

EVESHAM TOWNSHIP FIRE DISTRICT NO.1  
BOARD OF FIRE COMMISSIONERS  
Regular Meeting  
December 9, 2021  
MINUTES

Commissioner John Behnke called the re-organization meeting of the Board of Fire Commissioners of Evesham Township Fire District No. 1 to order at 7:30 PM. Commissioner Behnke welcomed all in attendance and thanked everyone for joining us tonight. 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, Rowe and Smith (via Zoom). Also present were: Chief Carl Bittenbender, Deputy Chief Freedman, Deputy Chief Donnelly, Solicitor Saginario, and Business Manager Maureen Mitchell.

#### SWEARING IN OF NEW BOARD MEMBERS

Solicitor Saginario swore in Commissioner Brian Rowe and administered the oath of office.

#### ELECTION OF OFFICERS

Commissioner Behnke called for nominations for the Office of President from Members of the Board. Commissioner Baugh nominated John Behnke for the Office of President. Commissioner Smith seconded the nomination. There being no further nominations for the Office of President being made, Commissioner Behnke declared Commissioner Behnke President and assumed chairmanship of the meeting and continued with the election of officers by next calling for nominations for the office of Vice President of the Board of Fire Commissioners.

Commissioner Smith nominated Commissioner Benjamin Guerrini for Vice President. The motion was seconded by Commissioner Baugh. There being no further nominations being made, President Behnke declared Commissioner Guerrini elected as Vice President.

President Behnke called for nominations for the office of Secretary. Commissioner Guerrini nominated Commissioner Smith. The motion was seconded by Commissioner Baugh. There being no further nominations for the office of Secretary being made, President Behnke declared Commissioner Smith elected as Secretary.

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President Behnke called for nominations for the office of Treasurer. Commissioner Guerrini nominated Commissioner Elizabeth Baugh. The motion was seconded by Commissioner Smith. There being no further nominations for the office of Treasurer being made, President Behnke declared Commissioner Baugh elected as Treasurer.

APPROVAL OF MINUTES FROM PRIOR MEETINGS

Commissioner Baugh made a motion that the minutes of the November 11, 2021 Regular and Executive Session Meetings 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: Rowe; ABSENT, none.

TREASURER'S REPORT

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

Treasurer's Report for the period ended:

November 30, 2021

Beginning Cash Balance	7,406,989.46
Cash Receipts	149,775.68
Cash Disbursements	<u>(717,416.76)</u>
Ending Cash Balance	<u>6,839,348.38</u>

Commissioner Guerrini 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.

BILL LIST

December 9, 2021

ELAN (P-CARD)	\$ 5,818.51
Bill List Dated: 12/9/21	547,622.96
State of NJ Registration	30.50
Environmental Resolutions, Inc.	14,336.46
Heartland	<u>366.32</u>
TOTAL PAYMENTS THIS PERIOD	<u>\$ 568,174.75</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, with all Commissioners abstaining from their Commissioner Pay.

CHIEF'S REPORT

Chief Bittenbender gave a verbal summary of his report that was previously provided to the Board of Fire Commissioners.

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SOLICITOR'S REPORT – Solicitor Saginario welcomed Commissioner Rowe to the Board and indicated that he was joining a great team. Solicitor Saginario advised the Board that he was consulting the command staff on several personnel issues and he had one item for executive session this evening.

BUSINESS MANAGER REPORT

Ms. Mitchell gave a verbal summary of her report that was previously provided to the Board of Fire Commissioners. Ms. Mitchell reviewed the recent bids and recommended tabling the Roof award until the December 23<sup>rd</sup> meeting due to new information just received today.

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 – 61 Designating Official Newspapers

Commissioner Rowe made a motion to approve Resolution 2021-61. Commissioner Baugh seconded the motion. The motion was approved on a unanimous voice vote.

Resolution No. 2021 - 62 Designating 2022 Meeting Schedule

Commissioner Baugh made a motion to approve Resolution 2021-62. Commissioner Rowe seconded the motion. The motion was approved on a unanimous voice vote.

Resolution No. 2021 – 63 Establishing Date, Time and Place for the Annual  
Reorganization Meeting

Commissioner Baugh made a motion to approve Resolution 2021-63. President Behnke seconded the motion. The motion was approved on a unanimous voice vote.

Resolution No. 2021 - 64 Appointment of Auditor

Commissioner Smith made a motion to approve Resolution 2021-64. Commissioner Baugh seconded the motion. The motion was approved on a unanimous voice vote.

Resolution No. 2021 - 65 Appointment of General & Special Counsel

President Behnke made a motion to approve Resolution 2021-65. Commissioner Rowe seconded the motion. The motion was approved on a unanimous voice vote.

Resolution No. 2021 - 66 Appointment of Bond Counsel

President Behnke made a motion to approve Resolution 2021-66. Commissioner Baugh seconded the motion. The motion was approved on a unanimous voice vote.

Resolution No. 2021 - 67 Appointment of Engineer

Commissioner Baugh made a motion to approve Resolution 2021-67. President Behnke seconded the motion. The motion was approved on a unanimous voice vote.

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Resolution No. 2021 - 68 Appointment of Medical Director

Commissioner Rowe made a motion to approve Resolutions 2021-68. Commissioner Baugh seconded the motion. The motion was approved on a unanimous voice vote.

Resolution No. 2021 - 69 A Resolution Authorizing an Agreement to Carry Over Excess Time

Commissioner Baugh made a motion to approve Resolution 2021-69. Commissioner Guerrini seconded the motion. The motion was approved on a unanimous voice vote.

Resolution No. 2021 – 70 Authorizing Cancelling Certain Outstanding Checks

Commissioner Guerrini made a motion to approve Resolution 2021-70. Commissioner Baugh seconded the motion. The motion was approved on a unanimous voice vote.

Resolution No. 2021 – 71 A Resolution Authorizing an Employment Agreement with Michael Haas

Commissioner Guerrini made a motion to approve Resolution 2021-71. Commissioner Baugh 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. 2021 - 72 Resolution Awarding a Contract for the preparation and facilitation of a District-wide three-year strategic plan

Commissioner Guerrini made a motion to approve Resolution 2021-72. Commissioner Rowe seconded the motion. The motion was approved on a unanimous voice vote.

Resolution No. 2021 - 73 A Resolution Authorizing Certain Budgetary Transfers

Commissioner Baugh made a motion to approve Resolution 2021-73. Commissioner Smith seconded the motion. The motion was approved on a unanimous voice vote.

Resolution No. 2021 - 74 Resolution Awarding a Contract for Replacement of Station 221 Roof

Commissioner Guerrini made a motion to table Resolution 2021-74. Commissioner Baugh 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. 2021 - 75 Authorizing Contracts with Certain Approved State of New Jersey Cooperative Purchasing Program

Commissioner Baugh made a motion to approve Resolution Numbers 2021 – 75. Commissioner Rowe seconded the motion. The motion was approved on a unanimous voice vote.

Resolution No. 2021 - 76 Resolution Awarding a Contract for Cameras

Commissioner Rowe made a motion to approve Resolution Numbers 2021 – 76. Commissioner Baugh seconded the motion. The motion was approved on a unanimous voice vote.

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OLD BUSINESS - None

NEW BUSINESS

The Business Manager requested a Year End meeting for December 23<sup>rd</sup> be moved to noon to close out any 2021 business.

Commissioner Guerrini made a motion to authorize the meeting time change. Commissioner Baugh seconded the motion. The motion was approved on a unanimous voice vote.

GOOD & WELFARE — None

PUBLIC COMMENT

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

1. Michael Powers, 16 Phoenix Road, Mr. Powers welcomed Commissioner Rowe back to the Evesham Fire community.

Seeing no further public comments President Behnke closed the public comment section at 8:07 pm.

ADJOURNMENT TO EXECUTIVE SESSION

Resolution No. 2021 - 77      Executive Session – Legal Advice

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

Commissioner Baugh made a motion to approve Resolution Number 2021 - 77. Commissioner Guerrini seconded the motion. A roll call vote on the motion produced the following result: AYES, Baugh, Behnke, Guerrini, Rowe, and Smith; NAYS, none; ABSTAINED: none; ABSENT, none.

RETURN TO PUBLIC at 9:07 pm

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

Commissioner Behnke adjourned the meeting at 9:08 pm.

Respectfully submitted,

Maureen Mitchell  
Business Manager