

March 2, 2011

The Reorganization 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 Administrator Booth.

All Commissioners with the exception of Commissioner Grant were present. Also in attendance were Chief Ruggiano, Deputy Chief Rob Grant, Hall Manager Mathew Orsini, Chief Joe Sheilds, Training Officer John Swan Sr. and Administrator Booth.

Nominations:

Administrator Booth handled the nominations of officers for 2010-2011. Commissioner Wesolowski was nominated for the office of President by a motion from Commissioner Niedermayer, seconded by Commissioner Maahs. The motion for Commissioner Wesolowski for the office of President was carried by the four Board members present.

Commissioner Grant was nominated for the office of Vice President by a motion from Commissioner Niedermayer, seconded by Commissioner Maahs. The motion for Commissioner Grant for the office of Vice President was carried by the four Board members present.

Commissioner Niedermayer was nominated for the office of Secretary by a motion from Commissioner Wesolowski, seconded by Commissioner Maahs. The motion for Commissioner Niedermayer for the office of Secretary was carried by the four Board members present.

Commissioner Maahs was nominated for the office of Treasurer by a motion from Commissioner Wesolowski, seconded by Commissioner Lieber. The motion for Commissioner Maahs for the office of Treasurer was carried by the four Board members present.

Reorganization Resolutions:

Resolution 11-04 "*Appointing an Auditor*" was offered on a motion by Commissioner Niedermayer, seconded by Commissioner Maahs. There being no questions, the resolution was adopted by the four Board members present on a roll call vote.

Lieber	-Aye
Niedermayer	-Aye
Maahs	-Aye
Wesolowski	-Aye
Grant	-Absent

Resolution 11-05 "*Appointing a Solicitor*" was offered on a motion by Commissioner Niedermayer, seconded by Commissioner Maahs. There being no questions, the resolution was adopted by the four Board members present on a roll call vote.

Lieber	-Aye
Niedermayer	-Aye

Maahs -Aye
Wesolowski -Aye
Grant -Absent

Resolution 11-06 “*Appoint Official Newspaper of the District*” was offered on a motion by Commissioner Niedermayer, seconded by Commissioner Maahs. There being no questions, the resolution was adopted by the four Board members present on a roll call vote.

Lieber -Aye
Niedermayer -Aye
Maahs -Aye
Wesolowski -Aye
Grant -Absent

Notice of Annual Scheduled Meetings:

A motion by Commissioner Niedermayer, seconded by Commissioner Maahs to approve the 2011-2012 Notice of Annual Scheduled Meetings for publication was approved by the four Board members present.

Minutes:

On a motion by Commissioner Niedermayer, seconded by Commissioner Maahs, the minutes of the February 2, 2011 meeting were unanimously approved by the four commissioners present.

Chief’s Report:

1. Reports for January and February were submitted by Chief Ruggiano and filed.

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: No problems reported.
5. Truck 3135: No problems reported.
6. A new step tailgate was installed on 3138.
7. Fuel used:

<u>Squad</u>	<u>Fire Co</u>	<u>Other</u>	<u>Total</u>
217.8G	66.8G	5G	289.6G

8. Chief Ruggiano informed the Board that the step tailgate was purchased and installed with Dedicated Penalty monies.
9. Report submitted and filed.

Hall Rental Chairman’s Report:

Matthew Orsini gave the following Hall Rental Chairman Report:

1. There were no paying affairs scheduled during the month of February. There were approximately 40 inquiries via email and telephone. Five bookings were made during the month for the calendar year 2011. There are three affairs scheduled for the month of March.
2. Updated calendar is posted in lounge.

Squad Report:

1. EMS Chief Joe Sheilds gave report.
2. During the month of January the Squad responded to 114 EMS calls and 15 Fire calls for a total of 129 calls.
3. Financial Report submitted and filed.

Bills:

The Statement of Expenditures, listing the bills to be paid in March, 2011 was provided to the Board members for review prior to the meeting. Bills received after the Statement of Expenditures was prepared were read by Administrator Booth at the meeting. Administrator Booth commented on a few of the bills being presented for payment.

President Wesolowski asked Administrator Booth about the De Lage Landen invoice. Administrator Booth stated that the invoice was for the lease payment for the new copier for the Bureau of Fire Prevention.

There being no further questions on the bills, a motion by Commissioner Niedermayer, seconded by Commissioner Maahs to pay the following bills and any regular bills that come in was approved by the four commissioners present.

(List of bills paid in February are available upon request)

Commissioner Maahs abstained on all C. Maahs Knobs' invoices.

Commissioner Grant abstained on all R. Grant invoices.

Communications:

Administrator Booth discussed the following communications:

1. The 2011 Moorestown Fire District No. 2 Budget Election Results Certification and a copy of the Fire District Election Ballot were sent to the Bureau of Authority Regulation on February 24, 2011.
2. Letter sent on February 24, 2011, on behalf of the Board, to Margaret M. Nuzzo, County Tax Administrator Certifying the Amount to Be Raised by Taxation (\$683,265.00). The Moorestown Tax Assessor, Director of Finance and the Tax Collector were copied on letter. Booth stated the first of three installments from the Township (\$227,755.00) was received.
3. Received a request from the Moorestown Home and School Association for use of the hall on April 27, 2011 during the same hours as the school board election for a "mock" election to be

held for children in grades Kindergarten through 8th grade. President Wesolowski stated the school board election location was moved from the Recreation Center to the Lenola Memorial Hall this year. Wesolowski asked Administrator Booth to contact Patricia Hunt to determine if there is a regulation that would prohibit having this “mock” election at the same time/location as the school board election.

President Wesolowski discussed the following Communications:

1. Received a request from Dan Sheilds, sent on behalf of his brother’s in-laws to use the Lenola Memorial Hall for a bridal shower on either Sunday, June 12 or Sunday June 26. The affair would last four to five hours with less than 100 people attending. Brief discussion ensued. A motion by Commissioner Maahs, seconded by Commissioner Niedermayer was approved by the four commissioners present granting use of the hall for above referenced event at a cost of \$500.00 with the family responsible for both set-up and clean-up.
2. Received a request from Mathew Orsini to use the Lenola Memorial Hall for his son’s birthday party on Sunday, April 10. A motion by Commissioner Niedermayer, seconded by Commissioner Maahs was approved by the four commissioners present granting use of the hall to the Orsini Family on Sunday, April 10, 2011.

Old Business:

1. President Wesolowski mentioned that during the last meeting, the Board discussed making information such as meeting dates, public notices, meeting minutes and budget information available to the public vial a webpage. At the time, the Board was considering using the Lenola Volunteer Fire Company website to display information. After further thought, Wesolowski suggested the Board consider establishing their own website to display public information with a link to/from the Lenola Volunteer Fire Company website. Administrator Booth stated Matthew Orsini has created a draft webpage for the Moorestown Fire District No. 2 and would maintain said website if approved by the Board. There would be a cost for a domain name and a monthly fee (approximately \$5.00 per month). Brief discussion ensued.

Resolution:

Resolution 11-07 “*Establishing an Official Website of the District*” was offered on a motion by Commissioner Niedermayer, seconded by Commissioner Maahs. There being no questions, the resolution was adopted by the four Board members present on a roll call vote.

Lieber	-Aye
Niedermayer	-Aye
Maahs	-Aye
Wesolowski	-Aye
Grant	-Absent

2. Administrator Booth reported a two year contract was signed with Next Era to provide electricity to both the Fire House and the Fire Prevention building. An energy analysis showing projected savings was provided to the members of the Board. Booth also informed

the Board that a natural gas contract has not yet been signed due to a discrepancy between actual natural gas therm usage and the usage reflected on the contract.

3. In response to a question from Commissioner Lieber from the last Board meeting, Administrator Booth reported on the status of the Energy Funds Project. Booth stated she received an email from Chris Schultz, Township Manager stating that this item is on his “To Do” list however, he is working on other projects right now and will not get to this for a few more weeks. He also mentioned he will check with his contact to determine if funds can be used for the Fire District if the Township permits.
4. Administrator Booth provided a status on the implementation of the Purchase Card program. Booth met with the Citi Bank implementation team to begin setting up program. The annual limit for the credit card is \$192,000.00. We will be working on establishing transaction and card limits as well as merchant code restrictions. We hope to receive the cards at the end of March or early April. Booth mentioned she will be gathering security related information at the end of the meeting from the card holders.
5. President Wesolowski stated he has not received a report regarding the progress on the New Albany Road drainage issue. Chief Ruggiano mentioned that there was a gentleman at the site today conducting a survey. Wesolowski added that he noticed that the storm water inlets along New Albany road were assigned a number which may be related to this project/issue.
6. President Wesolowski requested to meet with Commissioner Lieber, Board’s Buildings and Grounds contact during the next month to review the Solar proposals and identify various options to be further discussed by the Board. The Board agreed.

New Business:

1. Brief discussion ensued regarding the closing of the Main Street Bridge, CR537, which crosses over Route 73 connecting Moorestown and Maple Shade. The exit ramps off Route 73 North and South will remain open for now but at some point during the bridge closure they will be closed for reconstruction work.

Meeting opened to public:

Chief Ruggiano asked the Board to request an updated street and water main map (including fire hydrants) from the Township Engineers for all of Moorestown and also specifically for Fire District No. 2. This would be used for locating streets and for training purposes. President Wesolowski asked Administrator Booth to contact Chris Chesner from Fire District No. 1 to see if they also need an updated map. Wesolowski will then contact someone within the Township to request map.

There being no further business to come before the Board, by Proper Action, meeting adjourned at approximately 7:45 p.m.

Respectively Submitted,

Elizabeth A. Booth
Board Administrator