

Minutes

The first of two 2020 Budget Workshop Meetings 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 President Wesolowski.

Five Commissioners were present. Also, in attendance were Chief Grant, LVFC President Brian Wesolowski, F.O. 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.

Proposed 2019 Budget:

President Wesolowski stated this meeting is the first of two scheduled budget meetings. In an effort to give the public input into the budget process, Wesolowski added that the Board will allow comments and/or questions as each section is reviewed. The proposed budget was viewable on the overhead screen to allow the public to follow along with the discussion.

Wesolowski asked Administrator Knobbs to lead the general budget discussion. The following items were discussed:

- Current and projected Governmental Fund Balances through 2019
- Multi-year Capital Plan
- Budget Timeline

Knobbs then stepped through the Proposed 2020 Budget. Synopsis of the changes by category as compared to the prior year were provided. Discussion ensued with intermittent public comment.

Notable discussion items were as follows:

- 2020 Salaries: Administrator Knobbs stated the salary actions discussed during the October 9th Executive Session were incorporated into the 2020 Budget. It was noted that the proposed salary for Thomas DiPaolo was wrong. F.O. Orsini stated that DiPaolo was due to receive his longevity this year. Orsini also stated that he did not believe that Boren was entitled to longevity until next year. Knobbs stated that he would verify Boren's start date and changed the salary for DiPaolo to reflect the longevity.
- Administration: Overall Budget increased due to Salary and associated taxes & benefits, a \$250 increase in the Auditor's cost and a decrease of \$1,650 in insurance costs. Knobbs stated that the actual insurance figure is expected to be lower next year, however he was going on the recommendation of our agent to use worst case scenario.
- Cost of Operations & Maintenance-Salaries shows a 6.3% increase total. These were the salaries decided in the Executive session last week.
- Cost of Operations & Maintenance-Care & Maintenance: Decrease of \$1,100 due to removing tires cost for 3138.
- Cost of Operations & Maintenance-Repairs-Buildings & Grounds: Shows a decrease of \$3,300 (3.3%) due to the removal of last years Painting and roof projects (-\$26,700) and addition of Parking lots seal coating (\$12,000) and Recoating of the Hall Roof (\$12,150).
- Cost of Operations & Maintenance-Fire Equipment: Shows an increase of \$49,500 (162.3%) due to the purchase of replacement gear.
- Cost of Operations & Maintenance-Promotion (Hall): Increased by \$2,000 in the Soda category to account for increased purchases from Coke. (Mainly water costs).
- Oper App Offset with Rev-Bureau of Fire Prevention: Overall this category shows a decrease of \$35,829 due to removing the \$50,000 PFRS Pension that was included last year to pay back charges for M.O., offset by increases in Salary & Benefits and a small increase in copier/machine lease. The Intra-district billing for the Bureau of Fire Prevention was also discussed.
- Reserve for Future Capital Outlay and Post-Retirement Benefits: The 2019 Budget includes reserve contributions for these categories, \$25,000.00 and \$55,000.00, respectively. Reserve for Future was cut in half from last year to cover the gear purchase.
- Debt Service: Debt Service payment schedule was briefly discussed.
- Revenues: The following revenue items were discussed: Investment Income, Bureau of Fire Prevention Income, Intra-district Billing Revenue and Rental Hall Income.
- The 2019 Budget vs. Actual Expense Report was briefly discussed.

The Proposed 2020 Budget as discussed reflects total revenue of \$627,116, amount to be raised by taxation of \$787,329 and total appropriations of \$1,414,446. The preliminary amount to be raised by taxation increased \$14,663 or 1.9% over 2019. Current valuation estimate was used and it would result in an increase of one-tenth of a cent.

Knobbs also briefly discussed possibly painting the hall, he is still waiting for quotes to be received and hoped that the project could be paid for out of unexpended funds in 2019.

President Wesolowski concluded the budget discussion by asking the public if they had any additional questions or comments regarding the Proposed 2020 Budget. There were no further questions or comments.

New Business:

1. The annual allotment to assist the Lenola Fire Company Emergency Unit with replacing/refurbishing the ambulance was discussed. A motion by Commissioner Grant, seconded by Commissioner Niedermayer to assist the Lenola Fire Company Emergency Unit with replacing/refurbishing their ambulance in the amount of \$20,000.00 was approved by the five commissioners present.
2. Administrator Knobbs mentioned he will be working with LVFC President Brian Wesolowski regarding the processing of the incentive program payments. Motion by Commissioner Niedermayer, seconded by Commissioner Carruthers to pay the Incentive Program at the appropriate time. Motion was approved by the five commissioners present.
3. Administrator Knobbs discussed the bills to be paid. A copy was placed in the drop box prior to the meeting for the commissioners to review. There being no comments or questions on the bills, a motion by Commissioner Niedermayer seconded by Commissioner Grant to pay the bills was approved by the five commissioners present.

Meeting opened to the public.

Chief Grant asked if anyone knew the status of the Plymovent System. Administrator Knobbs stated that he is handling same and the exhaust fan on the roof is damaged internally. There is an entire new unit on order.

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

There being no further business to come before the Board, by Proper Action, meeting adjourned at 8:55 p.m.

Respectfully Submitted,

Stephen W Knobbs
Board Administrator