

EVESHAM TOWNSHIP FIRE DISTRICT NO.1
BOARD OF FIRE COMISSIONERS
Regular Meeting
December 8, 2022
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 6:51 PM, due to the ceremonial housing of the quint and the swearing in of Lieutenant McDonough prior to the official meeting. Commissioner 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 the New Tripoli Fire Company Fallen Firefighters. 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 14, 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, Rowe and Smith. 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 Elizabeth Baugh and Commissioner Benjamin Guerrini. They were both administered their oaths of office for their second term.

ELECTION OF OFFICERS

Commissioner Behnke called for nominations for the Office of President from Members of the Board. Commissioner Behnke nominated Benjamin Guerrini for the Office of President. Commissioner Smith seconded the nomination. There being no further nominations for the Office of President being made, Commissioner Behnke asked for a roll call and the nomination was approved on a unanimous roll call vote. Commissioner Behnke declared Commissioner Guerrini President and passed chairmanship of the meeting, to which President Guerrini continued with the election of officers by next calling for nominations for the office of Vice President of the Board of Fire Commissioners.

Commissioner Baugh nominated Commissioner John Behnke for Vice President. The motion was seconded by Commissioner Smith. There being no further nominations being made, President Guerrini asked for a roll call and the nomination was approved on a unanimous roll call vote. President Guerrini declared Commissioner Behnke elected as Vice President.

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President Guerrini called for nominations for the office of Secretary. Commissioner Behnke nominated Commissioner Smith. The motion was seconded by Commissioner Baugh. There being no further nominations being made, President Guerrini asked for a roll call and the nomination was approved on a unanimous roll call vote. President Guerrini declared Commissioner Smith elected as Secretary.

President Guerrini called for nominations for the office of Treasurer. Commissioner Smith nominated Commissioner Elizabeth Baugh. The motion was seconded by Commissioner Behnke. There being no further nominations being made, President Guerrini asked for a roll call and the nomination was approved on a unanimous roll call vote. President Guerrini declared Commissioner Baugh elected as Treasurer.

APPROVAL OF MINUTES FROM PRIOR MEETINGS

Commissioner Rowe made a motion that the minutes of the November 10, 2022 Regular Meeting be approved. Commissioner Baugh seconded the motion. A roll call vote on the motion produced the following result: AYES, Baugh, Guerrini, Rowe, and Smith; NAYS, none; ABSTAINED: Behnke; ABSENT, none.

TREASURER'S REPORT

The following report for the month of November 2022 was submitted by the Treasurer for approval:

Treasurer's Report for the period ended:
November 30, 2022

Beginning Cash Balance	8,760,727.50
Cash Receipts	192,555.59
Cash Disbursements	<u>(761,571.14)</u>
Ending Cash Balance	<u><u>8,191,711.95</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.

BILL LIST
December 8, 2022

ELAN (P-CARD)	\$ 4,908.77
Heartland	\$ 452.10
NJ Pension & Benefits - Deductions	\$ 38,800.53
NJ Pension & Benefits - SHBP	\$ 43,741.29
Bill List Dated: 12/08/22	<u>\$ 470,810.00</u>
TOTAL PAYMENTS THIS PERIOD	<u><u>\$ 558,712.69</u></u>

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Commissioner Smith made a motion to approve the payment of bills as contained on the Bill List Report. Commissioner Behnke seconded the motion. The motion was approved on a unanimous roll call vote.

CHIEF'S REPORT

Chief Bittenbender gave a verbal summary of his report that was previously provided to the Board of Fire Commissioners. Addressed the ongoing issues with the bay doors. The bay doors are as old as the building, and we are working to address them further in 2023. The Chief stated that they are working to fill the 5 vacancies and posted the per diem EMT positions on Indeed as well as social media with the rate up to \$25/hr. Currently we have 6-8 applications. Chief Bittenbender also informed the board that in one of the previous emergent instances involving a child being hit by a car, that the child has been released from the hospital. He also shared praise that the staff had received from our neighboring department, Medford. Medford was dispatched for a cardiac arrest in their town for an infant and Evesham assisted on the call. Medford reached out to the Chief to state that the additional support made the difference.

SOLICITOR'S REPORT – Solicitor Saginario congratulated Commissioners Baugh and Guerrini on their reappointment to the Board and jokingly congratulated Commissioner Baugh on receiving more votes than Commissioner Guerrini. Solicitor Saginario wished them both luck and thanked former President Behnke for all his hard work.

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 RFP process noting the Resolutions for appointment are up for consideration tonight. Ms. Mitchell summarized the status of the 221 Roof project and the 221 Site Improvements.

PUBLIC COMMENT ON AGENDA ITEMS ONLY

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

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

RESOLUTIONS

Resolution No. 2022 – 61 Designating Official Newspapers

Commissioner Baugh made a motion to approve Resolution 2022-61. Commissioner Behnke seconded the motion. The motion was approved on a unanimous roll call vote.

Resolution No. 2022 - 62 Designating 2023 Meeting Schedule

Commissioner Behnke made a motion to approve Resolution 2022-62. Commissioner Smith seconded the motion. The motion was approved on a unanimous roll call vote..

Resolution No. 2022 – 63 Establishing Date, Time and Place for the Annual Reorganization Meeting

Commissioner Behnke made a motion to approve Resolution 2022-63. Commissioner Rowe seconded the motion. The motion was approved on a unanimous roll call vote.

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Resolution No. 2022 - 64 Appointment of Auditor

Commissioner Baugh made a motion to approve Resolution 2022-64. Commissioner Smith seconded the motion. The motion was approved on a unanimous roll call vote.

Resolution No. 2022 - 65 Appointment of General & Special Counsel

Commissioner Smith made a motion to approve Resolution 2022-65. Commissioner Baugh seconded the motion. The motion was approved on a unanimous roll call vote.

Resolution No. 2022 - 66 Appointment of Bond Counsel

Commissioner Behnke made a motion to approve Resolution 2022-66. Commissioner Rowe seconded the motion. The motion was approved on a unanimous roll call vote.

Resolution No. 2022 - 67 Appointment of Engineer

Commissioner Smith made a motion to approve Resolution 2022-67. Commissioner Behnke seconded the motion. The motion was approved on a unanimous roll call vote.

Resolution No. 2022 - 68 Appointment of Architect

Commissioner Behnke made a motion to approve Resolutions 2022-68. Commissioner Rowe seconded the motion. The motion was approved on a unanimous roll call vote.

Resolution No. 2022 – 69 Authorizing Cancelling Certain Outstanding Checks

Commissioner Baugh made a motion to approve Resolution 2022-69. Commissioner Smith seconded the motion. The motion was approved on a unanimous roll call vote.

Resolution No. 2022 - 70 Authorizing Contracts with Certain Approved State of New Jersey Cooperative Purchasing Program

Commissioner Behnke made a motion to approve Resolution Numbers 2022 – 70. Commissioner Baugh seconded the motion. The motion was approved on a unanimous roll call vote.

Resolution No. 2022 - 71 A Resolution Authorizing Certain Budgetary Transfers

Commissioner Baugh made a motion to approve Resolution 2022-71. Commissioner Smith seconded the motion. The motion was approved on a unanimous roll call vote.

OLD BUSINESS - None

NEW BUSINESS

1. Appointment of the following members to Fire Line Officer positions for the Year 2023.

Bob Zane	Deputy Chief
Matt Collins	Deputy Chief
Anthony Cappetta	Captain
Jimmy Cummings	Captain
Todd Young	Lieutenant
Dave Fell	Lieutenant
Matt Rossi	Lieutenant

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Bryan Lindh	Acting Lieutenant
Dylan Mullen	Acting Lieutenant
Devon Lyman	Acting Lieutenant
Steve Wolfe	Acting Lieutenant
Keith Harrison	Acting Lieutenant
Chris Plumb	Acting Lieutenant

Commissioner Behnke made a motion to authorize the Volunteer Fire Line Officer positions for Year 2023. Commissioner Baugh seconded the motion. The motion was approved on a unanimous roll call vote.

MEMBERSHIP - None

GOOD & WELFARE – President Guerrini mentioned that everyone loved seeing Santa arrive on a fire truck in his area.

PUBLIC COMMENT - None

ADJOURNMENT TO EXECUTIVE SESSION

Resolution No. 2022 - 72 Executive Session – Personnel

President Guerrini indicated that the board anticipates going into executive session for @ 30-45 minutes. The board may take action when we reconvene in public session.

Commissioner Behnke made a motion to approve Resolution Number 2022 - 72. Commissioner Baugh 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.

President Guerrini adjourned the meeting to executive session at 7:25 pm

RETURN TO PUBLIC - President Guerrini reconvened the public portion of the meeting at 8:20 PM.

There being no further business to come before the Board, Commissioner Behnke motioned to adjourn, and Commissioner Smith seconded it. All were in favor. President Guerrini adjourned the meeting at 8:22 pm.

Respectfully submitted,

Maureen Mitchell
Business Manager