

EVESHAM TOWNSHIP FIRE DISTRICT NO.1  
BOARD OF FIRE COMISSIONERS  
Regular Meeting  
September 9, 2021  
MINUTES

President Behnke called the regular meeting of the Board of Fire Commissioners of Evesham Township Fire District No. 1 to order at 7:30 PM. President Behnke welcomed all in attendance and thanked everyone for joining us tonight. He opened the meeting with a flag salute, Pledge of Allegiance and a moment of silence for those we lost on that fateful day of September 11<sup>th</sup>. 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, and Business Manager Maureen Mitchell.

APPROVAL OF MINUTES FROM PRIOR MEETINGS

Commissioner Smith made a motion that the minutes of the August 12, 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 August 2021 was submitted by the Treasurer for approval:

Treasurer's Report for the period ended:

August 31, 2021

Beginning Cash Balance	6,859,177.69
Cash Receipts	656,853.84
Cash Disbursements	<u>(1,705,225.44)</u>
Ending Cash Balance	<u><u>5,810,806.09</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

Evesham Township Fire District No. 1  
Minutes – September 9, 2021

---

APPROVAL OF PAYMENT OF BILLS

BILL LIST

September 9, 2021

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ELAN (P-CARD)	\$ 2,476.57
HEARTLAND	442.63
Bill List Dated: 9/9/21	888,824.35
State of NJ - Evesham Fire Company No. 1 Inc Annual Report	<u>30.50</u>

TOTAL PAYMENTS THIS PERIOD

\$ 891,774.05

Commissioner Guerrini 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 all members present ABSENT: Powers

CHIEF'S REPORT - Chief Bittenbender recapped his written report that was previously provided to the Board of Fire Commissioners with emphasis on the redeployment of career staff and the upcoming public education events.

SOLICITOR'S REPORT – Solicitor Saginario informed the Board that he was working with administration on a few items and keeping updated on the COVID related employment issues.

BUSINESS MANAGER REPORT - Ms. Mitchell gave a verbal summary of her report that was previously provided to the Board of Fire Commissioners, indicating that the New Deputy Business Manager Bonnie Cherry started, and we received our first round of FEMA COVID funding.

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.

Discussion on the proposed Capital Project(s) to be included in the 2022 Fire District Budget

President Behnke reviewed the proposed Capital Budget by the three categories presented in both line-item detail and price. President Behnke indicated that the new Capital Plan will be approximately \$770,000 which is a decrease over 2021.

PUBLIC COMMENT ON PROPOSED CAPITAL PROJECT(S) FOR INCLUSION IN THE 2022 ANNUAL FIRE DISTRICT BUDGET

President Behnke opened the Public Comment on the Proposed Capital Projects for 2022 by asking the public if anyone has any comments on the Proposed Capital Plan – Please

Evesham Township Fire District No. 1  
Minutes – September 9, 2021

---

come up to the podium, state your name and address for the record and address the Board. Comments limited to the Capital Budget Only.

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

#### RESOLUTIONS

Resolution No. 2021 – 41 Resolution Authorizing Capital Projects Pursuant to N.J.S.A. 40A:14-84

Commissioner Guerrini made a motion approve Resolution Number 2021-41. Commissioner Smith 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.

#### NEW BUSINESS

1. Request to travel for Chief Bittenbender to International Association of Fire Chiefs Conference November 10 to 15, 2021

Commissioner Guerrini made a motion to approve the requested travel. 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.

2. Request to consider undertaking an RFP for a Strategic Plan – President Behnke addressed the Board and recommended preparing an RFP for a District Strategic Plan

The entire Board present was in favor of undertaking an RFP process.

MEMBERSHIP – New Fire Member: Dominic Gazzara – Station 223

Commissioner Guerrini made a motion to approve the new member. 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.

#### GOOD & WELFARE –

Commissioner Guerrini informed the Board of a Medford mutual aid call where our members were able to save a gentleman from a fire. Commissioner Guerrini asked the Chief to make sure those members were properly recognized and commended.

#### 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 – September 9, 2021

---

ADJOURNMENT TO EXECUTIVE SESSION

Resolution No. 2021 – 42 Executive Session – Personnel

President Behnke indicated that the board anticipates going into executive session for approximately 45 minutes. The board will not take action when we reconvene in public session.

Commissioner Guerrini made a motion to approve Resolution Number 2021 – 42. Commissioner Smith 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 8:10 PM.

RETURN TO PUBLIC –President Behnke reconvened the public portion of the meeting at 9:44 PM.

There being no further business to come before the Board, Commissioner Smith 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 Behnke adjourned the meeting at 9:45 pm.

Respectfully submitted,



Maureen P. Mitchell  
Business Manager