

**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.

Five Commissioners were present (Commissioner Humes via Telephone.). Also, in attendance were Chief Grant, F.O. Orsini, Battalion Chief DiPaolo & Chief's Asst Wesolowski.

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 23<sup>rd</sup>, 2021 the required notice was transmitted to the *Burlington County Times*.

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 23<sup>rd</sup>, 2021 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 Mann, seconded by Commissioner Grant, the minutes of the August 4, 2021 regular meeting were approved 5-0.

**Chief's Report:**

The Chief's report was filed and available for review in the Commissioners Drop Box. Chief Grant advised the board that the Helmet purchase previously discussed will be part of the 2022 Budget. A 16-foot roof ladder was ordered, it has a delivery time of 22 to 24 weeks. Truck PM's are scheduled for this month. He has changed providers for the annual flow test of the air packs. He is also working on his budget request submission.

**Chief's Assistant Report:**

Chief's Assistant reported that the written report is in the drop box, and in addition to his regular duties, he worked new identification cards for the department, and assisted in the hose and ladder testing.

**Captain's Report:**

The written report is available for review in the drop box. Battalion Chief DiPaolo listed the repairs done to apparatus for the month and the total fuel used.

**Fire Official's Report:**

The written report is in the drop box.

1. Provided the inspection totals.
2. Penalty totals for the month were provided as well as False Fire Alarm Notices issued.
3. Zoning & Planning review totals.

Orsini noted that the Fire Prevention open house is scheduled for Friday, October 8, 2021, and that everything will be outdoors. Commissioner Grant asked if there was a rain date, Orsini stated that there was none. President Wesolowski asked if the Zoning review was for District 1 or 2. Orsini stated that this was district 2, or the proposed buildings at the mall.

**Rental Manager's Report:**

Hall Manager Orsini noted that the report was in the drop box, and further noted that there were 10 new bookings in the past month, 4 for 2021 and 6 for 2022.

**Squad Report:**

Administrator Knobbs reported that there are copies of the August and September reports in the drop box.

**Bills:**

The Statement of Expenditures, listing of bills to be paid in October were provided to the Board members for review prior to the meeting. Administrator 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. Knobbs further advised the board that the Insurance renewal checks will need to be sent prior to the next meeting.

There being no further questions or comments on the bills, a motion by Commissioner Grant, seconded by Commissioner Mann to pay the October bills and any regular bills that come in was approved by the five commissioners present.

**Communications:**

Administrator Knobbs noted that there is a copy of the letter to the Fire Company that went with the check for \$12,500.00 for the Testimonial Dinner. He also stated that there were letters sent to the Fire Company, Squad, DPW and the Tax Assessor requesting budget input. Copies of those are in the Drop box under budget items.

**Old Business:**

**2020 Audit-** Administrator Knobbs reported that there is nothing new on the audit. He has spoken with our auditor, and there are no findings to be reported. He is awaiting the states release of the GASB 75 report for the pensions. The audit cannot be completed until that report is released.

October 6, 2021

**2022 Budget-** Administrator Knobbs reported that there are Budget Workshop meetings scheduled for 10/13 and 10/20/21. He noted that the state has once again failed on their promise for the FAST system. It was stated that the budget numbers from the previous year would be already in the workbook and once again, the workbook is blank. The state in their instructions how to cut and paste from previous workbooks into this one. Knobbs stated that he has already begun working on same. He also requested that is anyone had anything they wanted to be included in the 2022 Budget, to please contact him with the information as soon as possible.

**New Business:**

Nothing

**Meeting opened to the public:**

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

President Wesolowski announced that there was a need to have an Executive Session, and he read Resolution 2021-08 "Resolution Authorizing a Closed Executive Session" (Personnel Matters). Motion by Commissioner Niedermayer, seconded by Commissioner Mann to approve the resolution. Resolution was approved 5-0 on a roll call vote.

At 7:24 p.m. Wesolowski stated that the board was entering the executive session and asked Chief Grant to remain to provide input to the commissioners. Wesolowski stated that the regular meeting would reopen after the executive session but no formal business would be conducted.

At 8:15 p.m. the regular meeting was reopened.

**There being no further business to come before the Board, by Proper Action, meeting adjourned at 8:16 p.m.**

Respectfully Submitted,

Stephen W. Knobbs  
Board Administration