

EVESHAM TOWNSHIP FIRE DISTRICT NO.1
BOARD OF FIRE COMISSIONERS
Regular Meeting
October 7, 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 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 August 17, 2021, 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, Powers and Smith. Also present were: Chief Bittenbender, Deputy Chief Donnelly, Deputy Chief Freedman and Business Manager Maureen Mitchell.

APPROVAL OF MINUTES FROM PRIOR MEETINGS

Commissioner Powers made a motion that the minutes of the September 9, 2021 Regular Meeting & Executive Session, September 23, 2021 Regular Meeting & Executive Session, and September 28, 2021 Special Meeting be approved. Commissioner Guerrini seconded the motion. A roll call vote on the motion produced the following result: AYES, Baugh, Behnke, Guerrini, Powers and Smith; NAYS, none; ABSTAINED: none; ABSENT: none

TREASURER'S REPORT

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

Treasurer's Report for the period ended:
September 30, 2021

Beginning Cash Balance	5,810,806.09
Cash Receipts	99,172.29
Cash Disbursements	<u>(918,250.27)</u>
Ending Cash Balance	<u><u>4,991,728.11</u></u>

Commissioner Guerrini made a motion accepting the Treasurer's Report as presented. Commissioner Powers seconded the motion. The motion was approved on a unanimous roll call vote of members present ABSENT: none.

Evesham Township Fire District No. 1
Minutes – October 7, 2021

APPROVAL OF PAYMENT OF BILLS

BILL LIST
October 7, 2021

ELAN (P-CARD)	\$ 6,844.84
HEARTLAND	486.62
Bill List Dated: 10/7/21	475,289.61

TOTAL PAYMENTS THIS PERIOD \$ 482,621.07

Commissioner Powers 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: none.

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 recent public education events, such as Harvest Fest.

BUSINESS MANAGER REPORT - Ms. Mitchell gave a verbal summary of her report that was previously provided to the Board of Fire Commissioners, introducing the new Deputy Business Manager Bonnie Cherry, and advising that tonight would be the introduction of the 2022 Budget. The PowerPoint presentation would be at the Public Hearing at the November 11th meeting.

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.

RESOLUTIONS

Resolution No. 2021 – 46 2022 Fire District Budget Resolution 40A:14-84

Commissioner Smith made a motion approve Resolution Number 2021-46. Commissioner Powers seconded the motion. A roll call vote on the motion produced the following result: AYES: Baugh, Behnke, Guerrini, Powers and Smith; NAYS, none; ABSTAINED: none; ABSENT, none.

Resolution No. 2021 – 47 Authorizing the Refund of Duplicate Smoke Inspection fee

Commissioner Guerrini made a motion approve Resolution Number 2021-47. Commissioner Powers seconded the motion. A roll call vote on the motion produced the following result: AYES: Baugh, Behnke, Guerrini, Powers and Smith; NAYS, none; ABSTAINED: none; ABSENT, none.

NEW BUSINESS

1. Permission to advertise for FAO Administrative Coordinator replacement-

Evesham Township Fire District No. 1
Minutes – October 7, 2021

Business Manager Mitchell provided the Board with the current job description for the administrative position in the Fire Administration Office. The current employee has filed for retirement and will be using her remaining vacation time from approximately Thanksgiving through the end of the year. Mitchell would like to start the hiring process so we can have someone in place for December as we get busy at year end with the financial closing, Board reorganization and vacations. This way we can hit the ground running in 2022 and be able to get our annual Business Registration billing out on time and efficiently. We will need time to train a new employee on the various systems, as we learned through the Administrative position it can take upwards of 3 months to spool someone up.

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

MEMBERSHIP – New Fire Members: Keith Harrison and Jose Getty - Station 221

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

GOOD & WELFARE –

Commissioner Powers thanked everyone for the well wishes while he was dealing with his health issues. He also wished Tom Conkey well on his move and acknowledged his many years of service to the District.

PUBLIC COMMENT

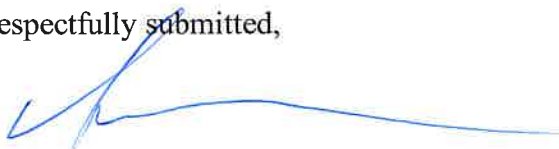
President Behnke opened the Public comment portion of the meeting by asking the public to please raise their hand, stand up at their seat, state your name and address for the record and address the Board. Comments are limited to five minutes per speaker.

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

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

President Behnke adjourned the meeting at 8:05 pm.

Respectfully submitted,



Maureen P. Mitchell
Business Manager