

EVESHAM TOWNSHIP FIRE DISTRICT NO.1
BOARD OF FIRE COMISSIONERS
Regular Meeting
September 9, 2025
MINUTES

President Guerrini called the regular meeting of the Board of Fire Commissioners of Evesham Township Fire District No. 1 to order at 6:32 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: Baugh, Guerrini, McIntyre and Powers (Remotely). Also, present: Chief Bittenbender, Business Administrator Maureen Mitchell and Solicitor Joe Betley. ABSENT: Albright

APPROVAL OF MINUTES FROM PRIOR MEETINGS

Commissioner Baugh made a motion that the minutes of August 12, 2025, Regular Meeting be approved. Commissioner McIntyre seconded the motion. A roll call vote on the motion produced the following result: AYES: Baugh, Guerrini, and McIntyre; NAYS: None; ABSTAINED: Powers; ABSENT: Albright.

TREASURER'S REPORT

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

Treasurer's Report for the period ended:

August 31, 2025

Beginning Cash Balance	\$15,157,623.22
Cash Receipts	284,969.34
Cash Disbursements	<u>(935,173.12)</u>
Ending Cash Balance	<u><u>\$14,507,419.44</u></u>

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

APPROVAL OF PAYMENT OF BILLS

Evesham Township Fire District No. 1
Minutes – September 9, 2025

BILL LIST	
September 9, 2025	
M&T P-Card	\$ 4,330.64
Heartland	\$ 566.17
NJ Pension & Benefits - SHBP	\$ 91,083.60
NJ Pension & Benefits - Pension	\$ 53,883.90
Payroll #17 & 18	\$ 560,045.57
Payroll Deductions Payable	\$ 34,744.43
Bill List Dated: 9/9/25	\$ 68,295.70
PSE&G	\$ 25,628.81
TOTAL PAYMENTS THIS PERIOD	
	<u>\$ 838,578.82</u>

Commissioner McIntyre made a motion to approve the payment of bills as contained on the Bill List Report. Commissioner Baugh seconded the motion. A roll call vote on the motion produced the following result: AYES: Baugh, Guerrini (except check #1203), McIntyre and Powers; NAYS: None; ABSTAINED: Guerrini (check #1203); ABSENT: Albright.

CHIEF'S REPORT

The Chief started his report by reviewing the operations summary for the month of August. He went on to discuss the 9/11 Ceremony scheduled for Thursday at 221.

Commissioner Baugh asked about the overtime and if we are still within the budget.

Chief Bittenbender informed her that we are still within the budget for overtime.

Commissioner Baugh then asked if it was normal to have overtime for a fire investigation, which the Chief answered that, yes, it is normal to have overtime in the event it happens after hours or on weekends.

The Chief gave a brief overview of the proposed Capital Budget we would be voting on tonight after the Public Hearing.,

Commissioner McIntyre asked about the proposed boat and if the Township would really have a need for it.

Commissioner Powers answered that yes, we are downstream from several dams and there is definitely the potential for us to experience flooding that would require a boat.

SOLICITOR REPORT – Solicitor Betley had no information to report.

BUSINESS ADMINISTRATOR REPORT

Business Administrator Mitchell advised the Board that her report was previously provided to the Board in the agenda packet. Business Administrator Mitchell indicated that tonight's budget hearing on the Capital Budget is setting the ceiling for inclusion in

Evesham Township Fire District No. 1
Minutes – September 9, 2025

the 2026 Capital Budget. It has been properly advertised, and we can budget up to the amount in the resolution in the 2026 budget.

PUBLIC COMMENT ON AGENDA ITEMS ONLY – None

President Guerrini read the Capital Budget by project and amount. He then opened the Public Comment on the Proposed Capital Projects for inclusion in the 2026 Annual Fire District Budget.

No one stepped forward so the President closed the Public Hearing and moved onto Resolution 2025-44 to adopt the Capital Projects.

RESOLUTIONS

Resolution No. 2025 - 44 Resolution Authorizing Capital Projects Pursuant to
N.J.S.A. 40A:14-84

Commissioner McIntyre made a motion to approve Resolution Number 2025 - 44.
Commissioner Baugh seconded the motion. A roll call vote on the motion produced the following result: AYES: Baugh, Guerrini, McIntyre and Powers; NAYS: None;
ABSTAINED: None; ABSENT: Albright.

Resolution No. 2025 - 45 Resolution Authorizing the Hiring of Per Diem
Emergency Medical Technician

Commissioner McIntyre made a motion to approve Resolution Number 2025 - 45.
Commissioner Baugh seconded the motion. A roll call vote on the motion produced the following result: AYES: Baugh, Guerrini, McIntyre, and Powers; NAYS: None;
ABSTAINED: None; ABSENT: Albright.

Resolution No. 2025 - 46 Resolution Authorizing the Hiring of
Firefighter/Emergency Medical Technician

Commissioner McIntyre made a motion to approve Resolution Number 2025 - 46.
Commissioner Baugh seconded the motion. A roll call vote on the motion produced the following result: AYES: Baugh, Guerrini, McIntyre, and Powers; NAYS: None;
ABSTAINED: None; ABSENT: Albright.

Resolution No. 2025 - 47 Resolution Awarding a Contract for Kings Grant Fire
Station Pole Barn Project

Commissioner Baugh made a motion to approve Resolution Number 2025 - 47.
President Guerrini seconded the motion. A roll call vote on the motion produced the following result: AYES: Baugh, Guerrini, McIntyre and Powers; NAYS: None;
ABSTAINED: None; ABSENT: Albright.

NEW BUSINESS –

1. Move November Board Meeting – a request was made to move the November Board meeting to Wednesday as Tuesday is Veterans day and there were a few

Evesham Township Fire District No. 1
Minutes – September 9, 2025

scheduling conflicts with the original Thursday date. All present Board Members agreed to move the November Meeting from Thursday, November 13, 2025, to Wednesday, November 12, 2025.

OLD BUSINESS - None

MEMBERSHIP

1. New Members:
 - a. Pierce Atkins – Vol. FF Recruit
 - b. Aiden Brunges – Vol FF Recruit
 - c. Haley Levin – Vol EMT Recruit
2. Terminate Members:
 - a. Alexa Frantz and Nicole Tull

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

GOOD & WELFARE

President Guerrini read into the record the thank you note received from recently retired Captain Lou Cavaliere.

Chief Bittenbender offered his congratulations to President Guerrini on his promotion to Lieutenant with the Westampton Fire Department.

ACTION ITEMS – None

PUBLIC COMMENT - None

ADJOURNMENT

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

President Guerrini adjourned the meeting at 7:18 pm.

Respectfully submitted,



Maureen Mitchell
Business Administrator