

EVESHAM TOWNSHIP FIRE DISTRICT NO.1
BOARD OF FIRE COMISSIONERS
Regular Meeting
May 11, 2023
MINUTES

President Guerrini called the regular meeting of the Board of Fire Commissioners of Evesham Township Fire District No. 1 to order at 6:32 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, 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, and Rowe. Also present were: Chief Carl Bittenbender, Deputy Chief Freedman, Deputy Chief Donnelly, Solicitor Saginario, and Business Manager Maureen Mitchell. ABSENT: Smith

APPROVAL OF MINUTES FROM PRIOR MEETINGS

Commissioner Behnke made a motion that the minutes of the April 3, 2023, Regular Meeting be approved. Commissioner Rowe seconded the motion. A roll call vote on the motion produced the following result: AYES, Baugh, Behnke, Guerrini, and Rowe; NAYS: None; ABSTAINED: None; ABSENT, Smith.

TREASURER'S REPORT

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

Treasurer's Report for the period ended:
April 30, 2023

Beginning Cash Balance	6,719,482.23
Cash Receipts	2,769,180.24
Cash Disbursements	<u>(953,651.00)</u>
Ending Cash Balance	<u><u>8,535,011.47</u></u>

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

APPROVAL OF PAYMENT OF BILLS

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BILL LIST
May 11, 2023

ELAN (P-CARD)	\$ 6,110.66
Heartland	886.63
Payroll #7 & 8	449,561.13
NJ Pension & Benefits - Deductions	47,962.91
NJ Pension & Benefits -SHBP	64,304.06
Payroll Deductions Payable	70,669.50
Bill List Dated: 4/14/23	51,747.34
Bill List Dated: 5/11/23	<u>717,462.83</u>

TOTAL PAYMENTS THIS PERIOD \$1,408,705.06

Commissioner Rowe made a motion to approve the payment of bills as contained on the Bill List Report. Commissioner Baugh 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 summary of his report that was previously provided to the Board of Fire Commissioners. He explained that the apparatus had no acceptable bids at auction and therefore will be readvertised and we will revisit in June. Ambulances are in a holding pattern awaiting assignment of VIN#'s from Ford. SCBA will be rolled out shortly as the training is almost complete. We will begin the preparation of the Brush Truck Specifications to start that process.

Commissioner Rowe asked the Chief if we track "Lost Unit Hours". Specifically, as our minimum staffing plan as adopted in the 2021 standard of cover. The Chief stated that the only unit that ever goes down is 2292 and it's up "95% of the time". It occasionally goes down for training. Commissioner Rowe asked that this be tracked.

There was a lengthy discussion regarding refurbishing Tower Ladder 2215. Commissioner Rowe asked the Chief if this was considered and quoted. The Chief indicated that we didn't consider this because we considered it during the process of replacing Ladder 2235 two years ago and it was not feasible due to the cost, and it does not extend the useful life of the truck or the warranty. Commissioner Rowe requested they obtain a written quote from a vendor to add a water tank and pump so we have all options to consider as this could be a capital purchase that approaches \$2M.

Commissioner Rowe asked which employees were covered by the new vendor the Bboard approved last month for employee physicals. The Chief yielded to DC Friedman who stated that the firefighters required under NFPA standards 1582 and newly enacted State Law. He stated the change was in part for compliance with NFPA standards, but also for the wellness of the staff. Commissioner Rowe asked why EMTs were not covered. DC Friedman was unsure and yielded to Lt. Brinker who was attending as a

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member of the public. Lt. Brinker stated it was budgetary and that EMTs would be considered in future budget years.

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 - 32 Authorizing the Refund of Certain Duplicate and Overpayment for Smoke Inspections

Commissioner Baugh made a motion to approve Resolution Number 2023 – 32. Commissioner Behnke seconded the motion. A roll call vote on the foregoing motion produced the following result: AYES: Baugh, Behnke, Guerrini, and Rowe; NAYS: None; ABSTAINED: None; ABSENT: Smith.

Resolution No. 2023 – 33 Resolution to Promote FF/EMTs to FF/EMT/Inspectors

Commissioner Behnke made a motion to approve Resolution Number 2023 – 33. Commissioner Rowe seconded the motion. A roll call vote on the foregoing motion produced the following result: AYES: Baugh, Behnke, Guerrini, and Rowe; NAYS: None; ABSTAINED: None; ABSENT: Smith.

Resolution No. 2023 - 34 Resolution Authorizing a Shared Service Agreement with the Evesham Township Police Department

Commissioner Rowe made a motion to approve Resolution Number 2023 – 34. Commissioner Baugh seconded the motion. A roll call vote on the foregoing motion produced the following result: AYES: Baugh, Behnke, and Rowe; NAYS: Guerrini; ABSTAINED: None; ABSENT: Smith.

Resolution No. 2023 - 35 Authorizing Disposal of Surplus Property at Auction

Commissioner Behnke made a motion to approve Resolution Number 2023 – 35. Commissioner Baugh seconded the motion. A roll call vote on the foregoing motion produced the following result: AYES: Baugh, Behnke, Guerrini, and Rowe; NAYS: None; ABSTAINED: None; ABSENT: Smith.

OLD BUSINESS – Lexipol Update: Commissioner Behnke informed us that Lexipol process and policy review is up and running. The policy review committee is hoping for the first group of policies to be brought to the Board for adoption at the June Board meeting.

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NEW BUSINESS –

1. EMS Fee increase. Commissioner Rowe did an analysis of charges by procedure codes and noticed that costs are increasing and so we should adjust our rates.
2. Auctioning of 2010 Chevy Tahoe

Commissioner Behnke made a motion to approve the auction of the 2010 Chevy Tahoe at auction. Commissioner Rowe seconded the motion. A roll call vote on the auction of the 2010 Chevy Tahoe produced the following result: AYES: Baugh, Behnke, Guerrini, and Rowe; NAYS: None; ABSTAINED: None; ABSENT: Smith.

MEMBERSHIP – Lauren Geddes, Brandon Fisher, and Matthew Lafferty approved for Volunteer Fire

Commissioner Behnke made a motion to approve the new members. Commissioner Baugh seconded the motion. The motion was approved on a unanimous roll call vote of the members present. A roll call vote on the foregoing motion produced the following result: AYES: Baugh, Behnke, Guerrini, and Rowe; NAYS: None; ABSTAINED: None; ABSENT: Smith.

GOOD & WELFARE – President Guerrini wished a Happy Mother’s Day to all the mothers. Manager Mitchell mentioned she received a thank you card from Burlington County Animal Shelter for memorial donation the Board members made personally in honor of our Auditor Jarred Corn.

PUBLIC COMMENT- None

ADJORNMENT TO EXECUTIVE SESSION

Resolution No. 2023 – 36 Executive Session – Personnel & IAFF Union Contract

President Guerrini indicated that the board anticipates going into executive session for @ 60 minutes. The board will take no action when we reconvene in public session.

Commissioner Behnke made a motion to approve Resolution Number 2023 - 36. Commissioner Rowe seconded the motion. A roll call vote on the motion produced the following result: AYES, Baugh, Behnke, Guerrini, and Rowe; NAYS, None; ABSTAINED: none; ABSENT; Smith.

President Guerrini adjourned to executive session at 7:32pm.

RETURN TO PUBLIC

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

President Guerrini adjourned the meeting at 10:32 pm.

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Respectfully submitted,

Maureen Mitchell
Business Manager