

Minutes

The second of two 2016 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 7:02 pm by President Wesolowski.

All Commissioners were present. Also in attendance were Chief Grant, Fire Official/Hall Manager Orsini, LVFC President Brian Wesolowski, Fire Prevention Specialist/Captain Thomas DiPaolo, Squad Member Andrew O'Donnell and Administrator Booth.

Wesolowski identified the emergency exits 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 6<sup>th</sup>, 2015 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](http://MoorestownFireDistrict2.com) on February 6<sup>th</sup>, 2015 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.

**Proposed 2016 Budget:**

President Wesolowski opened the discussion by stating this is the second of two Budget Workshops to discuss the 2016 Budget. Wesolowski also asked if the public has a question or comment anytime during the review of the budget to raise their hand and they will be recognized immediately. Wesolowski asked Administrator Booth to proceed with the 2016 Budget review.

Administrator Booth went on to discuss the revisions made to the preliminary proposed 2016 budget from the first budget workshop meeting on October 21<sup>st</sup>.

Notable discussion items were as follows:

- Increasing the 2016 Budget \$2,000.00 for additional Fire Prevention activities within the district discussed at the first budget workshop was further discussed. Discussion ensued. The Board agreed to increase this amount \$1,000.00 bringing the total to \$3,000.00 and including budget item in the Cost of Operations & Maintenance: Miscellaneous line item. The Board agreed to discuss this further in 2016.
- The new 700MHZ Public Safety Communications System Project to purchase portable radios in 2017 was discussed. Administrator Booth discussed the options to fund the purchase of the radios and required voter approval if we treat purchase as a capital acquisition using restricted funds. The Board agreed to consider these options and discuss further at the November or December Board meeting.
- Striping Fire Prevention parking lot for parking stalls were discussed. A motion by Commissioner Niedermayer, seconded by Commissioner Grant to stripe the Bureau parking lot for a cost of \$177.00 was approved by the five commissioners present.
- New Tires for the Chief Vehicle was discussed. The Board agreed to encumber funds to purchase new tires in the amount of \$1,022.44.
- Electrical work for the installation of power to the outdoor sign at a cost of \$950.00 was discussed. Administrator Booth informed the Board monies were not encumbered for this expense however, the funds allotted in the 2016 General Repairs line item should cover this expense.

On a motion by Commissioner Grant, seconded by Commissioner Niedermayer the following Proposed 2016 Budget was approved by a roll call vote.

Wesolowski - Aye  
 Grant - Aye  
 Niedermayer - Aye  
 Maahs - Aye  
 Ruggiano - Aye

	Proposed
Appropriations	2016 Budget
<b>Administration</b>	<b>\$ 265,819</b>
<b>Cost of Operations &amp; Maintenance</b>	
Salaries & Fringe Benefits	75,832
Retiree Hlth Benefits	9,080
Other Expenses:	
Care & Maintenance	47,965
Repairs Bldgs. & Grds.	38,825
Hall Repairs & Maintenance	11,100
Fire Equipment	8,700
Utilities	48,270

Fire Hydrant Rentals	19,500
Promotion (Hall)	53,125
Supplemental Fire Service Grant	1,177
Miscellaneous	7,500
<b>Oper Approp Offset w/Rev (BFP)</b>	
Salaries & Fringe Benefits	245,365
Other Expenses	100,236
Retiree Hlth Benefits	40,072
<b>Contributions to First Aid Squad</b>	29,550
<b>Reserve for Gen Fund/Future Cap Outlay</b>	50,000
<b>Debt Service</b>	177,481
<b>Roof Repair (Lower roof)</b>	-
<b>Capital Projects (Chief Vehicle &amp; P-Lot)</b>	<u>150,000</u>
<b>Total Appropriations</b>	<u>\$ 1,379,596</u>
<b>Revenues</b>	<b>2016 Budget</b>
Unrestrict Fund Bal (Chief Veh, P-Lot)	\$ 150,000
Unrestrict Fund Balance (Financing of Truck)	75,613
Unrestrict Fund Bal (Enginneer Fees/Fin'l Adv)	7,700
Restricted Fund - Aparatus	-
Restrict Fund Balance-Post Retirement Benefit	49,152
Bureau of Fire Safety Revenues	120,000
Rental Income (Hall)	94,325
Intra-District Billing (Shared Service Agreement)	137,796
Interest on Investments	14,000
Supp Fire Safety Grant	<u>1,177</u>
<b>Total Revenues</b>	<u>\$ 649,763</u>
<b>Amount To Be Raised By Taxation</b>	<b>\$ 729,833</b>
<b>Maximum Allowable Amount (2%)</b>	<b>\$ 729,833</b>
<b>Variance under/(over)</b>	\$ 0

Administrator Booth mentioned the 2016 Proposed Budget will be incorporated into the state approved workbook format. The Final Proposed Budget will be presented at the December Board meeting for approval by the Board and then submitted to the Director of DLGS.

**Other Business:**

The Fire District Informational Questionnaire for the 2016 Budget was discussed. Administrator asked each Commissioner to review and respond to the questionnaire by November 4, 2015. The responses to the questionnaire will be incorporated into the Budget Work Book submitted to the state and posted on the district's website.

A request by Autism Speaks to use the hall on Thursday, December 10<sup>th</sup>, 2015 from 6:00 PM to 9:00 PM for an annual awards dinner was discussed. Due to the timing of the event, President Wesolowski had approved their request and informed the board of said approval.

**Meeting opened to public:**

There being no further 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 approximately 7:45 PM.**

Respectfully Submitted,

Elizabeth Booth  
Board Administrator