

## **May 5, 2010**

The regular meeting of the Board of Fire Commissioners, Fire District No. 2 held on the above date, was called to order at 7:00 pm by President Wesolowski. All Commissioners except Commissioner Lieber were present. Commissioner Lieber was attending an Emergency Management Conference in Atlantic City.

Others present included Chief Ruggiano, Rob Grant, Greg McCloskey (Solicitor) and John Swan Sr.

President Wesolowski called for a salute to the flag and a moment of silence.

President Wesolowski asked if the members received and reviewed the minutes of the preceding meeting. The commissioners stated they had. No additions or corrections were noted. A motion by Commissioner Niedermayer, seconded by Commissioner Maahs to approve minutes was unanimously approved.

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

1. Chief thanked the Board for the opportunity to attend the FDIC Conference. He said it was a great conference and everything went well (including the use of the credit card). Chief mentioned he provided a FDIC Conference expense report to Administrator Booth.
2. Chief also mentioned he took the opportunity to look around during the conference for a device to address a challenge they have been experiencing with opening vehicle hoods during a fire. At the Holmatro Booth he found a used portable "combi tool" to be used for this purpose. The tool new is worth \$10,000.00 and after negotiating with representative from Holmatro they agreed on a price of \$5,000.00 (includes lithium battery and charger). The tool would be purchased using dedicated penalty monies. A demonstration of the tool will be on May 24 at which time they would determine if it will address their needs.
3. Chief further mentioned, with the funding from the Board along with the discounts received, we should be fine with the air packs including the new brackets. Chief mentioned new brackets need to be installed on the trucks to hold the new air packs since the bottles are a different circumference. Chief met with a representative from Scott while at the FDIC Conference. The representative assured him that if we have a problem he would come to the station and assist in the installation of the brackets. Commissioner Grant asked if we had any idea when we will be receiving the air packs. Chief replied he does not yet know when they will be received but the order is moving along.
4. Report submitted and filed.

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

1. Chief Ruggiano gave report.
2. All Trucks were checked and are operational.
3. In truck 3133, the driver side headset was replaced.

4. In truck 3135, the Fire Com system is now complete and working. Chief Grant tested and found no problems.
5. In Truck 3138 a fuse for the trailer lights was replaced and a remote bell gauge line on spare air pack #11 was replaced.
6. Fuel used:
 

<u>Squad</u>	<u>Fire Co</u>	<u>Total</u>
212.1G	131.5G	343.6G
7. Report submitted and filed.

**Hall Rental Chairman Report:**

1. President Wesolowski read the Hall Report. During the month of April, there were five paying affairs and one non-paying affair scheduled. There were approximately 50 inquiries via e-mail and telephone. We received one booking during the month for the calendar year 2010.
2. All security deposits are scheduled to be refunded and there will be five cleanings paid for in the month of April. Updated dates are posted in the lounge.
3. The baby changing table has arrived and will be installed soon.
4. A request for a refund was received in time according to the contract from MC Association of the Americas for the date of 8/7/2010. This information was passed along to Liz Booth for processing.
5. Report submitted and filed.

**Squad Report:**

A representative from the squad was not in attendance. No report presented.

**Bills:**

The bills to be paid in March were read by Administrator Booth.

Booth mentioned a request for payment from the State of New Jersey, Department of Labor and Workforce Development for charges dating back to 1999 was received. She will research issue to determine if payment is due.

President Wesolowski asked if there were any questions regarding any of the bills.

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

(A list o bills paid in May is available upon request.)

Maahs abstained on all C. Maahs Knobbs' invoices.

**Communications:**

1. Commissioner Maahs received a formal letter from the High School regarding a previously discussed request for the use of the hall. The date has already been approved and reserved.
2. Administrator Booth received letter from American Zurich Insurance Company regarding receipt of the Employer's First Notice of injury for Andrew Nims.

### **Old Business:**

1. Administrator Booth mentioned it has been approximately 90 days since new accounts at Susquehanna Bank were open and all current checks written from Wachovia and TD Banks have cleared allowing the Board to now close these accounts. A motion by Commissioner Niedermayer and seconded by Commissioner Grant to close two accounts at Wachovia and one at TD Bank was unanimously approved.
2. Administrator Booth mentioned a Notification of Withdrawal of Request For Public Assistance was filed on behalf of Moorestown Fire District No. 2 due to cost of snow removal being below FEMA's required minimum amount of \$1,000.00.
3. Administrator Booth discussed the quote received from Brown & Brown Insurance for Property, Automobile, General Liability, Accidental Death & Dismemberment and Umbrella Coverage for Moorestown Fire District No. 2 (5/1/2010 through 5/01/2011). The quote is for \$26,033.00 which is \$3,698.95 less than the previous year. The decrease is primarily attributed to removing the Emergency Squad as named insured (excluding medical runs) and a "soft" insurance market offset by an increase in total insured property values (i.e, increase in value of contents in bldgs.) Booth also mentioned the Board has the option to purchase \$10,000.00 of Off Duty Accidental Death and Dismemberment insurance for both the paid career employees and active volunteers for an additional premium of \$207.00. Brief discussion ensued. A motion by Commissioner Maahs and seconded by Commissioner Niedermayer to add Off Duty Accidental Death and Dismemberment Insurance for the paid career employees and active volunteers for an additional \$207.00 in premium was unanimously approved.

The Board also discussed the "Agreed Values" to be used in determining the appropriate insurance coverage on the Trucks. A motion by Commissioner Grant and seconded by Commissioner Niedermayer to raise the "Agreed Values" of the 2007 Ariel Truck to \$1,050,000.00, the 2001 Pumper to \$560,000.00 and the 1991 Squirt to \$600,000 for approximately \$812.00 in additional premium was unanimously approved (additional premium amount is estimated).

4. Commissioner Grant mentioned she spoke to Matthew Orsini regarding installing the baby changing table. Matt said it will be installed within the next two weeks. Commissioner Grant assured the Board it will be in place by the next Board Meeting.
5. President Wesolowski mentioned we are still waiting to hear from the Department of Personnel concerning the Fire Prevention Title. He further mentioned Matthew Orsini made an inquiry and it appears this process could take an additional 3 to 7 months.
6. President Wesolowski provided a status of an item discussed at the previous Board Meeting in reference to the balances of each of the reserves. Wesolowski mentioned Administrator Booth met with Ed Paul, our auditor to discuss the questions raised and he

and Booth will be meeting next week to discuss findings. Wesolowski further mentioned the information will be shared with the Board at the next meeting.

7. President Wesolowski also mentioned we should soon hear from Ed Paul concerning the decision from the Local Finance Board on the air packs.

**New Business:**

1. Commissioner Grant discussed repairing the handle of the Beverage Box. She inquired as to when the Beverage Box was purchased. President Wesolowski stated it was brand new and therefore should still be under warranty. Commissioner Grant mentioned either she or Matthew Orsini will call the vendor to have the Beverage Box repaired.
2. Commissioner Grant discussed the area around the Fire House where the shrubs were removed last year (with the intention of planting something in the spring). She asked if there were any plans for the area. President Wesolowski mentioned he took some measurements around the building and wanted to discuss options with the Board. Wesolowski recommended we ask the Township's Landscape Architect to see if she would assist us in selecting what to plant around the building. Brief discussion ensued. The Board agreed to ask if the Landscape Architect would assist in this project.
3. Administrator Booth mentioned we have 5 checks that were not presented to the bank for payment. The checks were issued back in March, 2002 through March, 2009. Since the operating account at Wachovia is being closed, Booth recommended these checks be cancelled and treated as miscellaneous revenue of the Fire District No. 2. Resolution 10-08 "Authorizing the Cancellation of Checks" was read. There being no questions, a roll call vote to adopt Resolution 10-8 was unanimously approved:

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

**Meeting opened to public:**

John Swan thanked the Board for the opportunity to attend the FDIC Conference.

Chief Ruggiano asked if the Board or the Fire Company pays for the surety public official bond for Stephen Knobbs mentioned under Bills/Communications. President Wesolowski and Commissioner Grant stated that the Board agreed to pay for these bonds. A question was raised regarding the bond for Virginia Konecsny. Since she holds a "financial" position with the Fire Company she too should have a surety public official bond. The bond for Konecsny was inadvertently cancelled when Timothy Murphy's bond was cancelled. Administrator Booth will contact Brown and Brown to reinstate her bond.

**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 8:15 p.m.**

Respectively Submitted,

Elizabeth A. Booth  
Board Administrator  
Malin and Murphy Financial Services