used toward car rental, lodging and expense money for the six day conference. On a motion by Commissioner Niedermayer, seconded by Commissioner Maahs, payment of \$950.00 to John Swan Sr to attend the FDIC was unanimously approved.

**Old Business:**

1. President Wesolowski reported the New Albany Road drainage issue is still pending. Wesolowski will follow up when the Township Engineer returns from vacation.
2. President Wesolowski reported he met with Fire Official Cynthia Maahs-Knobbs, Fire Inspector Mathew Orsini, IT Consultant Craig Ruggiano and Administrator Booth to discuss replacing outdated personal computers at the Bureau of Fire Prevention. The consensus was to purchase two PCs for the Bureau.
3. President Wesolowski asked when the next shared Services Meeting will be held, Administrator Booth stated she will find out and inform Commissioner Lieber since Commissioner Wesolowski will be out of town.

4. Administrator Booth provided a status regarding using a supplier other than PSE&G for gas and electricity. Booth reported Solicitor Greg McCloskey reviewed the contracts and offer sheets. Booth stated an email was sent to Solicitor McCloskey and Auditor Ed Paul summarizing the issues raised by the Board, Solicitor and Administrator, as well as the responses to the issues. Booth noted we are waiting for NextEra (electricity supplier) to confirm in writing the “Blend and Extend” option should rates drop dramatically, and contract protection if a decision is made to “go solar” during the contract period. Booth also noted we are confirming annual usage rates. Booth stated according to Local Public Contracts Law a resolution is required to enter into said contract.

Resolution:

Resolution 2011-03 “*Authorizing the Award of a Contract for the Purchase of Electricity and Gas*” was offered on a motion by Commissioner Grant, seconded by Commissioner Niedermayer. On a roll call vote, the resolution was unanimously adopted 5-0. This resolution authorizes the Board Administrator to enter into a two year contract on behalf of the Board with an appropriate vendor for the supply of electricity and gas. Booth confirmed contracts will not be signed until issues referenced above are addressed.

5. Matthew Orsini recommended selling the Bureau’s old copier machine, possibly through EBay. The Board agreed after a brief discussion.
6. Administrator Booth reported we are awaiting approval from Citi Bank regarding participation in the purchase card program under state contract.

New Business:

1. President Wesolowski reported the commissioners met briefly in Executive Session before the meeting to discuss a legal matter concerning litigation brought by the Estate of Timothy P. Murphy. Gregory McCloskey, the Board Solicitor recommended the Board review documents and pass a resolution authorizing McCloskey to sign waiver and consent judgment on behalf of the Board of Fire Commissioners which will settle the litigation.

Resolution:

Resolution 2011-01 “*Authorizing board Solicitor to Sign Waiver and Consent Judgment Filed on Behalf of the Co-Executors of the Estate of Timothy P. Murphy*” was offered on a motion by Commissioner Niedermayer and seconded by Commissioner Grant. On a roll call vote, the resolution was unanimously adopted 5-0.

2. Administrator Booth reported that the State approved the 2011 Budget allowing the Board to hold a Public Hearing on said Budget.

Public Hearing:

President Wesolowski opened the Public Hearing on the 2011 Budget at 8:15 p.m. Wesolowski stated that the purpose of this portion of the meeting is to consider any and all questions concerning said Budget.

There being no comments from the public, the Public Hearing for the 2011 Budget was then closed.

Resolution:

Resolution 2011-02 "*Adopting Approved 2011 Budget*" - Read by Title Only was offered on a motion by Commissioner Niedermayer and seconded by Commissioner Grant. On a roll call vote, the resolution was unanimously adopted 5-0.

**Meeting opened to public:**

Volunteer Fire Fighter/Training Officer John Swan Sr. thanked the Board for approving his request for assistance with the expenses associated with attending the FDIC.

Chief Ruggiano informed the Board that the owners of the McDonalds on Lenola Avenue plan to tear down existing structure and rebuild some time beginning in March of this year.

**Executive Session (Closed)**

**Board returned to Public Section of meeting:**

**There being no further business to come before the Board, by Proper Action, meeting adjourned at approximately 8:35 p.m.**

Respectively Submitted,

Elizabeth A. Booth  
Board Administrator