

October 17, 2012

2013 Budget Meeting

Properly advertised budget meeting was held on the above date at the Lenola Fire House. The meeting was called to order at 7:00 PM by President Wesolowski.

All Commissioners were present with the exception of Commissioner Lieber. Commissioner Lieber was detained at work. Also in attendance were Chief Grant, Hall Manager/Fire Inspector Matthew Orsini, LVFC President Brian Wesolowski, Retired Chief Ruggiano, Chief Joe Shields, Captain Dan Shields, EMS Personnel Brittany Swan and Administrator Booth.

President Wesolowski 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 28th, 2012 the Board Administrator transmitted the required notice to the Burlington County Times.

Additionally, on February 28th, 2012, the Board Administrator posted the required notice on the bulletin board, reserved for such notices, in the lobby of the Town Hall, 2 Executive Drive, Suite 9A, 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 on this date.

Lastly, written notice was posted on the official website, MoorestownFireDistrict2.com on March 7, 2012, filed with the Clerk of the Township of Moorestown on July 23, 2012 and mailed to each person who has requested copies of the schedule of meetings.

The Board Administrator has provided me with an affidavit, certifying that the aforesaid delivery and posting of notices were accomplished.

President Wesolowski called for a salute to the flag and a moment of silence after which he identified the emergency exits.

President Wesolowski mentioned all commissioners were provided a copy of the preliminary Budget for their review in preparation for this meeting. Wesolowski also mentioned that as the commissioners review the budget, he will open the discussion up briefly to the public for comment at the end of each section.

A lengthy discussion ensued Re: 2013 Preliminary Budget with intermittent public comment.

The following action steps were agreed to during the discussion:

- Revise Fire Equipment Budget Submission down to \$19,250.00 from \$20,750.00. Board recommended the purchase of an additional Fire Police radio utilizing 2012 Budget funds.
- Revise Utilities Budget Submission down to \$50,110.00 from \$52,110.00.
- Revised Insurance Budget Submission down to \$64,135.00 from \$65,135.00.
- Revise Hydrant Rental Budget Submission down to \$19,500.00 from \$20,000.00. Administrator Booth mentioned the 2013 Fire Hydrant Rental rates have not yet been received. The final rates are expected to be included in the 2013 budget by the next budget meeting.
- Revise Repairs – Bldgs & Grds Budget Submission up to \$45,837.50 from \$48,337.50. Board recommended the purchase of the snow blower utilizing 2012 Budget Funds.
- Revise Fire House Administration Expenses down to \$60,156.02 from \$61,156.02.
- Revise Hall Rental Expense Budget Submission up to \$61,690.41 from \$52,690.41, a net increase of \$9,000.00. Possible improvements to the Hall were discussed. Brief discussion ensued. The Board agreed to increase Hall expenses, specifically repairs and maintenance \$10,000.00 offset by a decrease of \$1,000.00 in the Wellness Program with the increase in repairs to be funded by the General Fund Reserve (\$10,000.00).
- Fund the 2013 Financial Advisor Expense included under Administration Budget Submission by utilizing the General Fund Reserve in the amount of \$5,200.00.

The Financial Assistance to the Squad was discussed. Chief Joe Shields and Captain Dan Shields joined the discussion informing the Board that they are running a deficit. Discussion ensued. The Board agreed to leave the financial assistance to the squad at \$20,000.00. Chief Joe Shields and Captain Dan Shields asked the Board to consider combining insurances in an effort to save money for both the Board and the Squad. The Board agreed to take suggestion into consideration.

The Incentive Program under Fire House Administration was discussed. LVFC President Brian Wesolowski joined the discussion. Discussion ensued. LFVC President Brian Wesolowski agreed to provide an analysis as to whether the increased incentive funding in 2012 improved volunteer response to calls at the request of Commissioner Maahs.

A motion by Commissioner Maahs, seconded by Commissioner Grant to purchase the snow blower with 2012 Budget funds was approved by the four commissioners present.

The “Items to Consider” were discussed:

- The Five Year Capital Plan was discussed. The Board agreed to include two questions on the 2013 Ballot to repave the Fire House parking lot and to purchase a Fire Official vehicle in 2014, both to be funded by reserves. Administrator Booth stated cost estimates are needed to include in budget questions.
- The purchase of six Apple iPads for Commissioners and Administrator in an effort to increase efficiency and productivity was discussed. Discussion ensued. The Board agreed to consider the purchase of six iPads if the funds are available in the 2012 Budget.
- Replacement of the hot water heater at the Fire Prevention House was discussed. The current system is over 20 years old. Brief discussion ensued. Cost is estimated to be approximately \$850.00. The Board agreed to purchase new heater with funds from the proposed 2013 General Repairs Budget submission when needed.
- Additional Expenses to address concerns when Central Dispatch is overloaded was discussed. President Wesolowski briefed the Board regarding his discussion with Karl Shelley, Moorestown Fire District No. 1 Board President. Brief discussion ensued. The Board agreed no action will be taken at this time.
- Replace/re-upholster damaged chairs were discussed. Estimates to re-upholster/replace chairs were received. The Board agreed no action will be taken at this time. As stated above, the Board agreed to increase Hall expenses, specifically repairs and maintenance \$10,000.00 to be funded by the General Fund Reserve to be used for hall improvements in 2013.
- Replacement of the lounge air conditioner was discussed. Estimate to replace air conditioner unit was provided. Chief Joe Shields and LVFC President Brian Wesolowski agreed to discuss with their respective Board and Officers to share in the cost of new air conditioner. (Approximately \$1,300.00 each).

President Wesolowski stated the budget numbers will be reviewed again and discussed at the October 24, 2012 meeting.

Meeting opened to public:

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

Executive Session

President Wesolowski announced that there was a need to meet in Executive Session to discuss personnel matters.

Resolution 2012-14 “Resolution Authorizing A Closed Executive Session” was read by President Wesolowski.

WHEREAS, N.J.S.A. 10:4-6 "Open Public Meetings Acts" of the State of New Jersey, generally requires that all matters of public bodies be opened to the public; and

WHEREAS, the "Act" also provides that a public body may be excluded from a public meeting in which it will discuss various specific subjects, as enumerated in the "Act" N.J.S.A 10:4-12 Paragraph B-6

RESOLVED, that the discussion of such subject matter in the Executive Session can be disclosed to the public at such time when the matters discussed have been resolved to the extent allowed by law.

The Resolution was offered on a motion by Commissioner Grant, seconded by Commissioner Niedermayer. The resolution was adopted by the four commissioners Present. The regular meeting was recessed at 8:30 p.m. to enter into an Executive Session.

The Executive Session started at 8:35 p.m. and was adjourned at 8:48 p.m.

Executive Session (Closed)

Meeting re-opened to the public.

There being no further business to come before the Board, by Proper Action, meeting adjourned at approximately 8:50 PM.

Respectfully Submitted,

Elizabeth Booth
Board Administrator