

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 Orsini, Battalion Chief DiPaolo and Administrator Knobbs.

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.

Minutes:

On a motion by Commissioner Niedermayer, seconded by Commissioner Humes, the minutes of the May 1, 2019 regular meeting were approved 5-0.

A fire call was dispatched and Chief's Grant, Orsini and DiPaolo left the meeting. Administrator Knobbs gave the Chief's report, Chief's assistant report, Captain's report and Fire Officials report. All reports were submitted in writing prior to the meeting and were contained in the Commissioners Drop Box.

Chief's Report:

1. Reports for June 2019 were posted on the board and submitted.
2. See report for other particulars.
3. Knobbs advised the board that the only other item was being brought up under New Business.

Chief's Assistant Report:

In addition to the regular duties, the assistant fixed an issue with the oxygen sensors on the multi-gas meter. Installed new firmware on same.

Captain's Report:

See written 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. Report was submitted and filed.

Fire Official Report:

See written 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 June:

1. There were 11 affairs held during the month.
2. There were approximately fifty-five inquiries via email and telephone.
3. There were three bookings during the month for 2019 and two for 2020.
4. Security deposits are scheduled to be returned.

Squad Report:

Administrator Knobbs reported that there were no reports submitted.

Bills:

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

Commissioner Carruthers abstained on all invoices relating to his position as a Fire Inspector employed by Fire District 1.

Communications:

Administrator Knobbs stated that there is a copy of the subscription renewal for IamResponding in the drop box. The payment of same was approved in the bills to be paid.

Old Business:

1. 2018 Audit- Knobbs reported that this is still ongoing. The Division of Local Government Services anticipates the Division of Pensions and Benefits will release the GASB75 report by June 15, 2019. The Division is granting an extension, for all audits, of 45 days from the date of issuance of the report. Due to this extension, Ed Paul stated that he has put our audit aside until he receives that report from the state, as he cannot proceed without it.
2. Fire Official, UFD Appeal- Administrator Knobbs reported that there is still no word on back payment adjustment figure. All other parts, accounts etc., are going fine.
3. Exterior Painting project: Knobbs stated that the painter was in on Monday and met with Bill Ruggiano to go over the paint colors and was advised of the addition of the shed to the painting requested. Painter will provide an updated quote for the painting of the shed and the color changes. Pending weather adjustments to the schedule, he is expected to start mid-month

New Business:

1. Parking Lots Project- Administrator Knobbs introduced the parking lots project. He stated that the cracks in both parking lots were getting bad. He stated that American Asphalt and Triboro Paving to give quotes for crack filling of both lots for this year, and asked for budget numbers for seal coating and restriping of both lots for next year. For the crack filing portion, American Asphalt quoted \$1,950.00. Triboro was \$3,760.00. Commissioners Wesolowski and Grant questioned if American Asphalt quote included both lots. Knobbs assured the commissioners that the quote did include both. Grant also asked if it was normal for the cracks to be appearing as it didn't seem that long ago that the firehouse lot was repaved. Knobbs stated that it had been three years. Wesolowski added that the parking lot had a mat placed under a portion to try and control the cracks, but that they were still appearing to some degree. Motion by Commissioner Grant, seconded by Commissioner Carruthers to proceed with the crack filling by American Asphalt was approved by the five commissioners present.
2. Shared Services Agreement- Administrator Knobbs advised the board that after last month's Executive Session, the Shared Services Committee met and Knobbs proposed the solution to the Orsini PFRS Pension that was approved by our board. The committee agreed that Fire District #1 will continue to contribute at the PERS rate until 2022, when they will commence with paying the full PFRS rate based on Orsini's 2020 salary. Knobbs also stated that he and Administrator Chesner sat down on July 8th and reviewed the agreement in its entirety. Knobbs

referred the commissioners to the drop box and went over the changes to the agreement. Most changes were spelling and grammar changes. He stated that they also made changes to the property section to properly reflect the vehicles now in use by personnel. Also added the 1999 Chevy Blazer as a shared vehicle with all expenses to be shared according to the current fee schedule, along with the added language for reimbursement of personnel for mileage when their personnel are required to use their personal vehicle.

At 7:28 p.m. the Chief's returned to the meeting.

3. Air Bag Purchase- Chief Grant requested permission to purchase the air bags that was included in the budget. Wesolowski asked if the quote we received during the budget had been refreshed. Chief stated that it had. There was \$10,000.00 budgeted and he is expecting to come well within that figure for the air bags and accessories. Commissioner Niedermayer asked what happens with the old ones. A discussion ensued about liability issues since the air bags are past their useful life "date". The airbags could be used as ground pads. Motion by Commissioner Carruthers, seconded by Commissioner Humes to approve the purchase, not to exceed \$10,000.00 was approved by the five commissioners present.
4. BFP Copier- Knobbs introduced this project. He stated that the copier is the big copier/scanner/printer that is in the bureau office. The current machine is still under a current lease until next October. It is getting rundown. Cannon was contacted about a possible replacement and they submitted a proposal for a new copier. Under their proposal, they would buy out the existing lease and provide us with payment for the remainder of same. They would store the current machine until the return date. The new payment would include more copies per month, over the existing plan. It also is for a five-year fixed payment. The old agreement did not include many copies under the main agreement and the overage costs were increased each year. Knobbs directed the commissioners to the drop box where a copy of the cost comparison was contained. Wesolowski asked how the new payment compares to what we currently pay. Knobbs again pointed to the comparison. The new agreement is cheaper. Knobbs also discussed the payments and how the payments to Standard are to be processed. Commissioner Grant made a motion to proceed with the new copier from Canon and authorized Knobbs to sign the agreement. Motion was seconded by Commissioner Humes and approved by the five commissioners present.

President Wesolowski asked if any of the Chief's had anything to add to their reports that were presented earlier in their absence. Chief Grant thanked the board for the purchase of the new boots. He stated that they had been received and were being distributed. He also stated that the officers had a meeting with a gear vendor and are proceeding with their fact finding on same. He lastly stated that he met with Police Chief Lieber, and that after some issues had been ironed out with the Prosecutors Office, they are prepared to continue on with the training.

Chief Grant stated that the January 2020 Chief's meeting is going to be on Wednesday the 8th. He stated that this will be a conflict with the Commissioners meeting. Administrator Knobbs stated that he had already taken that into consideration on the published Meeting Schedule and the Commissioners Meeting was changed to Thursday, January 9th, 2020. Commissioner Grant confirmed same. Chief Grant will obtain a written request from the Chief's Association.

July 10, 2019

Motion by Commissioner Carruthers, seconded by Commissioner Humes to allow the hall use on January 8th, 2020 was approved by the five commissioners present.

Meeting opened to the public:

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 7:53 p.m.

Respectfully Submitted,

Stephen W. Knobbs
Board Administration