

EVESHAM TOWNSHIP FIRE DISTRICT NO.1  
BOARD OF FIRE COMMISSIONERS

Regular Meeting

July 16, 2024

MINUTES

Vice President Rowe called the regular meeting of the Board of Fire Commissioners of Evesham Township Fire District No. 1 to order at 7:04 PM at Station 221. Vice President Rowe welcomed all in attendance. He opened the meeting with a flag salute and Pledge of Allegiance and a traditional moment of silence for those that have gone before us, especially Commissioner Guerini's mother who recently passed. The following statement of compliance with the New Jersey Open Public Meetings Act was given by Business Administer 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 8, 2023, 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, Powers, and Rowe. Also, present: Chief Carl Bittenbender, DC Scott Freedman, Business Administrator Maureen Mitchell, and Solicitor Hodges. ABSENT: Commissioner Guerrini

APPROVAL OF MINUTES FROM PRIOR MEETINGS

Commissioner Powers made a motion to approve the minutes from the May 14, 2024, Regular Meeting and Executive Session and the June 11, 2024, Regular Meeting and Executive Session. Commissioner Baugh seconded the motion. A roll call vote on the motion produced the following result: AYES, Baugh, Powers and Rowe; NAYS, none; ABSTAINED: None; ABSENT: Guerrini.

TREASURER'S REPORT

The following report for the month of June 2024 was read for acceptance:

Treasurer's Report for the period ended:

June 30, 2024

Beginning Cash Balance	\$10,237,057.37
Cash Receipts	223,432.33
Cash Disbursements	<u>(748,665.00)</u>
Ending Cash Balance	<u><u>\$9,711,824.70</u></u>

Commissioner Powers made a motion accepting the Treasurer's Report as presented. Commissioner Baugh seconded the motion. A roll call vote on the motion produced the following result: AYES, Baugh, Powers and Rowe; NAYS, none; ABSTAINED: None; ABSENT: Guerrini.

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APPROVAL OF PAYMENT OF BILLS

BILL LIST  
July 16, 2024

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M&T P-Card	\$	8,116.28
Heartland	\$	781.72
Payroll #10 & #11	\$	469,529.28
Payroll Deductions Payable	\$	70,753.97
NJ Pension & Benefits – SHBP	\$	71,816.13
Bill List Dated: 6/11/24	\$	253,130.69
Atlantic City Electric	\$	478.82
Firestone Tire & Service	\$	427.44

TOTAL PAYMENTS THIS PERIOD \$ 875,034.33

Commissioner Baugh made a motion to approve the payment of bills as contained on the Bill List Report. Commissioner Powers seconded the motion. A roll call vote on the motion produced the following result: AYES, Baugh, Powers, and Rowe; NAYS, none; ABSTAINED: None; ABSENT: Guerrini.

CHIEF'S REPORT

The Chief stated that it had been a busy month for EMS. The Chief went on to give the operations summary. He stated that there are two (2) names on the agenda tonight for hiring FF/EMTs. The Chief praised the staff, both career and volunteer, for their efforts on the 4<sup>th</sup> of July; it was a great day from the parade to the fireworks. He also discussed the Youth Fire Academy and the feedback he had from that was very positive. Based on the feedback the Chief received from the Youth Fire Academy, he is looking to open the Junior Auxiliary Program in the September/October time frame, to capitalize on the recent participants.

Vice President Rowe noted that it was great to see two responses with great response times and asked if any units were down in June.

The Chief stated that there was one (1) unit down for approx. two (2) hours and he believed it to be mechanical.

The question was asked about the ambulance overcharging issue and whether it was a warranty covered issue and it was confirmed that we are outside the warranty window.

DC Freedman explained that the Ambulance Box from the remount has a one (1) year bumper to bumper warranty.

SOLICITOR'S REPORT

Solicitor Hodges had nothing to report in public.

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BUSINESS ADMINISTRATOR REPORT

Administrator Mitchell gave a verbal summary of her report that was previously provided to the Board. Administrator Mitchell mentioned the Resolution on the agenda for the Chapter 159 is to allow the DCA FY24 American Rescue Plan Firefighter Grant to be brought into the 2024 budget to begin purchasing the covered PPE. Mitchell also mentioned the HGAC award resolution for consideration on the agenda tonight. Mitchell indicated that the second quarter Statement of Revenues and Expenses is in the Board packet and she was happy to announce that the EMS billing is back on track after the Change Health data breach, so we should exceed our targeted revenue for 2024.

PUBLIC COMMENT ON AGENDA ITEMS ONLY – None

RESOLUTIONS

Resolution No. 2024 – 32 Resolution Requesting Approval of Items of Revenue and Appropriations NJSA 40A:4-87

Commissioner Powers made a motion to approve Resolution Number 2024 – 32. Commissioner Baugh seconded the motion. A roll call vote on the foregoing motion produced the following result: AYES: Baugh, Powers and Rowe; NAYS: None; ABSTAINED: None; ABSENT: Guerrini

Resolution No. 2024 – 33 Awarding a Contract for One (1) 23A-109 Pierce Enforcer 100FT AAT-1035

Commissioner Powers thanked everyone who worked on the apparatus committee acknowledging Deputy Chief Freedman, Deputy Chief Collins, Lieutenant Young along with the rest of the committee, for the tremendous amount of time and effort they put into designing the apparatus.

Commissioner Powers made a motion to approve Resolution Number 2024 – 33. Commissioner Baugh seconded the motion. A roll call vote on the foregoing motion produced the following result: AYES: Baugh, Powers, and Rowe; NAYS: None; ABSTAINED: None; ABSENT: Guerrini

Resolution No. 2024 – 34 Resolution Authorizing the Hiring of Full Time Firefighters/EMTs

Commissioner Baugh made a motion to approve Resolution Number 2024 – 34. Commissioner Powers seconded the motion. A roll call vote on the foregoing motion produced the following result: AYES: Baugh, Powers, and Rowe; NAYS: None; ABSTAINED: None; ABSENT: Guerrini

NEW BUSINESS

1. Approval for Travel to IAFC Volunteer Workforce Solutions sponsored Helping Members Find Their Spark Through Mentoring in Rochester, NY on 10/19 and 10/20

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Commissioner Powers made a motion to approve travel to the IAFC Volunteer Workforce Solutions sponsored Helping Members Find Their Spark Through Mentoring in Rochester, NY. Commissioner Baugh seconded the motion A roll call vote on the foregoing motion produced the following result: AYES: Baugh, Powers, and Rowe; NAYS: None; ABSTAINED: None; ABSENT: Guerrini

OLD BUSINESS

1. Policies
  - a. 404 – Sick Leave and Documentation

Commissioner Powers made a motion to approve Policy 404. Commissioner Rowe seconded the motion. A roll call vote on the foregoing motion produced the following result: AYES: Baugh, Powers, and Rowe; NAYS: None; ABSTAINED: None; ABSENT: Guerrini

MEMBERSHIP

1. New members: Christopher Arment & John Merefield – Volunteer FFs

Commissioner Powers made a motion to approve membership actions. Commissioner Rowe seconded the motion. A roll call vote on the foregoing motion produced the following result: AYES: Baugh, Powers, and Rowe; NAYS: None; ABSTAINED: None; ABSENT: Guerrini

GOOD & WELFARE

Commissioner Powers gave a heat safety message regarding the extreme heat we are experiencing. Powers reminded everyone to hydrate, take rest breaks and peer check. In addition, we should all check in on our friends and neighbors.

Vice President Rowe asked the Chief if Commissioner Guerrini wanted to share the information on his mother's upcoming service. The Chief confirmed the passing of Commissioner Guerrini's mother and that the services will be this Thursday from 6pm-8pm at Bradley Funeral Home.

Vice President Rowe also expressed gratitude to all that worked and volunteered for the 4<sup>th</sup> of July celebration. VP Rowe mentioned that he was a patron with his family at the event, and it was very well done.

PUBLIC COMMENT - None

ADJOURNMENT TO EXECUTIVE SESSION

Resolution No. 2024 – 35      Executive Session – Contract Negotiations and pending or anticipated litigation or contract negotiation in which the public body is, or may become a party.

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

Commissioner Powers made a motion to approve Resolution Number 2024 – 35. Commissioner Baugh seconded the motion. A roll call vote on the foregoing motion produced the following result: AYES: Baugh, Powers, and Rowe; NAYS: None; ABSTAINED: None; ABSENT: Guerrini.

Vice President Rowe adjourned the public portion of the meeting at 7:30 PM.

RETURN TO PUBLIC – Vice President Rowe reconvened the public portion of the meeting at 8:12 PM.

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

Vice President Rowe adjourned the meeting at 8:13 pm.

Respectfully submitted,



Maureen Mitchell  
Business Administrator