

MINUTES

The regular meeting of the Board of Fire Commissioners, Fire District No. 1, was held on the above date at Hose Company No. 1. The meeting was called to order at 7:30 p.m. by Chairman Giorgi with Commissioners Moriuchi, Fisher and Bixby present. Also in attendance were Administrator Chesner, Chief Constantine, Jr., FP Lieutenant Boileau and Administrative Clerk Williams.

Chairman Giorgi opened the meeting by reading the following “Open Public Meetings Act” by title only;

Public Notice of this meeting, pursuant to the “*Open Public Meetings Act*,” has been given by the Board of Fire Commissioners, Fire District No. 1, of the Township of Moorestown in the following manner; by posting written notice on the Public Meetings Act bulletin Board in Town Hall on March 9, 2008, and entering the same in the official book of the Fire District in the Municipal Library; mailing written notice to the official newspaper, the Burlington County Times on March 9, 2008; filing written notice with the Clerk of the Township of Moorestown on March 9, 2008; filing written notice with the Clerk of the Board of Fire Commissioners, Fire District No. 1; and mailing written notice to each person who has requested copies of the schedule of meetings and who has prepaid the fixed charge for such service.

Following that, Chairman Giorgi led the Pledge of Allegiance to the Flag after which he indicated the emergency exits.

Chairman Giorgi stated that Commissioner Bowman would not be able to attend this meeting.

MINUTES:

On a motion by Commissioner Fisher, seconded by Commissioner Bixby, the minutes of the November 18, 2008 meeting were approved by the four Board members present.

Commissioner Moriuchi stated that the phrase “building completed in 2013 or shortly thereafter” on Page 2 of the minutes dated December 2, 2008 should be corrected to read “building completed no later than 2013”. On a motion by Commissioner Moriuchi, seconded by Commissioner Bixby, the amended minutes of the December 2, 2008 meeting were approved by the four Board members present.

TREASURER’S REPORT:

Asst. Treasurer Bixby presented the cash report for the month of November indicating balances of \$24,688.17 in the PNC Bank Checking account, \$22,378.08 in the PNC Bank Payroll account, \$297,915.82 in the PNC Bank Sweep account, \$27,938.94 in the PNC Unemployment Trust account and \$941,723.26 in the NJ Cash Management Fund for a total cash balance of \$1,314,644.27. On a motion by Commissioner Fisher, seconded by Commissioner Moriuchi, the cash report was approved by the four Board members present.

Asst. Treasurer Bixby presented the Statement of Expenditures and Vouchers through the disbursements of December 9, 2008. He also presented for approval Checks #5309-5354 along with a payroll transfer which both totaled \$101,321.63. Asst. Treasurer Bixby stated that bills paid year-to-date totaled \$1,634,533.95 and that the District had expended 78% of the 2008 Budget. On a motion by Commissioner Moriuchi, seconded by Commissioner Bixby, the bills were approved by three of the Board members present, with Commissioner Fisher abstaining.

Fire Official Worrell arrived at 7:39 p.m.

CORRESPONDENCE:

None.

ADMINISTRATOR'S REPORT:

None.

CHIEF'S REPORT:

Chief Constantine reported that the fire department responded to 47 calls during the month of November that consisted of 5 fire calls, 1 overpressure rupture, 1 rescue/emergency medical, 11 hazardous conditions (no fire), 2 service calls, 3 good intent calls, and 24 false alarms/false calls. There were 6 station drills and 2 fire police drills.

The Chief stated that he had met with Environmental Resolutions, Inc. Representative Nancy Jamanow, P.E. to finalize outstanding reviews that they had worked together on over the past several years.

Chief Constantine also met with Chief King from the Burlington County Office of Emergency Management to finalize the Table Top power point information. The Table Top exercise which was held at Lockheed Martin on December 4, 2008 at 7:00 p.m. was very well attended by all agencies. An After Action report is being developed that will provide information for all agencies. This report will identify training and education items as we move toward the full-scale exercise in November of 2009. Commissioner Fisher who attended the Table Top exercise commented that he was impressed with the professionalism and time put into it and he stated that it was pretty comprehensive.

Chief Constantine stated that Training Officer Bickmore had received assistance from department members in the development of training photos for training guides.

Representatives from Firehouse Software and Burlington County IT came to our Department to transfer the training section information from ESB into the Firehouse Software. Training Officer Bickmore, Clerk Wolfe and Commissioner Bixby spent a significant amount of time working with them to complete this project.

The Chief reported that Helmrich has worked Ladder 3125's brakes. He also stated that Ritchie Bowman has been of great assistance in the R & D Project.

FIRE OFFICIAL'S REPORT:

Fire Official Worrell made a few comments on his written report dated December 2008.

He stated that this year's "Great Escape" grand prizewinner was Shelby Young from South Valley Elementary School. She rode on top of Hose Company's old Engine 3112 in Moorestown's Annual Christmas Parade this past Saturday and she will receive a \$100.00 savings bond from our District.

BIDS & QUOTATIONS:

None.

RESOLUTIONS:

Resolution 2008-33 "*Establishing the Date, Time and Place for the Holding of a Public Hearing on the 2009 Budget of the Board of Fire Commissioners, Fire District No. 1, Township of Moorestown, County of Burlington, New Jersey*" was offered on a motion by Commissioner Fisher, seconded by Commissioner Bixby. On a roll-call vote, the resolution was unanimously adopted 4-0.

Resolution 2008-34 "*Canceling Balances in the 2008 Budget Appropriations at December 31, 2008*" was offered on a motion by Commissioner Moriuchi, seconded by Commissioner Fisher. On a roll-call vote, the resolution was unanimously adopted 4-0.

Resolution 2008-35 "*Authorizing the Award of Purchase Orders for Materials and Supplies Purchased Under Contract by the State Division of Purchase and Property Pursuant to N.J.S.A. 40A:11-12*" was offered on a motion by Commissioner Bixby, seconded by Commissioner Fisher. On a roll-call vote, the resolution was unanimously adopted 4-0.

Resolution 2008-36 "*Canceling Certain Outstanding Checks*" was offered on a motion by Commissioner Bixby, seconded by Commissioner Moriuchi. On a roll-call vote, the resolution was unanimously adopted 4-0.

Resolution 2008-37 "*Revising Resolution 2008-27 Appointing Additional Counsel to Assist the Board of Fire Commissioners in Department of Personnel Matters from August 26, 2008 to February 2009*" was offered on a motion by Commissioner Fisher, seconded by Commissioner Moriuchi. On a roll-call vote, the resolution was unanimously adopted 4-0.

A lengthy explanation was offered by Administrator Chesner detailing the last minute changes that the State had made to the State Budget Worksheet which consequently impacted the District's 2009 Budget. He noted that the referendum question on the budget would be in the amount of \$195,000.00. The budget line item associated with the referendum is for new breathing apparatus for the firefighters. \$20,000 was removed from recruitment and retention,

\$150,000 was removed from reserved for future capital outlays and \$75,876 will be utilized from unreserved funds to balance the budget. He also noted that the tax rate was lowered to .049 from .051 cents per \$100.

Resolution 2008-32 "*Approving the Budget for the Fiscal Year January 1, 2009 to December 31, 2009*" was offered on a motion by Commissioner Moriuchi, seconded by Commissioner Fisher. There being no question on the resolution, on a roll-call vote, the resolution was unanimously adopted 4-0.

APPOINTMENTS & RESIGNATIONS:

None.

COMMITTEE REPORTS:

Buildings & Grounds: None.

Apparatus/Station Planning: None.

Recruitment and Retention: None.

Benefits: None.

Public Relations: Chief Constantine informed the Board that the members of Hose Company have placed a collection box in front of the Battalion Chief's door at Station 311 to support the pajama program. They wanted to make this a Department project by having everyone donate a pair of pajamas and a book. They will be contacting Relief Engine Co. to see if they are interested. A brochure is located in the kitchen at Station 311.

Chief Constantine also mentioned that Hose Company will be conducting a charity gift-wrap at Barnes & Noble on December 21st along with Station 313; all proceeds will go to the pajama program. Lt. Bickmore is heading this event.

Administrator Chesner mentioned that "Lunch with Santa" at Relief Engine Co. this past Saturday was a huge success. Relief Engine Co. estimates between 350 and 400 people attended the event.

OTHER BUSINESS:

None.

PUBLIC SESSION:

Member of the audience, Karl Shelley, apologized for missing the Apparatus and Station Planning Meeting on the evening of November 24th.

FP Lieutenant Boileau thanked the Board for their assistance with the Burlington County Firefighters Memorial Meeting at Station 311 and he mentioned that the Fire Police Association meeting is scheduled for January 4th at Station 311 with dinner being served at 7:00 p.m. and the meeting beginning at 8:00 p.m.

ANNOUNCEMENTS:

On a motion by Commissioner Fisher, seconded by Commissioner Bixby, the regular meeting was adjourned at 8:58 p.m.

Respectfully submitted,

Fred T. Moriuchi
Secretary/Clerk