

EVESHAM TOWNSHIP FIRE DISTRICT NO.1
BOARD OF FIRE COMMISSIONERS
Regular Meeting
December 29, 2025
MINUTES

President McIntyre called the regular meeting of the Board of Fire Commissioners of Evesham Township Fire District No. 1 to order at 12:01 PM at Station 221. President McIntyre 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, McIntyre, and Powers. ABSENT, Rowe Also present were Deputy Chief Ryan Donnelly, and Business Administrator Maureen Mitchell.

APPROVAL OF MINUTES FROM PRIOR MEETINGS

Commissioner Powers made a motion that the minutes of December 1, 2025, Special Meeting & December 2, 2025, Regular Meeting, be approved. Commissioner Albright seconded the motion. A roll call vote on the motion produced the following result: AYES, Albright, Baugh, McIntyre, and Powers; NAYS, none; ABSTAINED: None; ABSENT, Rowe.

TREASURER'S REPORT

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

Treasurer's Report for the period ended:
November 30, 2025

Beginning Cash Balance	\$16,187,645.21
Cash Receipts	218,864.67
Cash Disbursements	<u>(1,006,595.39)</u>
Ending Cash Balance	<u><u>\$15,399,914.49</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, McIntyre, and Powers; NAYS: None; ABSTAINED: None; ABSENT: Rowe.

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APPROVAL OF PAYMENT OF BILLS

The following bill list was submitted for approval and read by Commissioner Baugh:

BILL LIST	
December 29, 2025	
M&T P-Card	\$ 10,854.04
Heartland	\$ 1,286.84
Payroll #25 & #26	\$ 572,536.74
Payroll Deductions Payable	\$ 12,477.50
Bill List Dated: 12/29/25	\$ 283,463.23
TOTAL PAYMENTS THIS PERIOD	
	<u>\$ 880,618.35</u>

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

PUBLIC COMMENT ON AGENDA ITEMS ONLY

President McIntyre opened the Public Comment section for the agenda items only.

There were no comments from any members of the public, so President McIntyre closed the public portion on agenda items only.

RESOLUTIONS

Resolution No. 2025 - 71 Resolution Authorizing Certain Budgetary Transfers

Commissioner Powers made a motion to approve Resolution Number 2025 - 71. Commissioner Albright seconded the motion. A roll call vote on the motion produced the following result: AYES: Albright, Baugh, McIntyre and Powers; NAYS: None; ABSTAINED: None; ABSENT: Rowe.

Resolution No. 2025 - 72 EMT Rate Increase & Ratifying the 2026 Hourly Rates

Commissioner Powers indicated that he has a discussion with the Chief regarding approving a procedure to approve work that would qualify for the NJ EMT Instructor Certification rate as indicated. Business Administration Mitchell indicated that the split rate for an employee who qualifies for the Instructor rate would be split on the resolution as amended.

Commissioner Powers made a motion to approve Resolution Number 2025 – 72 as amended for the split rate and the Chief creating a procedure detailing the qualifications for the split rate. Commissioner Albright seconded the motion. A roll call vote on the

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

NEW BUSINESS –

1. Authorized MOA for Participating Agency of Task Force One

Commissioner Powers stated that he spoke with the Chief to ensure that participating doesn't impact our services negatively.

Chief Bittenbender responded that the District agrees to support the Task Force activities interstate or intrastate. The Chief did not anticipate any negative impact on services as currently on one individual is certified and that each deployment is approved at the District level.

Commissioner Baugh asked if we could limit it to a certain number of people eligible to qualify for the Task Force.

Chief Bittenbender responded that it wasn't necessary as the Task Force is very competitive and the District approves the activation.

Commissioner Powers made a motion to approve the MOA for participating agency of Task Force One. Commissioner Albright seconded the motion. A roll call vote on the motion produced the following result: AYES, Albright, Baugh, McIntyre, and Powers; NAYS, None; ABSTAINED: None; ABSENT, Rowe.

OLD BUSINESS:

Commissioner Powers asked about sharing our meetings virtually, or Facebook Live. He would like to see us move towards that.

MEMBERSHIP –

- A. Evan Fox and Tyler Newton – Untrained FFs
- B. N.B. #1 & N.B. #2 – Jr. Auxiliary Member

Commissioner Baugh asked what an untrained firefighter is.

Chief Bittenbender informed her that it is a volunteer who hasn't completed the Firefighter 1 training at the Academy.

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

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GOOD & WELFARE:

Chief Bittenbender informed the Board of a new volunteer firefighter who experienced a devastating fire out of town at his home. The Chief shared the GoFundMe with our membership, to see if anyone was able to help him.

PUBLIC COMMENT - None

ADJOURNMENT

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

President McIntyre adjourned the meeting at 12:20 pm.

Respectfully submitted,



Maureen Mitchell
Business Administrator