

EVESHAM TOWNSHIP FIRE DISTRICT NO.1  
BOARD OF FIRE COMISSIONERS  
Regular Meeting  
September 8, 2022  
MINUTES

President John Behnke called the regular meeting of the Board of Fire Commissioners of Evesham Township Fire District No. 1 to order at 6:35 PM at Station 221. President Behnke welcomed all in attendance and announced that the agenda would be modified due to the active fire the District is tied up on. The swearing ins will take place once the Chief and the effective staff can clear the scene. 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 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 notice.”

ROLL CALL - The following individuals were present at the roll call, Commissioners: Baugh, Behnke and Rowe. Also present was Business Manager Maureen Mitchell.

APPROVAL OF MINUTES FROM PRIOR MEETINGS

The minutes of the August 11, 2022 Regular Meeting and August 31, 2022 Special Meeting & Executive Session were tabled to the next meeting as there was not a quorum from either meeting to vote on them.

TREASURER’S REPORT

The following report for the month of August 2022 was submitted by the Treasurer and read by Commissioner Baugh for approval:

Treasurer's Report for the period ended:  
August 31, 2022

Beginning Cash Balance	8,197,328.29
Cash Receipts	338,772.62
Cash Disbursements	<u>(1,284,373.01)</u>
Ending Cash Balance	<u><u>7,251,727.90</u></u>

Commissioner Rowe made a motion accepting the Treasurer’s Report as presented. Commissioner Behnke seconded the motion. The motion was approved on a unanimous roll call vote of members present.

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APPROVAL OF PAYMENT OF BILLS

September 8, 2022

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ELAN (P-CARD)	\$ 4,118.12
Heartland	\$ 453.57
NJ Pension & Benefits - Deductions	\$ 39,556.37
Bill List Dated: 9/8/22	<u>600,481.28</u>

TOTAL PAYMENTS THIS PERIOD \$ 644,609.34

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

BUSINESS MANAGER REPORT - Ms. Mitchell gave a verbal summary of her report that was previously provided to the Board of Fire Commissioners. Manager Mitchell indicated that the Board 221 Capital Improvement bid was received, and she is in the process of reviewing the results with DC Freedman and the Engineer.

Commissioner Rowe asked Manager Mitchell about the EMS billing issues. Manager Mitchell indicated that it is getting better but they are still not 100% compliant. Commissioner Rowe requested the third-party billing company provide a corrective action plan for the comingled fund issue. Manager Mitchell indicated she would request that from the third-party billing company.

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. 2022 – 43 Recognizing the Retirement of Firefighter Inspector Anthony Bianchi

Commissioner Rowe made a motion to approve Resolution Number 2022 – 43. Commissioner Baugh seconded the motion. A roll call vote on the foregoing motion produced the following result: AYES: Baugh, Behnke and Rowe; NAYS: None; ABSTAINED: None; ABSENT: Guerrini, Smith.

NEW BUSINESS

1. 2023 Capital Budget - Discussion on the proposed Capital Project(s) to be included in the 2023 Fire District Budget

Manager Mitchell reviewed the proposed Capital Budget which will come before the Board at the Public Hearing on September 22, 2022.

2. Ground Lease Station 225 for a proposed cell tower

Manager Mitchell advised the Board that she and the Chief have received multiple requests for permission to put a cell tower on the property at Station 225.

Manager Mitchell advised that she would have to prepare a bid specification for the lease of a portion of the property to construct and maintain a cell tower in the rear of the property. She advised the Board that the District could require the inclusion of any receivers or repeaters necessary for the public safety signals in that section of town that is currently under served.

The Board would have the ability to award the bid if the benefit to the District and the compensation where appropriate.

Commissioner Baugh made a motion to authorize the Business Manager to solicit bids for the construction and maintenance of a cell tower at Station 225.

Commissioner Rowe seconded the motion. A roll call vote on the foregoing motion produced the following result: AYES: Baugh, Behnke and Rowe; NAYS: None; ABSTAINED: None; ABSENT: Guerrini and Smith.

3. Permission for Fire and Safety to Display Quint at the Annual Fireman's Convention in Wildwood

Manager Mitchell advised the Board that the District received a request from Fire and Safety to display the new Quint at the Annual Fireman's Convention in Wildwood. Manager Mitchell indicated that she received certificate of insurance from Fire and Safety that was accepted by the JIF to cover this request.

Commissioner Rowe made a motion to authorize the Display in Wildwood.

Commissioner Baugh seconded the motion. A roll call vote on the foregoing motion produced the following result: AYES: Baugh, Behnke and Rowe; NAYS: None; ABSTAINED: None; ABSENT: Guerrini and Smith.

OLD BUSINESS: None

MEMBERSHIP

1. New Members: Christian Carroll Jr.

Commissioner Baugh made a motion to approve the membership application presented.

Commissioner Rowe seconded the motion. A roll call vote on the foregoing motion produced the following result: AYES: Baugh, Behnke and Rowe; NAYS: None; ABSTAINED: None; ABSENT: Guerrini and Smith.

GOOD & WELFARE: None.

PUBLIC COMMENT

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

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

President Behnke recessed the meeting at 6:58 until such time as the Chief and Staff are available for the commencement of the meeting.

The President reconvened the meeting at 7:17 pm.

#### CHIEF'S REPORT

Chief Bittenbender gave a verbal summary of his report that was previously provided to the Board of Fire Commissioners. Chief reviewed the kids safety camp and gave a shout out to FF/EMT/Inspectors Cavella and Fitzpatrick-Ruth for their hard work on the safety camp. The Chief mentioned the upcoming Harvest Fest and the opportunity for the public to see the services that the District provides the community.

#### CEREMONIAL SWEARING INS

President Behnke asked Chief Bittenbender and Mayor Veasey to come forward along with Firefighter/EMTs Jeffrey Morse & Brendan Sibson. Mayor Veasey administered the Oaths, and they were pinned by their families.

The Board congratulated the Firefighter/EMTS.

Chief Bittenbender called up Firefighter/EMT/Inspector Sandra Massi and spoke briefly about the many accomplishments she has achieved with the District during her many years of service, including being on the first rig to respond to tonight's fire. Mayor Veasey administered the Lieutenant Oath and she was pinned by her family.

President Behnke thanked the members, families, and friends, who came out to witness this great occasion.

There being no further business to come before the Board, Commissioner Rowe made a motion to adjourn. Commissioner Baugh seconded the motion. The motion was approved on a unanimous roll call vote. President Behnke adjourned the meeting at 7:47 pm.

Respectfully submitted,

Maureen P. Mitchell  
Business Manager