

EVESHAM TOWNSHIP FIRE DISTRICT NO.1  
BOARD OF FIRE COMISSIONERS  
Regular Meeting  
June 10, 2021  
MINUTES

Commissioner John Behnke called the regular meeting of the Board of Fire Commissioners of Evesham Township Fire District No. 1 to order at 7:35 PM. President Behnke welcomed all in attendance and thanked everyone for joining us tonight, especially those families joining us for ceremonial swearing ins. He opened the meeting with a flag salute and Pledge of Allegiance. 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 15, 2020, 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."

ROLL CALL - The following individuals were present at the roll call, Commissioners: Baugh, Behnke, Guerrini and Smith. Also present were: Chief Bittenbender, Deputy Chiefs Donnelly & Freedman, Solicitor Saginario and Business Manager Maureen Mitchell. Commissioner Powers was absent due to a mutual aid call.

CEREMONIAL SWEARING IN DEPUTY CHIEFS, CAPTAINS AND FIREFIGHTERS

President Behnke called up Chief Bittenbender and Solicitor Saginario to come forward along with Deputy Chief Freedman and Deputy Chief Donnelly to administer their Oath of Office.

Solicitor Saginario swore in each Deputy Chief individually and their families pinned on their badges.

Chief Bittenbender then asked Captain Cavaliere and Captain Chambers to come forward for their oaths of office.

Solicitor Saginario swore in each Captain individually and their families pinned on their badges.

Chief Bittenbender then asked Firefighter Talvacchio and Firefighter Bernardi to come forward for their oaths.

Solicitor Saginario swore in each Firefighter individually and their families pinned on their badges.

President and the Board congratulated all of those recognized and sworn in. President Behnke took time to acknowledge and thank Mayor Jackie Veasy for her attendance this

Evesham Township Fire District No. 1  
Minutes – June 10, 2021

evening. President Behnke then thanked all the families and friends for coming out to witness this great occasion. He advised that the Board would take a five-minute break to allow families to take photos with the apparatus before continuing with the general business of the board.

The President reconvened the regular meeting.

APPROVAL OF MINUTES FROM PRIOR MEETINGS

Commissioner Smith made a motion that the minutes of the May 13, 2021 Regular Meeting be approved. Commissioner Guerrini seconded the motion. A roll call vote on the motion produced the following result: AYES, Baugh, Behnke, Guerrini and Smith; NAYS, none; ABSTAINED: none; ABSENT: Powers.

TREASURER'S REPORT

The following report for the month of May 2021 was submitted by the Treasurer for approval:

Treasurer's Report for the period ended:  
May 31, 2021

Beginning Cash Balance	6,742,549.35
Cash Receipts	63,549.58
Cash Disbursements	<u>(1,394,685.59)</u>
Ending Cash Balance	<u><u>5,411,413.34</u></u>

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

APPROVAL OF PAYMENT OF BILLS

BILL LIST  
June 10, 2021

ELAN (P-CARD)	\$ 3,911.33
HEARTLAND	429.93
Bill List Dated: 6/10/21	583,016.51
TOTAL PAYMENTS THIS PERIOD	<u><u>\$ 587,357.77</u></u>

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

CHIEF'S REPORT - Chief Bittenbender recapped his written report that was previously provided to the Board of Fire Commissioners. Chief updated the Board on the status of COVID restrictions and the status of stipend for the In-House Duty crew program.

Evesham Township Fire District No. 1  
Minutes – June 10, 2021

---

SOLICITOR'S REPORT – Solicitor Saginario has no report.

BUSINESS MANAGER REPORT - Ms. Mitchell gave a verbal summary of her report that was previously provided to the Board of Fire Commissioners. Ms. Mitchell touched on the Capital Projects and the advised that the Roof replacement for the old Firehouse was awarded based on the bids received.

PUBLIC COMMENT ON AGENDA ITEMS ONLY

President Behnke opened the Public Comment section for the agenda items only.

There were no comments from any members of the public so President Behnke closed the public portion on agenda items only.

RESOLUTION

Resolution No. 2021 – 29      Resolution Ratifying EMT Employee Rate of Pay

Commissioner Smith made a motion to approve Resolution Number 2021 – 29. Commissioner Baugh seconded the motion. A roll call vote on the foregoing motion produced the following result: AYES: Baugh, Behnke, Guerrini and Smith; NAYS: None; ABSTAINED: None; ABSENT: Powers.

NEW BUSINESS

1. Special Meeting request – June 22<sup>nd</sup> or June 24<sup>th</sup> at 6pm – President Behnke asked Ms. Mitchell to address the Board with the request for a Special Meeting. Business Manager Mitchell advised that the District is well along in the hiring process for the two FT Firefighter/EMTs to replace the one employee who resigned and the one who retires at the end of this month. The final phases of the hiring process should end next week so we were looking for a Special meeting on Either June 22<sup>nd</sup> or June 24<sup>th</sup> at 6pm to approve their hiring. With the summer being a busy time for vacations etc. and the potential new hires needing to give their current employers notice, the command staff feels it is prudent to add a special meeting to cut down on the delay in getting staff on the street.

Commissioner Baugh made a motion to approve the advertisement of a special meeting on June 22<sup>nd</sup> at 6pm. Commissioner Guerrini seconded the motion. The motion was approved on a unanimous roll call vote of all members present ABSENT: Powers.

OLD BUSINESS

1. Standard of Cover –Chief Bittenbender advised the Board that he had provided information during his Chief's report and hopes to have it ready for adoption at the July meeting.
2. Adoption of SOP 101.24 Officer Qualifications and Job Descriptions – Chief Bittenbender indicated that there no changes to the SOP previously tabled.

Evesham Township Fire District No. 1  
Minutes – June 10, 2021

---

Commissioner Guerrini made a motion approved SOP 101.24. Commissioner Smith seconded the motion. The motion was approved on a unanimous roll call vote of members present ABSENT: Powers.

3. Deletion of:

- 101.24 Minimum Standards for Lieutenant
- 101.25 Minimum Standards for Captain
- 101.26 Minimum Standards for Battalion Chief
- 101.27 Minimum Standards for Deputy Chief
- 101.28 Continuing Education for Officers
- 101.30 Volunteer Membership Voting

Commissioner Smith made a motion to approve the deletion of the above referenced SOPs. Commissioner Baugh seconded the motion. A roll call vote on the foregoing motion produced the following result: AYES: Baugh, Behnke, Guerrini and Smith; NAYS: None; ABSTAINED: None; ABSENT: Powers.

4. Adoption of SOP 102.03 Apparatus Operator Training Standards

Commissioner Guerrini made a motion to approved SOP 102.03. Commissioner Baugh seconded the motion. A roll call vote on the foregoing motion produced the following result: AYES: Baugh, Behnke, Guerrini and Smith; NAYS: None; ABSTAINED: None; ABSENT: Powers.

MEMBERSHIP – New Member Yashraj Patel – Station 221

Commissioner Guerrini made a motion to approve the new member. Commissioner Smith seconded the motion. A roll call vote on the foregoing motion produced the following result: AYES: Baugh, Behnke, Guerrini and Smith; NAYS: None; ABSTAINED: None; ABSENT: Powers.

GOOD & WELFARE –

Mayor Veasy asked to address the Board and congratulate all of the Members recently promoted, especially those that were sworn in this evening. The Mayor also thanked all our wonderful members for all of their hard work and dedication during the Pandemic.

President Behnke thanked Mayor Veasy for her attendance and support this evening. President Behnke indicated that we have been meeting with the area Fire Chiefs and from what we are hearing we are lucky to have such a good working relationship with the Town ship, especially in regard to CARES funding and the COVID response.

PUBLIC COMMENT

President Behnke opened the Public comment portion of the meeting by asking the public to please raise their hand, stand up at their seat, state your name and address for the record and address the Board. Comments are limited to five minutes per speaker.

Seeing no public comment President Behnke closed the public comment section.

Evesham Township Fire District No. 1  
Minutes – June 10, 2021

---

ADJOURNMENT TO EXECUTIVE SESSION

Resolution No. 2021 – 30 Executive Session – Contract Negotiations FMBA

President Behnke indicated that the board anticipates going into executive session for @ 30 minutes. The board will not take action when we reconvene in public session.

Commissioner Guerrini made a motion to approve Resolution Number 2021 – 30. Commissioner Baugh seconded the motion. A roll call vote on the motion produced the following result: AYES: Baugh, Behnke, Guerrini and Smith; NAYS: None; ABSTAINED: None; ABSENT: Powers.

President Behnke adjourned the public portion of the meeting at 8:20 PM.

RETURN TO PUBLIC –President Behnke reconvened the public portion of the meeting at 9:15 PM.

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

President Behnke adjourned the meeting at 9:16 pm.

Respectfully submitted,



Maureen P. Mitchell  
Business Manager