

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, Deputy Chief/Fire Official M. Orsini, and Battalion Chief DiPaolo.

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 22nd, 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 22nd, 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.

2020 Budget:

President Wesolowski asked Administrator Knobbs to review where we were in the approval process. Knobbs stated that the budget was approved by the State Division of Local Government Services on January 2nd, 2020 via email, and the physical copy was received on January 8th, 2020, allowing the Board to proceed with the public hearing and adoption of same. The total appropriations are proposed at \$1,434,906.00 with the amount to be raised by taxation at \$786,790.00.

Resolution 2020-01 *"Authorizing the Reading of the 2020 Budget by Title Only at the Public Hearing on January 9, 2020"* was read by President Wesolowski. There being no comments or

questions, the resolution was offered on a motion by Commissioner Niedermayer, seconded by Commissioner Humes. The resolution was adopted 5-0 on a roll-call vote.

Wesolowski	-Aye
Grant	-Aye
Niedermayer	-Aye
Humes	-Aye
Carruthers	-Aye

Public Hearing:

President Wesolowski opened the Public Hearing on the 2020 Budget at approximately 7:05 p.m. Wesolowski stated the purpose of this portion of the meeting is to consider any and all questions, comments and/or opinions concerning the 2020 Budget.

Commissioner Wesolowski asked the Commissioners if they had any questions, comments or opinions on the Proposed 2020 Budget. Hearing none, the meeting was opened to the public. There being no further comments from the public, the Public Hearing for the 2020 Budget was closed at approximately 7:07 p.m., and the Board proceeded with the adoption of the Budget.

Resolution 2019-02 *“2020 Adopted Budget Resolution”* was read by President Wesolowski. There being no comments or questions, the resolution was offered on a motion by Commissioner Grant, seconded by Commissioner Carruthers. The resolution was adopted 5-0 on a roll call vote.

Wesolowski	-Aye
Grant	-Aye
Niedermayer	-Aye
Humes	-Aye
Carruthers	-Aye

Minutes:

On a motion by Commissioner Carruthers, seconded by Commissioner Grant, the minutes of the December 4, 2019 regular meeting were approved 5-0.

Chief’s Report:

Report was presented by Chief Grant.

1. Reports for the year 2019 were posted on the board and submitted.
2. See report for other particulars.
3. Chief noted that an electrician will be coming out to install a circuit on the generator so that the IamResponding computer will not be affected each month when the generator test is performed.
4. Gear has been ordered, expecting delivery beginning of March 2020.

Chief's Assistant Report:

Report given by Chief Grant. In addition to normal duties, there were six new pagers purchased and the assistant is in the process of programming and distributing same.

Captain's Report:

Deputy Chief DiPaolo gave the following report for the month of December prepared by Captain Walter Fox:

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. Report was submitted and filed.

Fire Official Report:

1. Provided the inspection totals.
2. Penalty totals for the month were provided as well as False Fire Alarm Notices issued.

Rental Manager's Report:

Hall Manager Orsini gave the following report for December:

1. There were six affairs held during the month.
2. There were approximately forty-five inquiries via email and telephone.
3. There was one booking during the month for 2020.
4. Security deposits are scheduled to be returned.
5. Painting of the hall is scheduled the first week of February 2020.

Squad Report:

Administrator Knobbs reported that there are no new financial reports.

Bills:

The Statement of Expenditures, listing of bills to be paid in January 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 Carruthers, seconded by Commissioner Grant to pay the January bills and any regular bills that come in was approved by the five commissioners present.

Commissioner Grant abstained on bills relating to Chief Grant, and Commissioner Carruthers abstained on bills relating to the Bureau of Fire Prevention.

Communications:

1. Annual CEPA letter was distributed in December. Knobbs discussed the letter and advised the board that in addition to the salaried employees, all of the firemen were given a copy and signed for same.
2. 2020 Budget letter that was sent on 12/10/19 that was discussed during the budget hearing.
3. Administrator Knobbs discussed the three advertisements that were placed in the Burlington County Times. They were the advertisements for Public Hearing for the Budget, the Vote by Mail advertisement, and the Commissioners Election Notice covering the Petition acquisition and the date for the election as well as the date for the reorganization meeting. Knobbs noted that the Vote by Mail advertisement covers both districts and was published this year by District #1.
4. Copy of the 2020 Holiday Schedule is in the drop box.
5. Copies of all stipend letters and incentive checks are in the drop box.

Old Business:

1. Fire Official, UFD Appeal- Administrator Knobbs reports that there is nothing new, still waiting for Pension Board action.
2. Encumbrances – Administrator Knobbs reviewed the encumbrances that were discussed at the December meeting. Knobbs stated that the \$50,000 for the UFD Employer portion was not included in the motion last month, although it was discussed. Motion by Commissioner Niedermayer, seconded by Commissioner Humes to encumber the \$50,000 was approved by the five commissioners present.

New Business:

- 1- Annual Scheduled Meetings- President Wesolowski stated that the proposed schedule looks good. One question is the January meeting and if the Chief's Dinner will again be a conflict. Chief Grant will email the Chief's and advise Administrator Knobbs of the date. If it is a conflict, the Meeting date for January will move to Thursday January 7th, 2021.
- 2- Memorial Service for Jeff Swan- President Wesolowski stated that there will be a memorial service on Sunday January 26th from 12:00 to 4:00 p.m. President Wesolowski asked that the board send a planter for the service. All commissioners agreed.

Meeting opened to the public:

Chief Grant stated that there was a thank you card sent to the Commissioners for the flower arrangement that was sent for the death of his and Commissioner Grant's father. He stated that the family was impressed by the arrangement and it is still being displayed at their mother's residence.

January 9, 2020

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

There being no further business to come before the Board, by Proper Action, meeting adjourned at 7:27 p.m.

Respectfully Submitted,

Stephen W. Knobbs
Board Administration