

**BTFD #2 REGULAR MEETING
REORGANIZATION
BOARD OF FIRE COMMISSIONERS
December 5, 2023**

Meeting Called to Order 7:00 pm at the BTFD#2 Fire House.

Salute to the Flag and Moment of Silence observed

OATH OF OFFICE:

Chief MacFarland administered the Oath of Office to newly elected Commissioner Robert Bennett and Commissioner Jim Cann. The newly sworn members were congratulated by the other BTFD#2 Fire Commissioners.

ROLL CALL By George Chidley:

Robert Bennett, Present, George Chidley, Present, Andrew Law Present, George Gareis, Arrived Late (7:27 pm), Jim Cann, Present.

READING OF THE OPEN PUBLIC MEETINGS STATEMENT:

By George Chidley Acting Secretary (see Agenda)

ELECTION OF OFFICERS:

Commissioner Chidley as acting Chair requested nominations for the position of Chair for 2024. Andrew Law made a motion to nominate Jim Cann as Chair for 2024. The Motion was seconded by George Chidley. No other motions were made and a ballot was taken. All present affirmed Jim Cann as Chair for 2024. The gavel was turned over to Chair Cann.

Chair Cann requested nominations for the position of Vice Chair for 2024. George Chidley made a motion to nominate Andrew Law as Vice Chair for 2024. The Motion was seconded by Jim Cann. No other motions were made and a ballot was taken. All present affirmed Andrew Law as Vice Chair for 2024.

Chair Cann requested nominations for the position of Secretar for 2024. Andrew Law made a motion to nominate George Chidley as Secretary for 2024. The Motion was seconded by Jim Cann. No other motions were made and a ballot was taken. All present affirmed George Chidley as Secretary for 2024.

Chair Cann requested nominations for the position of Treasurer for 2024. Robert Bennett made a motion to nominate Robert Bennett as Treasurer for 2024. The Motion was seconded by Jim Cann. No other motions were made and a ballot was taken. All present affirmed Robert Bennett as Treasurer for 2024.

APPOINTMENTS TO SUBCOMMITTEES:

Chair Cann requested nominations to the Personnel Committee for 2024. George Chidley made a motion to appoint Andrew Law and George Chidley. The Motion was seconded by Andrew Law. No other motions were made and a ballot was taken. All present affirmed Andrew Law and George Chidley to be appointed.

Chair Cann requested nominations to the Insurance Committee for 2024. George Chidley made a motion to appoint Andrew Law and George Chidley. The Motion was seconded by Andrew Law. No other motions were made and a ballot was taken. All present affirmed Andrew Law and George Chidley to be appointed.

Chair Cann requested nominations to the Plant Equipment Committee for 2024. George Chidley made a motion to appoint Andrew Law and George Chidley. The Motion was seconded by Andrew Law. No other motions were made and a ballot was taken. All present affirmed Andrew Law and George Chidley to be appointed.

Chair Cann requested nominations to the Policies and Procedures Committee for 2024. George Chidley made a motion to appoint Andrew Law and Jim Cann. The Motion was seconded by Andrew Law. No other motions were made and a ballot was taken. All present affirmed Andrew Law and Jim Cann to be appointed.

NOTE: Commissioner George Gareis joined the meeting at 7:27 pm

Chair Cann requested nominations to the Budget Committee for 2024. George Chidley made a motion to appoint Jim Cann and Robert Bennett. The Motion was seconded by Andrew Law. No other motions were made and a ballot was taken. All present affirmed Jim Cann and Robert Bennett to be appointed.

STAFF MILESTONE EMPLOYEE RECOGNITION:

Staff Milestone recognition Gary Smith 4 years of service.

ADOPTION OF MINUTES:

Chairman Jim Cann requested that if the Board Members present were satisfied with the accuracy of the revised November 7, 2023 minutes. The Chairman requested that a motion to approve the corrected Minutes. A motion to approve corrected minutes by Andrew Law and Seconded by George Gareis. A ballot was taken and all members present affirmed the motion to approve the corrected minutes November 7, 2023.

REPORT BY CHIEF BTFD#2:

Report by Chief, Robert MacFarland (BTFD #2)

The following bullets were presented as highlights to a written report prepared by Chief MacFarland dated December 1, 2023:

- December 16th Santa will drive through the Township on a BTFD#2 Engine
- All Commissioners must go to PNC Bank to update their signature cards for 2024 banking.
- Budget Special Meeting scheduled for december 18, 2023 at 7:00 pm.
- Chief MacFarland advised that he had been approached by Bordentown Township to serve as an Emergency Management Official. BTFD#2 Commissioner George Chidley made a motion to authorize the Chief under the condition that it does not conflict with his duties. Further, that the opinions rendered as Emergency Management Official to the Township are not to be construed as the official position or grant any approval by the BTFD#2 Fire District Commissioners.
- Claim on the damage to the Chief's car was proceeded to the insurance company and a check has been received.
- There were 1022 HAA Alerts
- Motor vehicle accidents were on the rise this month due to holiday travel.

Motion made by George Gareis to accept Chief MacFarland's report and Seconded by Andrew Law. A ballot was taken and the motion was approved by all members present.

REPORT BY TREASURER:

Robert Bennett, Commissioner presented expenditures report with 20 Bills totaling \$ 15,133.01. A motion was made by Andrew Law to pay all of the bills and seconded by George Gareis to accept the report. A ballot was taken. All members present affirmed the motion to accept the Treasurer's Report and pay the bills.

OLD BUSINESS:

Chief, Robert MacFarland (BTFD#2) provided an update on the Oxygen Recharge System. A system will be purchased by Bordentown Township. A Shared Service Agreement will be required. BTFD#2 Commissioners Andrew Law made a motion to enter into a Shared Service Agreement for placement of the System at the Fire House with the cost of maintaining the system the responsibility of Bordentown Township. The BTFD#2 will be responsible for maintaining a place for the equipment and scheduling service. George Gareis seconded the motion. A ballot was taken and the motion was approved by all members present.

Chief was requested to follow-up with State representative Herb Conaway, Jr. on proposed legislation to correct the tax revenue distribution to include the Fire districts. Presently the increased revenues and distributed to the Township, School District and County.

NEW BUSINESS:

Chair Cann made the request to the BTFD#2 Commissioners consider tabling Resolution 0027 Appointment of a Solicitor and motion to approve the following Resolutions in one action:

- Resolution 0021, Appoint Fund Commissioners
- Resolution 0022, Bank Signatories
- Resolution 0023, Official Newspapers of Record
- Resolution 0024, Risk Management
- Resolution 0025, Appoint MD

- Resolution 0026, Meeting Dates (1st Thursday of each month)
- Resolution 0029, 2023 Budget Amendment

A motion to approve Resolutions 0021, 0022, 0023, 0024, 0025, 0026 and 0029 was made by Andrew Law and Seconded by George Gareis. A ballot was taken and the motion was approved by all members present.

Chief, Robert MacFarland (BTFD #2) requested the following items in the Chief's Report under 'Needed Purchases' be approved for payment TOTAL \$11,540.67
A motion was made by George Gaeris to pay all of the bills above and seconded by Andrew Law . A ballot was taken. All members present affirmed the motion to accept the Chief's requested items and pay the bills.

Chief requested to provide feedback to Commissioners George Chidley and Andrew Law on the impacts of Fire Fighter draft contract proposal for a scheduled meeting.

MEETING NOT OPEN TO THE PUBLIC:

Resolution 0028 authorizing a meeting not open to the public read by Secretary.

Motion made by Commissioner Andrew Law at 7:55 pm to go into closed session to hold a meeting not open to the public to discuss matters related to Collective Bargaining Agreements. Minutes to be released after conclusion of Personnel Matter.

Motion Seconded by George Gareis. All members present affirmed the motion to go into closed session.

At 8:20 pm the BTFD#2 Commissioners reconvene the OPEN PUBLIC MEETING and invite attendees into the meeting room. OPEN THE MEETING FOR PUBLIC COMMENT:

At 8:21 pm, Chair Jim Cann requested a motion to open the meeting to the public. A motion was made by Andrew Law and Seconded by George Chidley to open the meeting to public for comment. A ballot was taken. All members present affirmed the motion to open the meeting for Public comment. There were no members of the Public present. Chairman Jim Cann requested a motion to close the meeting for Public comment. A motion was moved by George Chidley and Seconded by Andrew Law. A Ballot was taken. All members present affirmed the motion.

MOTION TO ADJOURN:

Chair, Jim Cann requested a motion to adjourn the meeting. A motion to adjourn was made by Andrew Law and Seconded by George Gareis. All present balloted to affirm the motion and the meeting was closed at 8:32 pm.

MINUTES APPROVED on January 4, 2024

Robert Bennett, _____
George Chidley _____

George Gareis _____

Andrew Law _____

Jim Cann _____

CERTIFIED BY:

George A. Chidley, Secretary
BTFD#2 Board of Fire Commissioners

Jim Cann, Chair
BTFD#2 Board of Fire Commissioners