

EVESHAM TOWNSHIP FIRE DISTRICT NO.1
BOARD OF FIRE COMISSIONERS
Regular Meeting
December 27, 2024
MINUTES

President Guerrini called the regular meeting of the Board of Fire Commissioners of Evesham Township Fire District No. 1 to order at 12:02 PM at Station 221. President Guerrini 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. The following statement of compliance with the New Jersey Open Public Meetings Act was given by Business Administrator 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 6, 2024, 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: Albright, Baugh, Guerrini, McIntyre, and Powers. Also, present: Chief Bittenbender, DC Donnelly, Business Administrator Maureen Mitchell and Solicitor Hodges.

APPROVAL OF MINUTES FROM PRIOR MEETINGS

Commissioner McIntyre made a motion that the minutes of the December 3, 2024, Regular Meeting and Executive Session be approved. Commissioner Albright seconded the motion. A roll call vote on the motion produced the following result: AYES, Albright, Baugh, Guerrini, McIntyre, and Powers; NAYS, none; ABSTAINED: None; ABSENT, None.

TREASURER'S REPORT

The following report for the month of November 2024 was read for acceptance by Treasurer Baugh:

Treasurer's Report for the period ended:
November 30, 2024

Beginning Cash Balance	\$13,727,342.36
Cash Receipts	238,348.55
Cash Disbursements	<u>(1,123,640.92)</u>
Ending Cash Balance	<u><u>\$12,842,049.99</u></u>

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

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APPROVAL OF PAYMENT OF BILLS

BILL LIST

December 27, 2024

M&T P-Card	\$	7,809.00
ELAN P-Card	\$	5.35
Heartland	\$	778.25
Payroll #25 & 26	\$	479,479.41
Payroll Deductions Payable	\$	11,712.50
Bill List Dated: 12/27/24	\$	279,777.79
PSE&G	\$	9,278.47

TOTAL PAYMENTS THIS PERIOD \$ 788,840.77

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

PUBLIC COMMENT ON AGENDA ITEMS ONLY – None

RESOLUTIONS

Resolution No. 2024 - 65 Appointment of General and Labor Counsel

Commissioner McIntyre made a motion to approve Resolution Number 2024 – 65. Commissioner Albright seconded the motion. A roll call vote on the motion produced the following result: AYES, Albright, Guerrini, and McIntyre; NAYS, Baugh and Powers; ABSTAINED: none; ABSENT, none.

Resolution No. 2024 - 75 Resolution Authorizing the Award of Fire Hose

Commissioner Powers made a motion to approve Resolution Number 2024 - 75. Commissioner Albright seconded the motion. A roll call vote on the motion produced the following result: AYES, Albright, Baugh, Guerrini, McIntyre, and Powers; NAYS, none; ABSTAINED: none; ABSENT, none.

Resolution No. 2024 - 76 Resolution Authorizing the Hiring of Firefighter/EMT

Commissioner McIntyre made a motion to approve Resolution Number 2024 - 76. Commissioner Albright seconded the motion. A roll call vote on the motion produced the following result: AYES, Albright, Baugh, Guerrini, McIntyre, and Powers; NAYS, none; ABSTAINED: none; ABSENT, none.

Resolution No. 2024 - 77 Resolution Authorizing the Disposal of Surplus Property that is no longer serviceable or needed for public purpose

Commissioner Powers made a motion to approve Resolution Number 2024 - 77. Commissioner Baugh seconded the motion. A roll call vote on the motion produced the

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following result: AYES, Albright, Baugh, Guerrini, McIntyre, and Powers; NAYS, none; ABSTAINED: none; ABSENT, none.

Resolution No. 2024 - 78 Refund of Smoke Inspection Fee

Commissioner Baugh made a motion to approve Resolution Number 2024 - 78. Commissioner McIntyre seconded the motion. A roll call vote on the motion produced the following result: AYES, Albright, Baugh, Guerrini, McIntyre, and Powers; NAYS, none; ABSTAINED: none, ABSENT, none.

Resolution No. 2024 - 79 Resolution Authorizing Certain Budgetary Transfers

Commissioner McIntyre made a motion to approve Resolution Number 2024 - 79. Commissioner Baugh seconded the motion. A roll call vote on the motion produced the following result: AYES, Albright, Baugh, Guerrini, McIntyre, and Powers; NAYS, none; ABSTAINED: none; ABSENT, none.

NEW BUSINESS –

1. Fire Marshal On Call Vehicle Use

Chief Bittenbender gave a brief summary of his memo to the Board regarding the need to authorize the use of an on-call vehicle for off hour response.

Commissioner Albright made a motion to approve the Fire Marshal On Call vehicle use. Commissioner McIntyre seconded the motion. A roll call vote on the motion produced the following result: AYES, Albright, Baugh, Guerrini, McIntyre, and Powers; NAYS, None; ABSTAINED: None; ABSENT, None.

2. Approval for training and travel for Chief Bittenbender to the National Fire Service Staff and Command Course in Annapolis, Maryland, March 2-7, 2025

Chief Bittenbender gave a brief summary of the benefits.

Commissioner McIntyre made a motion to approve travel for the Chief to attend the National Fire Service Staff and Command Course. Commissioner Albright seconded the motion. A roll call vote on the motion produced the following result: AYES, Albright, Baugh, Guerrini, McIntyre, and Powers; NAYS, None; ABSTAINED: None; ABSENT, None.

3. Approval for all volunteer and career Chief Officers and up to two additional Lieutenants or Captains (if they are available) to attend the Congressional Fire Services Institute Symposium and Dinner in Washington DC, on February 12-13.

President Guerrini asked the command staff to give the Board a brief review of the benefits to the District of having staff attend.

Chief Bittenbender gave a summary, with DC Donnelley expanding on the benefits.

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Commissioner Baugh asked how many people the Chief was asking to send. Chief indicated he would take up to 8 District members.

Commissioner McIntyre made a motion to approve travel for the Congressional Fire Services Institute. Commissioner Albright seconded the motion. A roll call vote on the motion produced the following result: AYES, Albright, Baugh, Guerrini, McIntyre, and Powers; NAYS, None; ABSTAINED: None; ABSENT, None.

OLD BUSINESS - None

MEMBERSHIP

1. Leonides Fullerton, Vol FF
2. S.N., Jr. Auxiliary member

Commissioner Baugh made a motion to approve the membership above. Commissioner Albright seconded the motion. A roll call vote on the motion produced the following result: AYES, Albright, Baugh, Guerrini, McIntyre, and Powers; NAYS, none; ABSTAINED: none; ABSENT, none.

GOOD & WELFARE –

The Chief informed the Board of the passing of Mary Lowden, wife of former Chief Ted Lowden. Funeral arrangements are set for January 11, 2025 and the district is planning to travel for the visitation. Chief Bittenbender, DC Freedman, and DC Zane will be putting a plan in place.

Solicitor Hodges expressed her gratitude to the Board and the Command Staff. She stated that she appreciated working with all of you.

PUBLIC COMMENT - None

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

President Guerrini adjourned the meeting at 12:45 pm.

Respectfully submitted,



Maureen Mitchell
Business Administrator