

EVESHAM TOWNSHIP FIRE DISTRICT NO.1
BOARD OF FIRE COMISSIONERS

Regular Meeting

March 11, 2025

MINUTES

President Guerrini called the regular meeting of the Board of Fire Commissioners of Evesham Township Fire District No. 1 to order at 6:30 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 5, 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, DC Freedman, Business Administrator Maureen Mitchell and Solicitor Saginario.

APPROVAL OF MINUTES FROM PRIOR MEETINGS

Commissioner Powers made a motion that the minutes of February 25, 2025, Regular Meeting be approved. 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.

TREASURER'S REPORT

The following report for the month of February 2025 was read for acceptance by Treasurer Baugh:

Treasurer's Report for the period ended:

February 28, 2025

Beginning Cash Balance	\$14,256,899.52
Cash Receipts	3,426,387.37
Cash Disbursements	<u>(857,288.91)</u>
Ending Cash Balance	<u><u>\$16,825,997.98</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, Albright, Baugh, Guerrini, McIntyre and Powers; NAYS: None; ABSTAINED: None; ABSENT: None.

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APPROVAL OF PAYMENT OF BILLS

BILL LIST
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M&T P-Card	\$ 9,564.44
ELAN P-Card	\$
Heartland	\$ 1,629.72
NJ Pension & Benefits - SHBP	\$ 83,087.03
NJ Pension & Benefits - Pension	\$
Payroll #5	\$ 239,528.29
Payroll Deductions Payable	\$ 35,805.34
Bill List Dated: 3/11/25	\$ 66,514.77
South Jersey Gas	\$ 4,252.05
PSE&G	\$ 4,784.32

TOTAL PAYMENTS THIS PERIOD \$ 445,165.96

Commissioner McIntyre 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: Albright, Baugh, Guerrini, McIntyre, and Powers; NAYS: None; ABSTAINED: None; ABSENT: None.

CHIEF'S REPORT

The Chief started his report by reviewing the operations summary for the month of February. He stated that the hiring process is ongoing with some Firefighter/EMTs being put before the Board this evening as well as promotions to Captain and Lieutenant on the agenda. There was a recent vehicle accident within the fleet. There was no injury to the member involved.

Solicitor Saginario asked if the accident was reported to the JIF, which the Chief and Business Administrator confirmed that it was properly reported.

BUSINESS ADMINISTRATOR REPORT

Business Administrator Mitchell advised the Board that her report was in the packet and she reviewed the EMS rate increase resolution and the personnel actions mentioned by the Chief. She reminded the Board that their Financial Disclosure statements are due by April 30th and the MEL training class is due by May 1st.

SOLICITOR REPORT - None

PUBLIC COMMENT ON AGENDA ITEMS ONLY – None

RESOLUTIONS

Resolution No. 2025 - 16 Resolution Authorizing the Hiring of
Firefighter/Emergency Medical Technicians

Commissioner Powers made a motion to approve Resolution Number 2025 - 16.
Commissioner Albright seconded the motion. A roll call vote on the motion produced

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

Resolution No. 2025 - 17 Resolution Authorizing the Hiring of Emergency Medical Technicians

Commissioner Powers made a motion to approve Resolution Number 2025 - 17.
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. 2025 - 18 Resolution Ratifying the Hourly Increase of Certain “Per Diem” Emergency Medical Technicians

Commissioner McIntyre made a motion to approve Resolution Number 2025 - 18.
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. 2025 - 19 Resolution Authorizing the Hiring of “Per Diem” Emergency Medical Technician

Commissioner Powers made a motion to approve Resolution Number 2025 - 19.
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. 2025 - 20 Resolution Authorizing Disposal of Surplus Property at Auction

Commissioner McIntyre made a motion to approve Resolution Number 2025 - 20.
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. 2025 - 21 Resolution Amending the Fee Schedule for Emergency Medical Services

Commissioner Baugh made a motion to approve Resolution Number 2025 - 21.
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. 2025 - 22 Authorizing Change Order No. 2 Riverfront LLC

Commissioner Powers made a motion to approve Resolution Number 2025 - 22.
Commissioner McIntyre seconded the motion. A roll call vote on the motion produced

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

President Guerrini asked Deputy Chief Donnelly to speak to the Board about the promotion process and what it entails.

Deputy Chief Donnelly explained that the applicants are put through a written exam that is designed by a third party, a tactical exercise and then they are interviewed by a panel of internal and external officers. Part of the interview process is to submit a CV to accentuate their training and accomplishments and to assess the staff for advancement.

He continued that there is a scoring rubric used which is then presented to the Chief for final review before coming in front of the Board. The process takes about 8 months to complete and the candidates put forward tonight culminate that extensive process.

Commissioner Baugh commented that although she appreciated the explanation of the process, she didn't feel ready to vote. She felt she did not have a lot of detail and wouldn't be able to speak to the process if she was asked. She would like to table the promotions because she would like more information and would also like the Solicitor to look at the process.

Commissioner McIntyre asked if there were questions that she had that could be answered right now. Commissioner Baugh stated that there were not.

Commissioner Baugh made a motion to table Resolution Number 2025 - 23.
Commissioner Powers seconded the motion. A roll call vote on the motion produced the following result: AYES: Baugh and Powers; NAYS: Albright, Guerrini, and McIntyre; ABSTAINED: None; ABSENT: None.

Resolution No. 2025 - 23 Resolution to Promote Lieutenants & Captains

Commissioner Albright made a motion to approve Resolution Number 2025 - 23.
Commissioner McIntyre seconded the motion. A roll call vote on the motion produced the following result: AYES: Albright, Guerrini, and McIntyre; NAYS: Powers; ABSTAINED: Baugh; ABSENT: None.

Solicitor Saginario stated that he would be happy to look at the process to advise on legal standpoint. He has no knowledge of any issues, however, if the majority of the board requested him to look into it, he would be happy to.

Commissioner Powers made a motion to have the Solicitor look into the promotional process. Commissioner Baugh seconded the motion. A roll call vote on the motion produced the following result: AYES: Baugh, Powers, and McIntyre; NAYS: Albright, Guerrini; ABSTAINED: None; ABSENT: None.

NEW BUSINESS – None

OLD BUSINESS - None

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MEMBERSHIP

1. New Members:

- a. Christina Caruso – Vol. EMT Candidate
- b. A.A. – Junior Auxiliary

Commissioner McIntyre made a motion to approve the new membership. Commissioner Powers 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

Commissioner Baugh stated that abstaining from the vote of promotion did not mean that she was against it, just that she would like to learn more about the process. She would like a document showing what the promotion process looks like. Commissioner Baugh stated she does not find it funny to be joking around about the cost to the District to review the process. She feels this is the future of the department and something to be taken seriously.

Chief Bittenbender mentioned that since the District revamped the auxiliary program, we have had our first junior member turn eighteen (18) and graduate to full membership.

ACTION ITEMS

- Solicitor to review the hiring process.

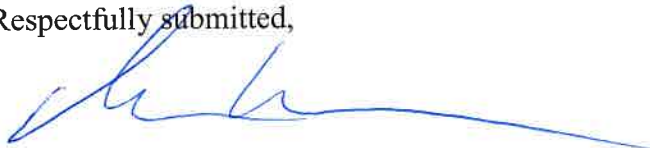
PUBLIC COMMENT - None

ADJOURNMENT

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

President Guerrini adjourned the meeting at 6:55PM.

Respectfully submitted,



Maureen Mitchell
Business Administrator