

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.

Three Commissioners were present. Commissioner Carruthers had a prior engagement, and Commissioner Grant had a family emergency. Also, in attendance were Chief Robert Grant, Deputy Chief/Fire Official Orsini, Battalion Chief DiPaolo and Chief's Assistant B. Wesolowski.

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 Humes, seconded by Commissioner Niedermayer, the minutes of the October 9, 2019 regular meeting were approved 3-0.

On a motion by Commissioner Niedermayer, seconded by Commissioner Humes, the minutes of the October 9, 2019 Executive Session were approved 3-0.

On a motion by Commissioner Niedermayer, seconded by Commissioner Humes, the minutes of the October 16, 2019 Budget Workshop meeting were approved 3-0.

On a motion by Commissioner Humes, seconded by Commissioner Niedermayer, the minutes of the October 23, 2019 Budget Workshop meeting were approved 3-0.

Chief's Report:

Report was presented by Chief Grant.

1. Reports for October 2019 were posted on the board and submitted.
2. See report for other particulars.
3. Ladder 3135 had a receptacle installed. Chief thanked the Commissioners for same.
4. Rescue 3132, the Command Zone problem has not yet been resolved. The new board was bad right out of the box. Glick is due back to repair same.
5. Chief requested information on the spending of funds next year for the new gear. Chief was informed that payment must be made after the Budget passes the voter approval in February. He may order same with the understanding that payment must be held until after the election and certification of the vote on February 15th, 2020.

Captain's Report:

Deputy Chief DiPaolo gave the following 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. Reported that all ground ladders were tested and passed. The hose was tested and we had the following hose fail:
 - 1 length of 3 inch
 - 1 length of 4 inch
 - 3 lengths of 1.75 inch
4. Report was submitted and filed.

Chief's Assistant Report:

Chiefs Asst. Wesolowski reported that in addition to the regular duties, he worked on the ground ladder and hose testing.

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.
3. Fire Prevention Open House was October 11th, it was very well attended.
4. Reported that there were approximately 20 school visits with the last one being completed today. Still have station visits to complete throughout the remainder of the year.
5. Reported that until further notice, Inspector Askenstedt will be out. He was injured at a Bordentown incident and may have a torn rotator cuff. President Wesolowski asked if this will affect the office completing its inspections for the remainder of the year. Orsini stated that he did not believe so, but Inspector Mann will be delayed in starting his False Fire Alarm project.

Wesolowski stated that if we need to bring someone in part-time until his return, we can revisit this matter.

Rental Manager's Report:

Hall Manager Orsini gave the following report:

1. There were 6 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 2019 and seven for 2020.
4. Security deposits are scheduled to be returned.

President Wesolowski asked if there was a comparison done for where we are this year as compared to last year for future bookings. Orsini stated that he had not done one as yet.

Squad Report:

No report.

Bills:

The Statement of Expenditures, listing of bills to be paid in November were provided to the Board members for review prior to the meeting. 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 Niedermayer, seconded by Commissioner Humes to pay the November bills and any regular bills that come in was approved by the three commissioners present.

Communications:

Administrator Knobbs stated that in the drop box there is a copy of the Audit Synopsis letter to the State that we are required to send along with proof of publication of same. Also, in the drop box is a copy of the audit results from the NJM Workers Comp audit. Knobbs stated that the first page is the initial audit findings that showed we owed \$18,583.00. Knobbs stated that he spoke with the NJM Auditor and after discussion he rescinded his original finding and we are due a refund of \$5,278.00.

Old Business:

1. Fire Official UFD- Administrator Knobbs advised that there is a copy of the letter that our Solicitor wrote to Pensions concerning the bill we received and discussed at the October meetings. Knobbs also stated that he spoke with our auditor. We will encumber the \$50,000 that is in this year's budget to pay the employers portion that will be due after the completion of this process. Knobbs does not expect this to be resolved this year.

2. Attorney Replacement- Knobbs stated that there is a copy of a draft business agreement between the Board and Christopher Costello. This has been reviewed by our current solicitor and after minor alterations, this was what was settled on by all parties. Knobbs stated that the new solicitor will be at our December meeting and we will pass a resolution appointing him as of January 1, 2020 until the reorganization meeting. At that time, we will also sign the business agreement.
3. Wash Bay Heater- Knobbs stated that the HVAC contractor is scheduled for the following week to install the new heater. There was a problem with the first replacement unit that appeared to be damaged in shipping.
4. Hall Entrance Wall- Administrator Knobbs stated that the wall has been scheduled for next week also.
5. 2020 Budget Process- Knobbs stated that the budget process is moving forward. He stated that the changes that were discussed at the last budget meeting were incorporated. He also stated that some minor number changes were made as we now have firm numbers on some categories that were approximated previously. With all that being done, Knobbs stated that with a small increase in funds being used from Unrestricted Reserves to support the 2020 Budget, we would be able to keep our amount put into reserves for future acquisitions at \$50, 000. We would still be under the 2% cap and the tax rate would still be at a One-tenth of a cent increase. Knobbs reviewed the State Budget forms and stated that a completed State Budget Packet would be available for the Commissioners review at the next meeting.

New Business:

Commissioners Salaries- President Wesolowski stated that this was a process that is done each year, passing a resolution setting the Commissioners Salary for the upcoming year and then it is sent to the Township where a resolution adopting same is passed by Town Council. Wesolowski introduced and read *Resolution 2019-13*.

**BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2
TOWNSHIP OF MOORESTOWN**

RESOLUTION 2019-13

ESTABLISHING THE SALARIES OF THE MEMBERS OF THE BOARD OF FIRE COMMISSIONERS FOR THE FISCAL YEAR JANUARY 1, 2020 THROUGH DECEMBER 31, 2020.

BE IT RESOLVED by The Board of Fire Commissioners of Moorestown Fire District Number 2, located in Moorestown Township, County of Burlington, State of New Jersey, that each member of the Board of Fire Commissioners shall receive compensation in the sum of \$2,500.00 annually; said amounts to be paid by the Board of Fire Commissioners at such time or times and in such installments during the year as the Board shall determine best.

BE IT FURTHER RESOLVED that this Resolution shall apply to the fiscal year beginning January 1, 2020 and ending December 31, 2020.

BE IT FURTHER RESOLVED that the terms of this Resolution be subject to the review of the Township Council of the Township of Moorestown, County of Burlington, New Jersey, pursuant to N.J.S.A. 40A:14-88 by virtue of which the Resolution is adopted.

ADOPTED at a meeting of the Board of Fire Commissioners, Fire District No. 2 on November 6th, 2019.

RECORDED VOTE:

	(Wesolowski	(
	(Niedermayer	(
AYES	(Humes	
		NAYS (
		ABSTAINED (
		ABSENT (Grant
		(Carruthers

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 7:33 p.m.

Respectfully Submitted,

Stephen W. Knobbs
Board Administration