

EVESHAM TOWNSHIP FIRE DISTRICT NO.1  
BOARD OF FIRE COMISSIONERS  
Regular Meeting  
April 3, 2023  
MINUTES

President Guerrini called the regular meeting of the Board of Fire Commissioners of Evesham Township Fire District No. 1 to order at 6:30 PM at Station 221. President Guerrini welcomed all in attendance. He opened the meeting with a flag salute and Pledge of Allegiance and a traditional moment of silence for those that have gone before us. The following statement of compliance with the New Jersey Open Public Meetings Act was given by Business Manager Maureen Mitchell: "This meeting is being held in compliance with the New Jersey Open Public Meetings Act. Notice of this meeting was transmitted to the Burlington County Times and Central Record on December 12, 2022, with the date change transmitted March 6, 2023, filed with the Township Clerk of the Township of Evesham, posted on the bulletin board in the Fire Administration Office that is customarily used for the posting of such notices and mailed to all persons requesting that they receive such notice."

ROLL CALL - The following individuals were present at the roll call, Commissioners: Baugh, Behnke, Guerrini, Rowe, and Smith. Also present were: Chief Carl Bittenbender, Deputy Chief Freedman, Deputy Chief Donnelly, Solicitor Saginario, and Business Manager Maureen Mitchell. ABSENT: None

APPROVAL OF MINUTES FROM PRIOR MEETINGS

Commissioner Behnke made a motion that the minutes of the March 9, 2023, Regular Meeting be approved. Commissioner Rowe seconded the motion. A roll call vote on the motion produced the following result: AYES, Behnke, Rowe and Smith; NAYS, none; ABSTAINED: Baugh, Guerrini; ABSENT, none.

TREASURER'S REPORT

The following report for the month of March 2023 was submitted by the Treasurer for approval:

Treasurer's Report for the period ended:	
March 31, 2023	
Beginning Cash Balance	8,852,355.32
Cash Receipts	213,259.88
Cash Disbursements	<u>(2,346,132.97)</u>
Ending Cash Balance	<u><u>6,719,482.23</u></u>

Commissioner Smith made a motion accepting the Treasurer's Report as presented. Commissioner Behnke seconded the motion. The motion was approved on a unanimous roll call vote of the members present.

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APPROVAL OF PAYMENT OF BILLS

BILL LIST

April 3, 2023

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ELAN (P-CARD)	\$ 7,156.99
Heartland	1,374.59
Payroll #6	232,873.91
NJ Pension & Benefits - Deductions	40,088.03
NJ Pension & Benefits -SHBP	64,769.23
Payroll Deductions Payable	11,704.11
Petty Cash	161.26
Township of Evesham Postage	110.77
Ryan Pierson - Reimbursement	98.14
Riggins	832.52
Bill List Dated: 4/3/23	<u>391,619.25</u>

TOTAL PAYMENTS THIS PERIOD \$750,788.80

Commissioner Behnke made a motion to approve the payment of bills as contained on the Bill List Report. Commissioner Smith seconded the motion. The motion was approved on a unanimous roll call vote of the members present.

CHIEF'S REPORT

Chief Bittenbender gave a verbal report as numbers were not available due to the early timing of the Board meeting.

SOLICITOR'S REPORT – None

BUSINESS MANAGER REPORT - Ms. Mitchell gave a verbal summary of her report that was previously provided to the Board of Fire Commissioners. She discussed the EMS Billing renewal and the proposed Cell Tower RFP coming up.

PUBLIC COMMENT ON AGENDA ITEMS ONLY – None

RESOLUTIONS

Resolution No. 2023 - 29 Authorizing the Refund of Certain Duplicate and Overpayment for Smoke Inspections

Commissioner Smith made a motion to approve Resolution Number 2023 – 29. Commissioner Rowe seconded the motion. A roll call vote on the foregoing motion produced the following result: AYES: Baugh, Behnke, Guerrini, Rowe and Smith; NAYS: None; ABSTAINED: None; ABSENT: None.

Resolution No. 2023 – 30 Authorizing the Business Manager to Approve Payment of Certain Bills Between Meetings

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Commissioner Behnke made a motion to approve Resolution Number 2023 – 30. Commissioner Smith seconded the motion. A roll call vote on the foregoing motion produced the following result: AYES: Baugh, Behnke, Guerrini, Rowe and Smith; NAYS: None; ABSTAINED: None; ABSENT: None.

OLD BUSINESS – Adoption of Strategic Plan

Commissioner Behnke made a motion to Adopt the Strategic Plan that the Board has had in draft format for two months. Commissioner Smith seconded the motion. A roll call vote on the foregoing motion produced the following result: AYES: Baugh, Behnke, Guerrini, Rowe and Smith; NAYS: None; ABSTAINED: None; ABSENT: None.

NEW BUSINESS - Deputy Chiefs' Contracts

Commissioner Behnke commented to the Board that he looked around neighboring communities and felt that the proposal before the Board falls somewhere in with what is going on around us. He felt the numbers were inline and comparable. Commissioner Rowe added that, he too, looked around to Evesham Police and found in line with Deputy Chiefs for the township; however, police are significantly larger. Commissioner Smith stated that he is happy where we landed. With that President Guerrini asked the Board to consider adoption of the following resolution:

Resolution No. 2023 – 31     Authorizing Agreements with the Deputy Chiefs

Commissioner Behnke made a motion to approve Resolution Number 2023 – 31. Commissioner Smith seconded the motion. A roll call vote on the foregoing motion produced the following result: AYES: Baugh, Behnke, Guerrini, Rowe and Smith; NAYS: None; ABSTAINED: None; ABSENT: None.

MEMBERSHIP - None

GOOD & WELFARE – Jeff Strauss, a former member of the District is home on comfort care.

PUBLIC COMMENT- None

There being no further business to come before the Board, Commissioner Smith made a motion to adjourn. Commissioner Behnke seconded the motion. The motion was approved on a unanimous roll call vote of the members present.

President Guerrini adjourned the meeting at 6:51 pm.

Respectfully submitted,

Maureen Mitchell  
Business Manager