

**TOWNSHIP OF BURLINGTON
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 1**

Distribution:

Comm. D. Painter, Comm. T. Field, Comm. A. Ciasca,
Comm. C. Johnson and Comm. K. Scully

Recorded By: C. Warren **Transcribed By:** C. Warren

Date, Time & Place:

January 9, 2025 Work Session Meeting
7:00pm
Beverly Road Fire Co. #2

Participants:

Comm. Johnson, Comm. Ciasca, Comm. Field, Comm. Painter, Adm. Fazekas, Aud. Elliott and Chief Leshner, Jr.

Open Public Meeting Act:

The New Jersey Open Public Meeting, N.J.S.A 10:46-6 seq., was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon.

In accordance with provisions of the Act, the Board of Fire Commissioners of Fire District No. 1, Township of Burlington has caused notice of this meeting to be published by having the date, time, place and agenda to the extent known thereof posted as follows:

Published in the Burlington County Times January 2025(Official Newspaper)
Forwarded to the Courier Post January 2025 (Informational Purposes Only)
Posted on the Bulletin Board at the Township Municipal Building January 2025
Fire District Website

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
1	Meeting called to order at 7:00pm January 9, 2025 Work Session	-	-
2	Reading of the Open Public Meeting Act is read (as reflected above)	-	-
3	Roll Call/Present: Comm. Johnson, Comm. Ciasca, Comm. Field and Comm. Painter	-	-
	<u>NEW MEMBERS</u>		
4	A motion was made by Comm. Field and seconded by Comm. Johnson to approve FF Jozef Wilcynski for a secondary station membership at Station 302. Roll call was held with all in favor and the motion was carried.	-	-
5	<u>APPOINTMENT/SWEARING IN</u> —None	-	-
	<u>PUBLIC COMMENT</u>		
6	There was no comment from the public and this portion of the meeting was closed.	-	-
	<u>OLD BUSINESS</u>		
7	Aud. R. Elliott was in attendance with regards to the adoption of the 2025 Fire District budget. Aud. Elliott commended Adm. Fazekas on the great job he did with navigating the State of NJ's Financial Automation Submission and Tracking System, more commonly known as the "FAST" System. He also stated that the State only has two questions regarding the budget and one of those questions was based on a mistake made by the State. Overall everything went well and we are in great shape financially.	-	-
8	Aud. Elliott also advised the Board that Mohel, Elliott, Bauer and Gass, CPAs is now a division of The Benning Group, LLC.	-	-
9	A motion was made by Comm. Field and seconded by Comm. Johnson to approve the resolution to adopt the 2025 Fire District Budget. Roll call was held with all in favor and the motion was carried.	-	-
	<u>NEW BUSINESS</u>		
10	Adm. Fazekas informed the Board that the newly created web site will go live on Monday. He added that the new site is more user friendly.	-	-
11	Adm. Fazekas also stated that the new chief's vehicle is now in service and that the school district has agreed to take ownership of the 2008 Chevrolet Suburban. He requested a resolution be prepared for the next Commission meeting to transfer the title.	-	-
12	Adm. Fazekas informed the Board that our lease with Masonic Home has been provided to them in Dropbox for their review. He commented that he has reached out to the executive director of Masonic Home and has had no response.	Review	Commission
13	<u>GOOD OF THE BOARD</u> - No discussion was held.	-	-
	<u>CLOSED SESSION</u>		
14	A motion was made by Comm. Field and seconded by Comm. Johnson to move into Closed Session for the purpose of Personnel. Roll call was held with all in agreement and the motion was carried.	-	-

**TOWNSHIP OF BURLINGTON
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 1**

Distribution: Comm. Painter, Comm. Field, Comm. Scully, Comm. Ciasca and Comm. Johnson

Recorded By: C. Warren
Transcribed By: C. Warren

Date, Time & Place:

January 22, 2025
7:00pm
Fire District Headquarters

Participants: Comm. Field, Comm. Ciasca, Comm. Johnson, Comm. Scully, Adm. Fazekas, FO Tomaszewski and Chief Leshner, Jr.

Open Public Meeting Act:

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In accordance with provisions of the Act, the Board of Fire Commissioners of Fire District No. 1, Township of Burlington has caused notice of this meeting to be published by having the date, time, place and agenda to the extent known thereof posted as follows:

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Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
1	Meeting called to order at 7:00pm January 22, 2025	-	-
2	Reading of the Open Public Meeting Act is read (as reflected above)	-	-
3	Roll Call/Present: Comm. Field, Comm Ciasca, Comm. Johnson and Comm. Scully	-	-
	<u>CORRESPONDENCE</u>		
4	1. December 2024 LEA receipts report.	-	-
5	<u>APPOINTMENTS</u> - None	-	-
	<u>NEW MEMBERS</u>		
6	A motion was made by Comm. Johnson and seconded by Comm. Scully to approve Logan Hreso's application for secondary membership to Station 301 and 303. All were in favor and the motion was carried.	-	-
	<u>ADMINISTRATOR'S FAZEKAS'S REPORT</u>		
	Administrator Fazekas submitted his report as follow:		
7	<ul style="list-style-type: none"> • The annual department dinner will beheld on Friday, February 7, 2025 at Merion Caterers. 	-	-
8	<ul style="list-style-type: none"> • The new web page is active. We have made a few minor corrections. The photos of the Commissioners came out great. Please review the web site. Adm. Fazekas thanked FF Bodon and the office staff for their help with the design of the new site. 	-	-
9	<ul style="list-style-type: none"> • Two new heaters have been installed at Station 302. We will be exploring options to start a replacement program at both stations since the units are 20 years or older. 	-	-
10	<ul style="list-style-type: none"> • The basin around Station 301 has been cleaned up due to the growth around the inlet and outlet pipes. 	-	-
11	<ul style="list-style-type: none"> • Landscaping quotes for the 2025-2026 season have been accepted. I will have a separate memo in drop-box for approval. 	-	-
12	<ul style="list-style-type: none"> • There are two resolutions on the table tonight: Matt Tomaszeski's contract and the transfer of the suburban to the school district. 	-	-
13	<ul style="list-style-type: none"> • We received only two petitions for the 2025 Fire District election for commissioner positions. 	-	-
14	<ul style="list-style-type: none"> • The department meeting and mandatory hands-on training is scheduled for February 1st. 	-	-

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
15	<p><u>CHIEF'S LESHNER'S REPORT</u></p> <p>Chief Leshner reported that Past Chief Mike Levesque passed away. Together with Training Officer Corriea and Past Chief Diamond we are in the planning stages of arranging a proper fire department funeral service, as requested by his family.</p>	Planning stage	Chief Leshner, TO Corriea & W. Diamond
16	<p><u>FIRE OFFICIAL'S TOMASZEWSKI'S REPORT</u></p> <p>Fire Official Tomaszewski reported the following:</p>	-	-
16	<ul style="list-style-type: none"> During the month of December the fire prevention bureau performed 50 Life Hazard and Non-Life Hazard inspections. A total of 30 re-inspections and 7 complaint inspections were completed. 	-	-
17	<ul style="list-style-type: none"> Public Education: 12/5 Tree Lighting and Santa Runs 12/17, 18 & 20 	-	-
18	<ul style="list-style-type: none"> Fire Investigations: Nothing to report 	-	-
19	<ul style="list-style-type: none"> Planning Board: The meeting was held on January 9th. An application was heard for S&E Emlack, LLC.. The next meeting is scheduled for February 13th. 	-	-
20	<p><u>PUBLIC COMMENT</u> - There was no comment from the public.</p>	-	-
21	<p><u>OLD BUSINESS</u></p>		
21	<p>A resolution was read Authorizing the Sale or Other Disposition of Personal Property relating to the 2009 Chevrolet Suburban to the school district. A motion was made by Comm. Johnson and seconded by Comm. Ciasca to approve the above named resolution. Roll call was held with all in agreement and the motion was carried.</p>	-	-
22	<p><u>NEW BUSINESS</u></p>		
22	<p>A resolution was read appointing Matthew Tomaszewski to the position of Battalion Chief for a term of three years or as extended pursuant to law and regulation. A motion was made by Comm. Ciasca and seconded by Comm. Scully to approve the above named resolution. Roll call was held with all in agreement and the motion was carried.</p>	-	-
23	<p>Adm. Fazekas provided an overview of the landscaping contract and recommended to the Board, based on his discussion with our QPA, that we enter into a two year contract with Premier Lawncare. A motion was made by Comm. Ciasca and seconded by Comm. Johnson to award the landscaping contract to Premier Lawn Care, roll call was held with all in favor and the motion was carried.</p>	-	-
24	<p><u>APPROVAL OF VOUCHERS</u></p>		
24	<p>A motion was made by Comm. Johnson and seconded by Comm. Ciasca to approve the vouchers for payment. Roll call was held with all in favor and the motion was carried.</p>	-	-
25	<p><u>APPROVAL OF MINUTES</u></p>		
25	<p>A motion was made by Comm. Scully and seconded by Comm. Johnson to approve the minutes of November 14, 2024 Work Session and December 12, 2024 Work Session. Roll call was held with all in favor and the motion was carried.</p>	-	-
26	<p><u>DISTRICT SOLICITOR REPORT</u>—No report</p>	-	-
27	<p><u>HEALTH WELFARE & SICKNESS REPORT</u> - No report</p>	-	-
28	<p><u>MISCELLANEOUS</u> - No report</p>	-	-
29	<p><u>DEPARTMENT ACCOMPLISHMENTS</u></p>		
29	<p>Comm. Field thanked all those who assisted in the creation of the Mentor Program. He stated that this program was mentioned in the Master Plan.</p>	-	-
30	<p><u>GOOD OF THE BOARD</u></p>		
30	<p>Comm. Scully questioned if we were going to submit an application for the 200 Club Award. Adm. Fazekas stated that we are submitting an application.</p>	Submit application	Adm. Fazekas
31	<p><u>CLOSED SESSION</u> - There was no Closed Session</p>	-	-
32	<p><u>ADJOURNMENT</u></p>		
32	<p>A motion was made by Comm. Scully and seconded by Comm. Johnson to adjourn the meeting, all were in favor and the meeting was adjourned at 7:13pm.</p>	-	-

**TOWNSHIP OF BURLINGTON
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 1**

Distribution: Comm. D. Painter, Comm. T. Field, Comm. A. Ciasca, Comm. C. Johnson and Comm. K. Scully

Recorded & Transcribed By: C. Warren

Date, Time & Place:

February 13, 2025 Work Session Meeting
7:00pm
Beverly Road Fire Co. #2

Participants: Comm. Painter, Comm. Field, Comm. Johnson, Adm. Fazekas, J. Weeast and R. Bennett, Jr.

Open Public Meeting Act:

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Fire District Website

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
1	Meeting called to order at 7:00pm February 13, 2025 Work Session	-	-
2	Reading of the Open Public Meeting Act is read (as reflected above)	-	-
3	Roll Call/Present: Comm. Johnson, Comm. Field and Comm. Painter	-	-
4	<u>PUBLIC COMMENT</u> - There was no comment from the public.	-	-
	<u>NEW MEMBERS</u>		
5	A motion was made by Comm. Field and seconded by Comm. Johnson to approve Jacob Weeast as a Junior Firefighter at Station 301 and Ryan Bennett, Jr. as a Probationary Firefighter at Station 301. Roll call was held with all in agreement and the motion was carried.	-	-
	<u>APPOINTMENT/SWEARING IN</u>		
6	Ryan Bennett, Jr. was asked forward to take the Oath of Public Office as recited by Comm. Johnson. He was then welcomed into the department and congratulated on taking the oath as a Probationary Firefighter with Station 301.	-	-
7	Jacob Weeast was asked forward to take the Oath of Public Office as recited by Comm. Johnson. He was then welcomed into the department and congratulated on taking the oath as a Junior Firefighter with Station 301.	-	-
8	<u>OLD BUSINESS</u> - There was no Old Business to discuss.	-	-
	<u>NEW BUSINESS</u>		
9	A short review of the proposed SOP 110: Non-Disclosure of Confidential Information as held. A motion was made by Comm. Field and seconded by Comm. Johnson to approve SOP 110 as submitted. Roll call was held with all in agreement and the motion was carried.	-	-
	<u>GOOD OF THE BOARD</u>		
10	Comm. Painter thanked the office staff on another successful appreciation/awards dinner, held this past Friday.	-	-
11	<u>CLOSED SESSION</u> - No discussion.	-	-
	<u>ADJOURMENT</u>		
12	A motion was made by Comm. Field and seconded by Comm. Johnson to adjourn the meeting, all were in favor and the meeting was adjourned at 7:09pm.	-	-

**TOWNSHIP OF BURLINGTON
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 1**

Distribution: Comm. Painter, Comm. Field, Comm. Scully, Comm. Ciasca and Comm. Johnson

Recorded By: C. Warren
Transcribed By: C. Warren

Date, Time & Place:

February 26, 2025
7:00pm
Fire District Headquarters

Participants: Comm. Painter, Comm. Field, Comm. Scully, Comm. Ciasca, Comm. Johnson, FO Tomaszewski and Chief Leshner, Jr.

Open Public Meeting Act:

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Fire District Website

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
1	Meeting called to order at 7:00pm February 26, 2025	-	-
2	Reading of the Open Public Meeting Act is read (as reflected above)	-	-
3	Roll Call/Present: Comm. Scully, Comm. Johnson, Comm Ciasca, Comm. Field and Comm. Painter	-	-
	<u>CORRESPONDENCE</u>		
4	1. January 2025 LEA receipts report. 2. Revised Notice of Election from Sol. Haines to Comm. Scully 3. Notice of Election from Sol. Haines to Comm. Scully	-	-
5	<u>APPOINTMENTS</u> - No action taken	-	-
6	<u>NEW MEMBERS</u> - No action taken	-	-
	<u>ADMINISTRATOR'S FAZEKAS'S REPORT</u> submitted as follows:		
7	• The annual department dinner was held on Friday, February 7, 2025 at Marion Caterers. I would like to congratulate all the award recipients and thank the administrative staff for a wonderful evening.	-	-
8	• The new web-page is active. We have made a few minor corrections. The photos of the commissioners came out great. Please review the web-site. I want to thank FF Bodon for her help with the design of the new web-page.	Review web site	Commission
9	• The 2024 audit has started and once completed it will be presented to the Board.	-	-
10	• Mandatory training, except driver training has been completed.	-	-
11	• I am waiting for the final election numbers from the County, once received you will be advised.	-	-
12	• There has been no update from Ed Miller on the status of the new ladder truck.	-	-
13	• A letter has been placed in Drop-Box from our solicitor in regards to OPRA requests and the utilization of personal computers. Please read and address any questions to Sol. Haines.	-	-

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
13 cont.	<ul style="list-style-type: none"> The annual reorganization meeting is scheduled for March 13th's workshop meeting. 	-	-
14	<p><u>CHIEF'S LESHNER'S REPORT</u> - No report</p>	-	-
	<p><u>FIRE OFFICIAL'S TOMASZEWSKI'S REPORT</u> Fire Official Tomaszewski reported the following:</p>		
15	<ul style="list-style-type: none"> During the month of January the fire prevention bureau performed 29 Life Hazard and Non-Life Hazard inspections. A total of 38 re-inspections and 8 complaint inspections were completed. 	-	-
16	<ul style="list-style-type: none"> Public Education: We continue to work with the special needs students every Tuesday at Sta. 301. 	-	-
17	<ul style="list-style-type: none"> Fire Investigations: 711 Garnet Drive on 1/12 for a burn victim, 1611 Columbus Road on 1/27 for a vehicle fire and 911 Ivory Court on 1/30 for another burn victim. 	-	-
18	<ul style="list-style-type: none"> Planning Board: The meeting was held on February 12th. An application was heard from S&E Emlack, LLC for a minor subdivision and a site plan waiver for 111 Connecticut Drive. The next meeting is scheduled for March 13th. 	-	-
19	<p><u>PUBLIC COMMENT</u> - There was no comment from the public.</p>	-	-
	<p><u>OLD BUSINESS</u></p>		
20	<p>Comm. Field questioned if all the officers have been sworn in. He was advised that all but three have taken their Oath.</p>	-	-
	<p><u>NEW BUSINESS</u></p>		
21	<p>Fire Official/Battalion Chief Tomaszewski advised the Board that we have received notification of certification of the election results.</p>	-	-
	<p><u>APPROVAL OF VOUCHERS</u></p>		
22	<p>A motion was made by Comm. Scully and seconded by Comm. Field to approve the vouchers for payment. Roll call was held with all in agreement and the motion was carried.</p>	-	-
	<p><u>APPROVAL OF MINUTES</u></p>		
23	<p>A motion was made by Comm. Johnson and seconded by Comm. Field to approve the minutes of January 9, 2025-Work Session, January 22, 2025-Regular Session and February 13, 2025-Work Session. Roll call was held with all in agreement with the exception of Comm. Scully who abstained, the motion was carried.</p>	-	-
24	<p><u>DISTRICT SOLICITOR REPORT</u>—No report</p>	-	-
25	<p><u>HEALTH WELFARE/SICKNESS REPORT</u> - No report.</p>	-	-
26	<p><u>MISCELLANEOUS</u> - No discussion</p>	-	-
	<p><u>DEPARTMENT ACCOMPLISHMENTS</u></p>		
27	<p>Comm. Painter congratulated Comm. Ciasca and Comm. Johnson for being reelected to their position as Commissioner for another three year term.</p>	-	-
	<p><u>GOOD OF THE BOARD</u></p>		
28	<p>Comm. Ciasca commented that he has noticed that we are getting a lot of calls from a business located out on Elbow Lane. He stated that we get two to three per year at this location. He asked if there was a code we could write them on or something to prevent this reoccurrence of calls. FO Tomaszewski explained that at the recent call the dryer was not running and they were conducting maintenance at the time. He also stated that on previous calls the business was written up. They have also had numerous fire protection engineers out there to improve the systems and have also had their deluge system rebuilt. Comm. Ciasca thanked him for the updated information with regards to this matter.</p>	-	-
29	<p><u>CLOSED SESSION</u> - There was no Closed Session</p>	-	-
	<p><u>ADJOURNMENT</u></p>		
30	<p>A motion was made by Comm. Field and seconded by Comm. Scully to adjourn the meeting, with all in agreement. The meeting was adjourned at 7:10pm.</p>	-	-

**TOWNSHIP OF BURLINGTON
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 1**

Distribution: Comm. Painter, Comm. Field, Comm. Scully, Comm. Ciasca and Comm. Johnson

Recorded By: Meghan Viereck
Transcribed By: Meghan Viereck

Date, Time & Place:

March 13, 2025 Work Session
7:00pm
Beverly Road Fire Co. #2

Participants: Comm. Painter, Comm. Ciasca, Comm. Field, Comm. Johnson, Comm. Scully

Open Public Meeting Act:

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Fire District Website

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
1	Meeting called to order at 7:01pm March 13, 2025	-	-
2	Reading of the Open Public Meeting Act is read (as reflected above)	-	-
3	Roll Call/Present: Comm. Scully, Comm. Johnson, Comm. Field, Comm. Ciasca, Comm. Painter	-	-
4	Flag Salute	-	-
5	Reading of location of emergency exits- done by Comm. Painter	-	-
	<u>SWEARING IN OF COMMISSIONERS ELECT</u>		
6	Comm. Painter opened the meeting by requesting that Commissioners Elect Anthony Ciasca and Christopher Johnson come forward to take their Oath of Public Office.	-	-
	<u>REORGANIZATION</u>		
7	Comm. Painter moved forward by opening the nominations for the position of Chairperson to the Board of Fire Commissioners. Comm. Field motioned to nominate Comm. Painter, seconded by Comm. Johnson. There were no other nominations and the motion was carried with all in agreement, with the exception of Comm. Painter who abstained from the vote.	-	-
8	Comm. Painter opened the nominations for the position of Vice-Chairperson to the Board of Fire Commissioners. Comm. Scully motioned to nominate Comm. Field, seconded by Comm. Johnson. There were no other nominations and the motion was carried with all in agreement, with the exception of Comm. Field who abstained from the vote.	-	-
9	Comm. Painter opened the nominations for the position of Secretary to the Board of Fire Commissioners. Comm. Johnson motioned to nominate Comm. Ciasca, seconded by Comm. Field. There were no other nominations and the motion was carried with all in agreement, with the exception of Comm. Ciasca who abstained from the vote.	-	-
10	Comm. Painter opened the nominations for the position of Treasurer to the Board of Fire Commissioners. Comm. Field motioned to nominate Comm. Johnson, seconded by Comm. Scully. There were no other nominations and the motion was carried, with all in agreement with the exception of Comm. Johnson who abstained from the vote.	-	-
11	Comm. Painter opened the nominations for the position of Assistant Secretary/Treasurer to the Board of Fire Commissioners. Comm. Field motioned to nominate Comm. Scully, seconded by Comm. Johnson. There were no other nominations and the motion was carried, with all in agreement with the exception of Comm. Scully who abstained from the vote.	-	-

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
12	Comm. Ciasca read a resolution reaffirming the Board's prior actions, by-laws, policies, directives, decisions, orders, actions, contracts, obligations, rules and regulations and other acts and practices as set forth by the Board of Fire Commissioners. A motion was made by Comm. Scully and seconded by Comm. Field to approve the resolution as read. Roll call was held with all in agreement and the motion was carried.	-	-
13	Comm. Ciasca read a resolution designating newspapers and public places for postings pursuant to N.J.S.A. 10:4-8. A motion was made by Comm. Scully and seconded by Comm. Field to approve the resolution as read. Roll call was held with all in agreement and the motion was carried.	-	-
14	Comm. Ciasca read a resolution authorizing establishment of an official depository of Commission funds pursuant to N.J.S.A. 17:9-9. A motion was made by Comm. Scully and seconded by Comm. Johnson to approve the resolution as read. Roll call was held with all in agreement and the motion was carried.	-	-
	<u>NEW MEMBERS</u>		
15	A motion was made by Comm. Scully and seconded by Comm. Field to approve the application for membership from Michael Panico as a Probationary Firefighter assigned to Sta 302. Roll call was held with all in agreement and the motion was carried.	-	-
16	<u>PUBLIC COMMENT</u> - There was no comment from the public.	-	-
17	<u>OLD BUSINESS</u> - No Old Business was discussed.	-	-
	<u>NEW BUSINESS</u>		
18	Comm. Ciasca read a resolution Authorizing an Agreement for Legal Services with Sendzik & Sendzik, P.C. A motion was made by Comm. Scully and seconded by Comm. Johnson to approve the resolution as read. Roll call was held with all in agreement and the motion was carried.	-	-
19	Comm. Ciasca read a resolution Authorizing an Agreement for Accounting Services with K. Strack, CPA of Koerner & Koerner, P.A., CPAs. A motion was made by Comm. Scully and seconded by Comm. Field to approve the resolution as read. Roll call was held with all in agreement and the motion was carried.	-	-
20	Comm. Ciasca read a resolution Authorizing an Agreement for Auditing Services with R. Elliott, CPA of Mohel, Elliott, Bauer & Gass. A motion was made by Comm. Field and seconded by Comm. Scully to approve the resolution as read. Roll call was held with all in agreement and the motion was carried.	-	-
21	A motion was made by Comm. Scully and seconded by Comm. Johnson to approve an amendment made to SOP #720 Career Staff Schedule regarding Fire Prevention Specialist-UFD/ Fire Official. Roll call was held with all in agreement and the motion was carried.	-	-
	<u>GOOD OF THE BOARD</u>		
22	Comm. Field commented that he was listening to the incident that involved the fatality on March 11th. He stated that despite the unfortunate outcome, he felt the call ran smoothly and professionally and that all involved should be commended for their actions.	-	-
23	Comm. Painter congratulated Comm. Ciasca and Comm. Johnson for being re-elected and thanked all who worked to get the budget approved.	-	-
	<u>ADJOURNMENT</u>		
24	A motion was made by Comm. Scully, seconded by Comm. Field to adjourn the meeting. Roll call was held with all in agreement and the motion was carried. The meeting was adjourned at 7:12pm.	-	-

**TOWNSHIP OF BURLINGTON
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 1**

Distribution: Comm. Painter, Comm. Field, Comm. Scully, Comm. Ciasca and Comm. Johnson

Recorded By: C. Warren
Transcribed By: C. Warren

Date, Time & Place:

March 26, 2025
7:00pm
Fire District Headquarters

Participants: Comm. Painter, Comm. Field, Comm. Scully, Comm. Johnson, Adm. Fazekas, FO Tomaszewski, and Chief Leshner, Jr

Open Public Meeting Act:

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Fire District Website

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
1	Meeting called to order at 7:00pm March 26, 2025	-	-
2	Reading of the Open Public Meeting Act is read (as reflected above)	-	-
3	Roll Call/Present: Comm. Scully, Comm. Johnson, Comm. Field and Comm. Painter	-	-
	<u>CORRESPONDENCE</u>		
4	1. February 2025 LEA receipts report.	-	-
	<u>APPOINTMENTS</u>		
5	A motion was made by Comm. Field and seconded by Comm. Scully to appoint Michael Panico as a Probationary Firefighter with Station 302. Roll call was held with all in agreement and the motion was carried. Comm. Painter welcomed Mr. Panico forward to take his Oath of Public Office as a Probationary Firefighter as given by Comm. Scully.	-	-
6	<u>NEW MEMBERS</u> - None	-	-
	<u>ADMINISTRATOR'S FAZEKAS'S REPORT</u>		
	Adm. Fazekas submitted his report as follows:		
7	• The 2024 audit has started and will be presented upon its completion.	-	-
8	• Mandatory training with the exception of driver training has been completed. Chief Leshner has sent out letters to those that have not completed this training.	-	-
9	• Mandatory physicals must be completed by March 31, 2025, reminder notices have been sent to the station captains to advise their members who still need physicals.	-	-
10	• Ladder truck updates and photos will be sent out as they are received by Rep. E. Miller.	-	-
11	• The last payment for 3018 has been made and we have received the title from the leasing company.	-	-
12	• We received a donation from Councilman Schoenborn, a thank you letter was sent and a copy is in drop box.	-	-

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
13	<u>CHIEF'S LESHNER'S REPORT</u> - No report	-	-
	<u>FIRE OFFICIAL'S TOMASZEWSKI'S REPORT</u> Fire Official Tomaszewski reported the following:		
14	<ul style="list-style-type: none"> During the month of February the fire prevention bureau performed 39 Life Hazard and Non-Life Hazard inspections. A total of 29 re-inspections and 6 complaint inspections were completed. 	-	-
15	<ul style="list-style-type: none"> Public Education: No report. 	-	-
16	<ul style="list-style-type: none"> Fire Investigations: Vehicle fire on Mt. Holly Road/Elbow Lane on 2/11, structure fire at 109 Elbow Lane on 2/24, brush fire at 7 LaCleda Drive on 2/24 and a brush fire at 30 Latimer Way on 2/26. 	-	-
17	<ul style="list-style-type: none"> Planning Board: The meeting was held on March 13th. An application was heard from Leonardo Group Investments, LLC for 1500 Route 130 for a minor site plan application. The next meeting is scheduled for April 10th. 	-	-
18	<u>PUBLIC COMMENT</u> - There was no comment from the public.	-	-
19	<u>OLD BUSINESS</u> - There was no discussion under Old Business.	-	-
20	<u>NEW BUSINESS</u> - There was no discussion under New Business.	-	-
	<u>APPROVAL OF VOUCHERS</u>		
21	A motion was made by Comm. Field and seconded by Comm. Scully to approve the vouchers for payment. Roll call was held with all in favor and the motion was carried.	-	-
	<u>APPROVAL OF MINUTES</u>		
22	A motion was made by Comm. Scully and seconded by Comm. Field to approve the minutes of February 26, 2026 Regular meeting and March 13, 2025 Work Session/ Reorganization meeting. Roll call was held with all in agreement and the motion was carried.	-	-
23	<u>DISTRICT SOLICITOR REPORT</u> - No report	-	-
24	<u>HEALTH WELFARE/SICKNESS REPORT</u> - No report.	-	-
25	<u>MISCELLANEOUS</u> - No discussion	-	-
	<u>DEPARTMENT ACCOMPLISHMENTS</u>		
26	Chief Leshner advised the Board that he is in receipt of a resolution issued by the Township of Delanco, honoring the mutual aid companies that responded to the two alarm house fire on Burlington Avenue on October 14, 2024. He stated that Beverly Road Fire Company #2 responded to this incident and the resolution will be provided to them for display.	-	-
	<u>GOOD OF THE BOARD</u>		
27	Comm. Field commented that the most recent drill held was very productive with a good turnout of volunteers. He thanked all those that participated and those that ran the drill.	-	-
	<u>CLOSED SESSION</u>		
28	A resolution to move into Closed Session was read by Comm. Painter. A motion was made by Comm. Scully and seconded by Comm. Johnson to move into closed session for the purpose of contracts. Roll call was held with all in favor and the motion was carried.	-	-

**TOWNSHIP OF BURLINGTON
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 1**

Distribution: Comm. Painter, Comm. Field,
Comm. Ciasca, Comm. Johnson
and Comm. Scully

Recorded By: C. Warren
Transcribed By: C. Warren

Date, Time & Place:

April 23, 2025
7:00pm
Fire District Headquarters

Participants: Comm. Painter, Comm. Ciasca, Comm. Field, Comm. Scully, Sol. Sendzik-Haines, Adm. Fazekas,
and Chief Leshner

Open Public Meeting Act:

The New Jersey Open Public Meeting, N.J.S.A 10:46-6 seq., was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon.

In accordance with provisions of the Act, the Board of Fire Commissioners of Fire District No. 1, Township of Burlington has caused notice of this meeting to be published by having the date, time, place and agenda to the extent known thereof posted as follows:

Published in the Burlington County Times January 2025 (Official Newspaper)
Forwarded to the Courier Post January 2025 (Informational Purposes Only)
Posted on the Bulletin Board at the Township Municipal Building January 2025
Fire District Website

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
1	Meeting called to order at 7:00pm April 23, 2025	-	-
2	Reading of the Open Public Meeting Act is read (as reflected above)	-	-
3	Roll Call/Present: Comm. Painter, Comm. Field, Comm. Ciasca, Comm. Johnson and Comm. Scully	-	-
	<u>CORRESPONDENCE</u>		
4	1. March 2025 LEA receipts report.	-	-
	<u>NEW/TRANSFER MEMBERS</u>		
5	A motion was made by Comm. Field and seconded by Comm. Johnson to approve the applications for membership from Antonio Carnivale, Probationary Firefighter at Sta. 301, Kahmani Whittingham, Probationary Firefighter at Sta. 301 and Edward Wood, Certified Firefighter transfer to Sta. 302. Roll call was held with all in agreement and the motion was carried.	-	-
	<u>APPOINTMENTS</u>		
6	At this time Comm. Painter welcomed Probationary Firefighter Antonio Carnivale forward to take his Oath of Public Office, as recited to him by Comm. Ciasca. Probationary Firefighter Carnivale was congratulated on his entrance into the Burlington Township Fire Department.	-	-
	<u>ADMINISTRATOR'S FAZEKAS'S REPORT</u>		
	Fire District Adm. Fazekas submitted his report as follows:		
7	<ul style="list-style-type: none"> • The 2024 audit has started and will be presented to the Board when completed. We are waiting for the pension figures from the State, usually come out in the summer. 	-	-
8	<ul style="list-style-type: none"> • Peter Rodriguiz appealed to Civil Service his removal from our list due to an incomplete application. Civil Service has reviewed the appeal and ruled that we properly removed him from our list. A copy of this decision has been provided. 	-	-

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
9	<ul style="list-style-type: none"> Permission was granted to the Springside Middle School for use of the parking lot at Sta. 301 on June 18th for the school's advancement ceremony. 	-	-
10	<ul style="list-style-type: none"> The Knights of Columbus will honor our 2024 Firefighters of the Year with the "Shield Award" at a ceremony being held on May 20th at 7:30pm. John Irwin, III and Zachary Amodio will receive this award. 	Ceremony May 20th 7:30pm	-
11	<ul style="list-style-type: none"> I have nominated the firefighters who did an outstanding job in the rescuing of two victims from the 11 LeClede house fire for recognition from the IAFF Local 3091 and Burlington County Fire Chiefs Association. 	-	-
12	<ul style="list-style-type: none"> As soon as the new Civil Service Firefighter list come out I will be requesting the certified list. 	Certified List to be requested	Adm. Fazekas
13	<ul style="list-style-type: none"> We are tentatively scheduled to do an inspection of the new ladder truck in early June. Weekly updates on the vehicle has been sent to the Board. 	-	-
14	<ul style="list-style-type: none"> Officer Leadership training was conducted by the Training Officer, Chiefs and myself on April 18th. 	-	-
15	<ul style="list-style-type: none"> Driver Recertifications are being done this April. 	-	-
16	<ul style="list-style-type: none"> Live Burn training was conducted on March 25th with 24 firefighters, mostly volunteers in attendance. 	-	-
17	Adm. Fazekas requested of the Board a Closed Session meeting tonight for the purpose of personnel matters.	-	-
18	<u>CHIEF'S LESHNER'S REPORT</u> —No report	-	-
	<u>FIRE OFFICIAL'S TOMASZEWSKI'S REPORT</u>		
	Fire Official Tomaszewski reported the following:		
19	<ul style="list-style-type: none"> During the month of March the fire prevention bureau performed 66 Life Hazard and Non-Life Hazard inspections. A total of 35 re-inspections and 7 complaint inspections were completed. 	-	-
20	<ul style="list-style-type: none"> Public Education: Read Across America-3/5, Goddard School-3/12, Citizens Police Academy-3/12, 301 Station Tour-3/14 and BTHS Career Fair-3/21 	-	-
21	<ul style="list-style-type: none"> Fire Investigations: Brush fire at 79 Linden Road on 3/1, structure fire at 9 Center Lane on 3/20, structure fire at 15 Lansdowne Road on 3/25, vehicle fire on Sunset Road & Bloomer Drive on 3/27, vehicle fire on Neck Road and Warren Way on 3/27 and a cooking fire at 622 Francois' Court on 3/28. 	-	-
22	<ul style="list-style-type: none"> Planning Board: The meeting was held on April 10th. The Board heard from Burlington Auto Outlet, 4495 Route 130 for conditional use and minor site plan application. Also, Virtua Hospital, 1113 Sunset Road for a minor site plan. The next meeting is scheduled for May 8th. 	-	-
23	<u>PUBLIC COMMENT</u> - There was no comment from the public.	-	-
	<u>OLD BUSINESS</u>		
24	Comm. Field inquired about the wellbeing of the LeClede house fire victims. FO Tomaszewski informed him that the victims are recovering well.	-	-
25	<u>NEW BUSINESS</u> - No discussion was held.	-	-
	<u>APPROVAL OF VOUCHERS</u>		
26	A motion was made by Comm. Ciasca and seconded by Comm. Scully to approve the vouchers for payment. Roll call was held with all in agreement and the motion was carried.	-	-
	<u>APPROVAL OF MINUTES</u>		
27	A motion was made by Comm. Scully and seconded by Comm. Johnson to approve the minutes of March 26, 2025 Regular Session. Roll call was held with all in agreement with the exception of Comm. Ciasca who abstained from the vote, the motion was carried	-	-
28	<u>DISTRICT SOLICITOR REPORT</u> —No report	-	-
29	<u>HEALTH WELFARE/SICKNESS REPORT</u> - No report.	-	-
30	<u>MISCELLANEOUS</u> - No discussion was held.	-	-

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
	<u>DEPARTMENT ACCOMPLISHMENTS</u>		
31	Chief Leshner provided an account of the LeClede house fire job and added that Lt. Amodio did a great job in saving an elderly woman. Overall, thanks go out to all who responded, it was a job well done and everyone went home with no injuries reported.	-	-
32	<u>GOOD OF THE BOARD</u> - No discussion was held.	-	-
	<u>CLOSED SESSION</u>		
33	A motion was made by Comm. Johnson and seconded by Comm. Field to approve a resolution to move into Closed Session for the purpose of personnel. Roll call was held with all in agreement and the motion was carried.	-	-
34	A motion was made by Comm. Scully to reopen the meeting, seconded by Comm. Johnson with all in agreement and the motion was carried.	-	-
	<u>RETURN TO OPEN SESSION</u>		
35	A motion was made by Comm. Ciasca and seconded by Comm. Scully to authorize Fire District Administrator Fazekas to proceed with the process to hire two career firefighters, with all in agreement and the motion was carried.	-	-
	Meeting adjourned	-	-

**TOWNSHIP OF BURLINGTON
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 1**

Distribution: Comm. Painter, Comm. Field, Comm. Scully, Comm. Ciasca and Comm. Johnson

Recorded By: C. Warren
Transcribed By: C. Warren

Date, Time & Place:

May 28, 2025
7:00pm
Fire District Headquarters

Participants: Comm. Painter, Comm. Field, Comm. Scully, Comm. Ciasca, Comm. Johnson, Adm. Fazekas, FO/Batt. Chief Tomaszewski, Chief Leshner and Mayor Green

Open Public Meeting Act:

The New Jersey Open Public Meeting, N.J.S.A 10:46-6 seq., was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon.

In accordance with provisions of the Act, the Board of Fire Commissioners of Fire District No. 1, Township of Burlington has caused notice of this meeting to be published by having the date, time, place and agenda to the extent known thereof posted as follows:

Published in the Burlington County Times January 2025 (Official Newspaper)
Forwarded to the Courier Post January 2025 (Informational Purposes Only)
Posted on the Bulletin Board at the Township Municipal Building January 2025
Fire District Website

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
1	Meeting called to order at 7:00pm May 28, 2025	-	-
2	Reading of the Open Public Meeting Act is read (as reflected above)	-	-
3	Roll Call/Present: Comm. Painter, Comm. Ciasca, Comm. Field, Comm. Johnson and Comm. Scully	-	-
4	Comm. Painter opened the meeting by commenting on the heroic efforts of Burlington Township resident Albert Oliver. During the morning hours of April 2nd the fire department was dispatched to a house fire on LeCled Avenue with victims trapped. Upon arrival it was realized that Mr. Oliver took it upon himself to enter the dwelling and remove one of the residents from harm, thus saving his life. Mr. Oliver was presented by the Board of Fire Commissioners with the Burlington Township Fire Department Citizen Recognition Award to honor the unselfish act to assist someone in their time of need. Following the award presentation Burlington Township Mayor Green and members of council also honored Mr. Oliver for his act of bravery.	-	-
	<u>NEW MEMBERS</u>		
5	A motion was made by Comm. Field and seconded by Comm. Ciasca to approve the membership of Matthew Brown, Probationary Firefighter at Sta. 302, Christopher Williams, Probationary Firefighter at Sta. 301 and Cole Neylan, Junior Firefighter at Sta. 301. Roll call was held with all in agreement, motion carried.	-	-
	<u>APPOINTMENTS/OATH OF OFFICE</u>		
6	The following new members Kahmani Whittingham, Matthew Brown and Cole Neylan were given the Oath of Public Office as recited by Comm. Ciasca.	-	-
	<u>ADMINISTRATOR'S FAZEKAS'S REPORT</u>		
7	<ul style="list-style-type: none"> • The 2024 audit has started and will be presented by Aud. Elliott and I upon it's completion. We are awaiting pension figures from the State that usually come out in the summer. 	-	-
8	<ul style="list-style-type: none"> • The Middle School staff was granted permission to use Sta. 301 on June 18th 	-	-

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
9	<p>for their advancement ceremony.</p> <ul style="list-style-type: none"> I have received the certified list from Civil Service and have started the hiring process and background checks. 	-	-
10	<ul style="list-style-type: none"> Six members of the department will be travelling to the Pierce factory from June 10th thru 12th for the new ladder truck inspection. 	-	-
11	<ul style="list-style-type: none"> Quotes were received to develop a Strategic Plan based on the 2024 Master Plan and Review/Update on our current SOPs & Policies. We budgeted \$40,000 for these projects. After review with our QPA and solicitor we recommend awarding both quotes to Cotter Strategies. 	-	-
12	<ul style="list-style-type: none"> On recommendation of the training Committee, we are requesting approval of changes to SOP# 304 Annual Mandatory Training. The changes are highlighted and available in dropbox. 	-	-
13	<ul style="list-style-type: none"> On recommendation of the Chiefs, Administrator and Presidents of all three stations, we are requesting approval of changes to SOP# 206 Officer Qualifications & Duties. The changes are highlighted and available in dropbox. 	-	-
14	<ul style="list-style-type: none"> Congratulations to John Irwin, III and Lt. Zach Amodio on receiving the Burlington Knights of Columbus #589 "Shield Award". 	-	-
	<p><u>CHIEF'S LESHNER'S REPORT</u></p>		
15	<p>Chief Leshner reported that we had a great showing of support at the Knights of Columbus Shield Award event that honored Lt. Amodio and SO Irwin as recipients.</p>	-	-
	<p><u>FIRE OFFICIAL'S TOMASZEWSKI'S REPORT</u></p>		
16	<ul style="list-style-type: none"> During the month of April the fire prevention bureau performed 44 Life Hazard and Non-Life Hazard inspections. A total of 79 re-inspections and 2 complaint inspections were completed. 	-	-
17	<ul style="list-style-type: none"> Public Education: No report 	-	-
18	<ul style="list-style-type: none"> Fire Investigations: 11 LaClede Drive, structure fire on 4/2 and 8 Central Avenue, structure fire on 4/12 	-	-
19	<ul style="list-style-type: none"> Planning Board: The meeting was scheduled for May 8th. An application was heard from Eagleview Group, LLC for a strip mall on Route 130. The next meeting is scheduled for June 12th. 	-	-
20	<p><u>PUBLIC COMMENT</u> - There was no comment from the public.</p>	-	-
21	<p><u>OLD BUSINESS</u> - No discussion was held.</p>	-	-
	<p><u>NEW BUSINESS</u></p>		
22	<p>Adm. Fazekas informed the Board that the annual shared services agreement with the Board of Education has been reviewed and there are no changes. A motion was made by Comm. Scully and seconded by Comm. Field to allow Adm. Fazekas to proceed with renewal of this agreement. Roll call was held with all in agreement and the motion was carried.</p>	Resolution needed at next mtg.	Adm. Fazekas & Legal
23	<p>Adm. Fazekas informed the Board that he has received and reviewed with the solicitor and our QPA the quotes for the Strategic Plan and SOP Review projects. The recommendation was made to award both contracts to Cotter Strategies LLC for a total of \$36,700. A motion was made by Comm. Field and seconded by Comm. Scully to award Cotter Strategies the contract for both the Strategic Plan and SOP Review, roll call was held with all in agreement, motion carried.</p>	-	-
24	<p>A short discussion was held regarding the SOPs for review and approval. In regards to SOP# 206: Annual Mandatory Training a change will be made to remove the term "will approve" to "will take action." A motion was made by Comm. Scully and seconded by Comm. Ciasca to approve SOP# 206 Annual Mandatory Training, roll call was held with all in agreement and the motion was carried.</p>	-	-
25	<p>A motion was made by Comm. Field and seconded by Comm. Johnson to approve SOP# 304: Officer Qualifications and Duties, roll call was held with all in agreement with the exception of Comm. Scully who abstained from the vote. The motion was carried.</p>	-	-
26	<p>Adm. Fazekas reminded the Board that the Pierce Apparatus Inspection trip is scheduled for June 10 thru 12 and 6 people will be attending.</p>	-	-

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
27	Adm. Fazekas provided the Board with an update on the Civil Service listing and the processes we are taking. He stated that letters of interest have been received, Friday is the deadline.	-	-
28	<p><u>APPROVAL OF VOUCHERS</u></p> <p>A motion was made by Comm. Johnson and seconded by Comm. Field to approve the vouchers for payment. Roll call was held with all in agreement and the motion was carried.</p> <p><u>APPROVAL OF MINUTES</u></p>	-	-
29	A motion was made by Comm. Scully and seconded by Comm. Johnson to approve the April 23, 2025 Regular Commission meeting minutes. Roll call was held with all in agreement and the motion was carried.	-	-
30	<u>DISTRICT SOLICITOR REPORT</u> —No report	-	-
31	<p><u>HEALTH WELFARE/SICKNESS REPORT</u> - No report</p> <p><u>CORRESPONDENCE</u></p>	-	-
32	1. April 2025 LEA receipts report.	-	-
33	<u>MISCELLANEOUS</u> - No report	-	-
34	<p><u>DEPARTMENT ACCOMPLISHMENTS</u> - No report</p> <p><u>GOOD OF THE BOARD</u></p>	-	-
35	Comm. Ciasca commented that we received two letters of thanks. The first from the Board of Commissioners, Ocean County for their appreciation of our response to the recent wildfires in Southern Ocean County. The second was from Township resident Jeanne McElwee for our response to her home for an odor investigation. She commented on the professionalism and overwhelming assistance the crew provided her.	-	-
36	<p><u>CLOSED SESSION</u> - There was no Closed Session held.</p> <p><u>ADJOURNMENT</u></p>	-	-
37	A motion was made by Comm. Scully and seconded by Comm. Johnson to adjourn the meeting. Roll call was held with all in agreement and the motion was carried. The meeting was adjourned at 7:31pm.	-	-

**TOWNSHIP OF BURLINGTON
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 1**

Distribution: Comm. Painter, Comm. Field, Comm. Scully, Comm. Ciasca and Comm. Johnson

Recorded By: C. Warren
Transcribed By: C. Warren

Date, Time & Place:

June 25, 2025
7:00pm
Fire District Headquarters

Participants: Comm. Painter, Comm. Ciasca, Comm. Field, Comm. Johnson, Comm. Scully, Adm. Fazekas, FO/Batt. Chief Tomaszewski and Chief Leshner

Open Public Meeting Act:

The New Jersey Open Public Meeting, N.J.S.A 10:46-6 seq., was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon.

In accordance with provisions of the Act, the Board of Fire Commissioners of Fire District No. 1, Township of Burlington has caused notice of this meeting to be published by having the date, time, place and agenda to the extent known thereof posted as follows:

Published in the Burlington County Times January 2025 (Official Newspaper)
Forwarded to the Courier Post January 2025 (Informational Purposes Only)
Posted on the Bulletin Board at the Township Municipal Building January 2025
Fire District Website

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
1	Meeting called to order at 7:00pm June 25, 2025	-	-
2	Reading of the Open Public Meeting Act is read (as reflected above)	-	-
3	Roll Call/Present: Comm. Scully, Comm. Johnson, Comm. Ciasca, Comm. Field and Comm. Painter	-	-
	<u>CORRESPONDENCE</u>		
4	1. May 2025 LEA receipts report.	-	-
5	<u>APPOINTMENTS</u> - None	-	-
	<u>NEW MEMBERS</u>		
6	Motion by Comm. Johnson and seconded by Comm. Field to approve Carmine Clemente as a Probationary Firefighter assigned to Station 301. A roll call was held with all in agreement and the motion was carried. Comm. Painter welcomed PFF Clemete forward to take his Oath of Public Office as recited to him by Comm. Ciasca.	-	-
	<u>ADMINISTRATOR'S FAZEKAS'S REPORT</u>		
7	<ul style="list-style-type: none"> • The 2024 audit has started, Bob and I will present to the board upon completion. We are awaiting pension numbers from the State. That usually comes out in the summer. 	-	-
8	<ul style="list-style-type: none"> • I have received the certified list from Civil Service and have started the hiring process. The candidates have until 6/23/25 to return applications. The PPT test is scheduled for 6/24/25. Background checks have begun. 	-	-
9	<ul style="list-style-type: none"> • Six members of the department went to the Pierce factory June 10, 2025-June 12, 2025 for the inspection of the new ladder truck. Some minor issues were found. The time frame is approximately 3 weeks for delivery to New Jersey then 3 weeks at Fire & Safety. We anticipate delivery to our department near the end of July. I will be requesting approval to make our payment when the truck is delivered and inspected. 	-	-
10	<ul style="list-style-type: none"> • We have started working on the Strategic Plan & Review/Update of our SOPs and Policies. 	-	-

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
11	<ul style="list-style-type: none"> Graduation ceremony for Basic Firefighter I class will be held on Tuesday, July 15, 2025 at 7pm. Due to construction the ceremony will be held at BCIT Medford Campus, 10 Hawkins Road, Medford, NJ. 	-	-
12	<p><u>CHIEF'S LESHNER'S REPORT</u> - No report</p> <p><u>FIRE OFFICIAL'S TOMASZEWSKI'S REPORT</u></p>	-	-
13	<ul style="list-style-type: none"> During the month of May the fire prevention bureau performed 39 Life Hazard and Non-Life Hazard inspections. A total of 52 re-inspections and 5 complaint inspections were completed. 	-	-
14	<ul style="list-style-type: none"> Public Education: 5/2 Extinguisher training, 5/3 Touch-A-Truck event and 5/30 Veteran's Memorial 	-	-
15	<ul style="list-style-type: none"> Fire Investigations: 5/9-5/10 at 102 Sunset Road-structure fire and 5/18 at 1117 Kaye Ct.-structure fire 	-	-
16	<ul style="list-style-type: none"> Planning Board: The meeting was scheduled for June 12th. A review of the housing element & fair share plan 4th round was heard. An application was also heard for Interstate Outdoor Advertising, 319 Dulty's Lane Investor LLC and MSP Properties of Burlington. The next meeting is scheduled for July 10th. 	-	-
17	<p><u>PUBLIC COMMENT</u> - There was no comment from the public.</p> <p><u>OLD BUSINESS</u></p>	-	-
18	<p>A motion was made by Comm. Field and seconded by Comm. Scully to approve and provide a payment of \$697,000 from our Capital Reserve for the new Pierce aerial ladder truck; once the vehicle is delivered and inspected. A roll call was held with all in agreement and the motion was carried.</p>	-	-
19	<p>A resolution to enter into a shared services agreement for property maintenance services with the Burlington Township Board of Education was read by Comm. Ciasca. A motion was made by Comm. Field and seconded by Comm. Scully to approve the resolution as read roll call was held with all in agreement and the motion was carried.</p> <p><u>NEW BUSINESS</u></p>	-	-
20	<p>Adm. Fazekas informed the Board that he has met with the Personnel Committee and the presidents from the three stations with regards to social/company membership. They all agreed upon certain stipulations be placed on new social/company active members who join after 7/1/25. These stipulations are related to gym use, disciplinary actions/suspensions and required work credit. The presidents all agreed to adopt these new stipulations into their company by-laws. Adm. Fazekas is requesting of the Board of Commissioners to endorse these changes that will affect the social/company active membership. A motion was made by Comm. Scully and seconded by Comm. Johnson to endorse the new rules regarding social/company active membership. Roll call was held with all in agreement and the motion was carried.</p>	-	-
21	<p>Adm. Fazekas informed the Board that he has provided them with a "Future Projects – 6 Year Plan" for their review and comment. He also explained his thought process with regard to certain items and their effect on future funding for the department. A short discussion was held with relation to putting together a truck committee to look over the potential for future apparatus purchases. Comm. Ciasca commented that it is a great guideline for future decisions and Comm. Painter commented that the document is a great "fluid guideline" and can be adjusted to meet the department needs over the years. Comm. Fazekas also commented that the visit to the Pierce factory for the apparatus inspection last week was very "eye opening" and educational into what it takes to build fire apparatus, and he thanked them for the opportunity to attend. The Board commented that they agree with the idea of the "Future Projects – 6 Year Plan" and it's benefit to the department's future.</p> <p><u>APPROVAL OF VOUCHERS</u></p>	Create Truck Committee	Adm. Fazekas
22	<p>A motion was made by Comm. Ciasca and seconded by Comm. Field to approve the vouchers for payment. Roll call was held with all in agreement and the motion was carried.</p> <p><u>APPROVAL OF MINUTES</u></p>	-	-
23	<p>A motion was made by Comm. Field and seconded by Comm. Scully to approve the minutes of the May 28, 2025 regular meeting. Roll call was held with all in agreement and the motion was carried.</p>	-	-

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
24	<u>DISTRICT SOLICITOR REPORT</u> —No report	-	-
25	<u>HEALTH WELFARE/SICKNESS REPORT</u> - No report	-	-
26	<u>MISCELLANEOUS</u> - No report	-	-
	<u>DEPARTMENT ACCOMPLISHMENTS</u>		
27	Chief Leshner advised the Board that we are being recognized tomorrow night by Beverly for our assistance with the water rescues	-	-
28	Chief Leshner also informed the Board that we received a letter from the 9 th Legislative District Senator Amato and Assemblyman Rumpf and Myhre to the crew of engine 3012 regarding the Jones Road wildfire. The letter acknowledged our services, heroic efforts and professionalism during this unprecedented event that has not happened over the last 20 years.	-	-
29	Adm. Fazekas advised the Board that he has received notification that the New Jersey State Fire Chiefs Association will be presenting the Medal of Valor Award to Chief Leshner and David Counard. This award is being given due to the heroic efforts of both Chief Leshner and FF Couard for saving a young child from a house fire on Rt. 130 on March 31, 2024. The award will be presented on September 11, 2025 at 1pm at the Wildwood Convention Center.	-	-
	<u>GOOD OF THE BOARD</u>		
30	Comm. Field thanked all who contributed in the creation of the Mentor Program. He acknowledged the need for this program to help new members assimilate into the department, while also learning what we are about and how we came to be.	-	-
	<u>CLOSED SESSION</u>		
31	A motion was made by Comm. Scully and seconded by Comm. Field to move into closed session for the purpose of contracts. Roll call was held with all in agreement and the motion was carried.	-	-

**TOWNSHIP OF BURLINGTON
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 1**

Distribution: Comm. Painter, Comm. Field, Comm. Scully, Comm. Ciasca and Comm. Johnson

Recorded By: C. Warren
Transcribed By: C. Warren

Date, Time & Place:

July 23, 2025
7:00pm
Fire District Headquarters

Participants: Comm. Scully, Comm. Johnson, Comm. Ciasca, Comm. Painter, Adm. Fazekas, Chief Leshner, Jr., Deputy Chief Field, Batt. Chief/FO Tomaszewski and FPS Ulmer

Open Public Meeting Act:

The New Jersey Open Public Meeting, N.J.S.A 10:46-6 seq., was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon.

In accordance with provisions of the Act, the Board of Fire Commissioners of Fire District No. 1, Township of Burlington has caused notice of this meeting to be published by having the date, time, place and agenda to the extent known thereof posted as follows:

Published in the Burlington County Times January 2025 (Official Newspaper)
Forwarded to the Courier Post January 2025 (Informational Purposes Only)
Posted on the Bulletin Board at the Township Municipal Building January 2025
Fire District Website

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
1	Meeting called to order at 7:00pm July 23, 2025	-	-
2	Reading of the Open Public Meeting Act is read (as reflected above)	-	-
3	Roll Call/Present: Comm. Scully, Comm. Johnson, Comm. Ciasca, and Comm. Painter	-	-
4	Flag Salute and reading of location of emergency exits	-	-
	<u>CORRESPONDENCE</u>		
5	1. June 2025 LEA receipts report.	-	-
6	<u>APPOINTMENTS/SWEARING IN</u> - No action taken	-	-
7	<u>NEW MEMBERS</u> - No action taken	-	-
	<u>ADMINISTRATOR FAZEKAS'S REPORT</u>		
8	<ul style="list-style-type: none"> • The 2024 audit has started, Bob and I will present to the board upon completion. We are awaiting pension numbers from the State. That usually comes out in the summer. 	-	-
9	<ul style="list-style-type: none"> • I have received the certified list from Civil Service and have started the hiring process. Background checks have begun and interviews are being scheduled. 	-	-
10	<ul style="list-style-type: none"> • The new ladder truck is currently at Fire & Safety. The final inspection was completed on July 10th. The truck is scheduled to be delivered the week of July 28th. Once the truck is delivered, training will be scheduled. While the truck is here we will lay out the equipment to be mounted in the compartments. The truck will then go back to Fire & Safety to have the equipment mounted as per the contract. 	-	-
11	<ul style="list-style-type: none"> • We have started working on the Strategic Plan & Review/Update of our SOPs and Policies. 	-	-
12	<ul style="list-style-type: none"> • Congratulations to FF Keith Scully, Jr. and FF Logan Hreso for graduating from the Firefighter I class on July 15th. FF Hreso received the "Most Improved" award during graduation. 	-	-

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
13	<ul style="list-style-type: none"> The 2026 Officer selection process will be announced during the Chief's Board meeting and then I will notify the department as per the new policy. <p><u>CHIEF LESHNER'S REPORT</u></p>	-	-
14	<p>Chief Leshner reported that we had two firefighters who graduated from the Firefighter I class on July 15th, Logan Hreso and Keith Scully, Jr.. FF Hreso also received the "Most Improved" award at the graduation.</p> <p><u>BATTALION CHIEF/FIRE OFFICIAL TOMASZEWSKI'S REPORT</u></p>	-	-
15	<ul style="list-style-type: none"> During the month of June the fire prevention bureau performed 46 Life Hazard and Non-Life Hazard inspections. A total of 29 re-inspections and 10 complaint inspection were completed. 	-	-
16	<ul style="list-style-type: none"> Public Education: ESYA Orientation on 6/24 and a fire drill at the municipal complex on 6/26. 	-	-
17	<ul style="list-style-type: none"> Fire Investigations: No report 	-	-
18	<ul style="list-style-type: none"> Planning Board: The meeting was scheduled for June 10th. An application was heard for HGMG Properties, LLC. And an extension for 1920 River Road, LLC. The next meeting is scheduled for August 14th. 	-	-
19	<p><u>PUBLIC COMMENT</u> - There was no comment from the public.</p>	-	-
20	<p><u>OLD BUSINESS</u> - No discussion was held.</p> <p><u>NEW BUSINESS</u></p>	-	-
21	<p>Adm. Fazekas commented on the change to SOP 409: Firefighter Medical Surveillance. The change was made to comply with Legislation Senate Bill S2890 that went into effect on June 3, 2024 with regards to cancer screening for all employed career firefighters.</p>	-	-
22	<p>Adm. Fazekas also commented on SOP 414: Heat Illness Prevention Program and SOP 415: Rehabilitation. He stated that we recently had a firefighter be effected by heat exhaustion and all the necessary paperwork and notifications were made. We also had a surprise visit from PEOSHA in relation to same. An interview and inspection was completed by PEOSHA with success. All the SOPs were posted in each station. A motion was made by Comm. Scully and seconded by Comm. Johnson to approve SOP 409, 414 and 415, roll call was held with all in agreement and the motion was carried.</p>	-	-
23	<p>A discussion was held regarding the disposal of the current 3035 after the new apparatus is placed in service. Adm. Fazekas stated that we have options available to us, such as selling the apparatus or provide the vehicle to the fire academy for training purposes. Comm. Ciasca questioned the value of the apparatus. Adm. Fazekas stated that the "Blue Book" value is approximately no more than \$50,000. The Board approved Adm. Fazekas to explore various options available to us to dispose of the apparatus and report back.</p>	Look into options for disposal	Adm. Fazekas
24	<p>Adm. Fazekas stated that in order to keep the process moving in relation to the hiring of new employees he spoke with our solicitor about the process and the offer of employment. A motion was made by Comm. Johnson and seconded by Comm. Ciasca to allow the administrator to continue with the hiring process.</p>	Continue hiring process	Adm. Fazekas
25	<p>Adm. Fazekas informed the Board that a Department meeting has been scheduled for August 14th. We will provide light refreshments at 6pm with the meeting to follow at 6:30pm.</p> <p><u>APPROVAL OF VOUCHERS</u></p>	-	-
26	<p>A motion was made by Comm. Scully, seconded by Comm. Johnson to approve the vouchers for payment. Roll call was held with all in agreement and motion carried.</p> <p><u>APPROVAL OF MINUTES</u></p>	-	-
27	<p>A motion was made by Comm. Johnson, seconded by Comm. Scully to approve the minutes of June 25, 2025 regular meeting. Roll call was held with all in agreement and motion carried.</p>	-	-
28	<p><u>DISTRICT SOLICITOR REPORT</u> - No report</p>	-	-

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
29	<p><u>HEALTH WELFARE/SICKNESS REPORT</u></p> <p>Comm. Ciasca commented that he has spoken to Comm. Field. He is doing well and is home recovering.</p>	-	-
30	<p><u>MISCELLANEOUS</u> - No report</p>	-	-
31	<p><u>DEPARTMENT ACCOMPLISHMENTS</u></p> <p>Congratulations went out to the Firefighter I graduates Keith Scully, Jr. and Logan Hreso who also received the "Most Improved" award from the academy.</p>	-	-
32	<p><u>GOOD OF THE BOARD</u></p> <p>Comm. Ciasca remarked that he made a sarcastic comment via email in relation to Legislation Senate Bill S2890 and it may not have been received well. He explained that his concern was that while Legislation Senate Bill S2890 provides cancer screening for career firefighters, it excludes volunteer firefighters. Our volunteer firefighters are exposed to the same environment as our career staff and should receive the same consideration. He suggested that maybe we should send our political leaders correspondence expressing this concern. A discussion followed at which time Adm. Fazekas provided additional information.</p>	-	-
33	<p><u>CLOSED SESSION</u></p> <p>A motion was made by Comm. Scully and seconded by Comm. Johnson to move into Closed Session for the purpose of personnel. Roll call was held with all in agreement and the motion was carried.</p>	-	-

**TOWNSHIP OF BURLINGTON
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 1**

Distribution: Comm. Painter, Comm. Field, Comm. Scully, Comm. Ciasca and Comm. Johnson

Recorded By: C. Warren
Transcribed By: C. Warren

Date, Time & Place:

August 27, 2025
7:00pm
Fire District Headquarters

Participants: Comm. Scully, Comm. Johnsons, Comm. Ciasca, Comm. Field, Comm. Painter, Adm. Fazekas, FO/Batt. Chief Tomaszewski, Chief Leshner, Jr., Deputy Chief Field and CFF Ulmer

Open Public Meeting Act:

The New Jersey Open Public Meeting, N.J.S.A 10:46-6 seq., was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon.

In accordance with provisions of the Act, the Board of Fire Commissioners of Fire District No. 1, Township of Burlington has caused notice of this meeting to be published by having the date, time, place and agenda to the extent known thereof posted as follows:

Published in the Burlington County Times January 2025 (Official Newspaper)
Forwarded to the Courier Post January 2025 (Informational Purposes Only)
Posted on the Bulletin Board at the Township Municipal Building January 2025
Fire District Website

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
1	Meeting called to order at 7:00pm August 27, 2025	-	-
2	Reading of the Open Public Meeting Act is read (as reflected above)	-	-
3	Roll Call/Present: Comm. Scully, Comm. Johnson, Comm. Ciasca and Comm. Painter	-	-
4	Comm. Painter asked all for a moment of reflection in memory of the recent school shooting.	-	-
	<u>CORRESPONDENCE</u>		
5	1. July 2025 LEA receipts report. 2. Thank you card from Comm. Field	-	-
	<u>APPOINTMENTS/SWEARING IN</u>		
6	At this time Firefighter Christopher Williams was invited up front by Comm. Painter to take his Oath of Office. The Oath of Office was given by Comm. Ciasca and recited by FF Williams. FF Williams was welcomed into the department by the Board of Commissioners.	-	-
7	<u>NEW MEMBERS</u> - None	-	-
	<u>ADMINISTRATOR'S FAZEKAS'S REPORT</u>		
	Adm. Fazekas submitted his report as follows:		
8	• Bob Elliott will present to the Board the 2024 audit report during the next workshop meeting in October.	-	-
9	• Background checks and interviews have been completed. The interview committee recommended Christopher Dillon and Robert Wieland, III be offered a conditional offer of employment. Once they complete the medical and psychological exams, I will inform the Board of the permanent appointments.	-	-
10	• The new ladder truck has been delivered and driver training has started. Aerial operations training from Pierce will beheld the first week in September. While the truck is here we will layout the equipment to be mounted in the compartments. The truck will go back to Fire & Safety (9/9/25) to have the mounting of the equipment done as per the contract, after the training is completed.	-	-

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
11	<ul style="list-style-type: none"> We have scheduled the Strategic Plan Initiative meeting with public stakeholders for Tuesday, September 30, 2025 from 6pm-9pm. Invitations have been sent to those individuals we are requesting to attend the meeting. 	-	-
12	<ul style="list-style-type: none"> The 2026 Officer Selection process was announced by placing notices in the three fire houses and on I Am Responding. Applications are due to me by 4pm on Friday, August 29, 2025. 	-	-
13	<ul style="list-style-type: none"> I have received the Certification of Eligible Appointment from Civil Service for the Fire Prevention Specialist UFD position. After consulting with the Personnel Committee, we recommend Dylan Ulmer be appointed to the position effective 9/1/2025. A resolution will be on the agenda for passage. 	-	-
14	<ul style="list-style-type: none"> The career staff that qualified for the cancer screening, per Bill signed by the governor, have completed their screening. I have applied for reimbursement from the State. 	-	-
15	<ul style="list-style-type: none"> The department meeting was held on 8/14/25 and 35 members were in attendance. 	-	-
	<u>CHIEF'S LESHNER'S REPORT</u>		
16	Chief Leshner informed the Board that the department has been presented with a proclamation from Shamong Township in reference to the wildland fires.	-	-
	<u>FIRE OFFICIAL'S TOMASZEWSKI'S REPORT</u>		
17	<ul style="list-style-type: none"> During the month of July the fire prevention bureau performed 39 Life Hazard and Non-Life Hazard inspections. A total of 31 re-inspections and 3 complaint inspections were completed. 	-	-
18	<ul style="list-style-type: none"> Public Education: 7/8 Youth Academy and 7/11 Youth Academy graduation 	-	-
19	<ul style="list-style-type: none"> Fire Investigations: 7/3 902 Jacksonville Road-burn victim, 7/3 1800 Mt. Holly Road-car fire, 7/17 510 Neck Road-heater fire and 7/31 105 Elbow Lane-warehouse/robot fire 	-	-
20	<ul style="list-style-type: none"> Planning Board: The meeting was scheduled for August 14th An application was heard for Flagship NJ Propco, LLC and a continuation for 907 Sunset Road, LLC. The next meeting is scheduled for September 11th. 	-	-
21	<u>PUBLIC COMMENT</u> - No comments	-	-
22	<u>OLD BUSINESS</u> - No discussion	-	-
	<u>NEW BUSINESS</u>		
23	At this time a resolution was read by Comm. Ciasca Setting Compensation for Commissioners Pursuant to N.J.S.A. 40A:14-88 and the Manner of Payment Thereof. A motion was made by Comm. Field and seconded by Comm. Scully to approve the resolution as read by Comm. Ciasca. Roll call was held with all in agreement and the motion was carried.	-	-
	<u>APPROVAL OF VOUCHERS</u>		
24	A motion was made by Comm. Johnson and seconded by Comm. Scully to approve the vouchers for payment. Roll call was held with all in agreement and the motion was carried.	-	-
	<u>APPROVAL OF MINUTES</u>		
25	A motion was made by Comm. Scully and seconded by Comm. Johnson to approve the minutes of July 23, 2025 Regular meeting. Roll call was held with all in agreement, Comm. Field abstained and the motion was carried.	-	-
26	<u>DISTRICT SOLICITOR REPORT</u> - No report	-	-
	<u>HEALTH WELFARE/SICKNESS REPORT</u>		
27	Comm. Field was welcomed back and he stated that he is felling much better.	-	-
28	<u>MISCELLANEOUS</u> - No report	-	-

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
	<u>DEPARTMENT ACCOMPLISHMENTS</u>		
29	Comm. Field commented on the good attendance at the recent departmental meeting. He also thanked those involved in preparing the new incident reporting program for use. A lot of hard work was put forth in preparing this new program for use.	-	-
30	<u>GOOD OF THE BOARD</u> - No report	-	-
31	<u>CLOSED SESSION</u> - No Closed Session	-	-
	<u>ADJOURNMENT</u>		
32	A motion was made by Comm. Field and seconded by Comm. Scully to adjourn the meeting at 7:09pm. All were in favor and the motion was carried.	-	-

**TOWNSHIP OF BURLINGTON
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 1**

Distribution: Comm. Painter, Comm. Field, Comm. Scully, Comm. Ciasca and Comm. Johnson

Recorded By: Christine Warren
Transcribed By: Christine Warren

Date, Time & Place:

September 24, 2025
7:00pm
Fire District Headquarters

Participants: Comm. Painter, Comm. Field, Comm. Ciasca, Comm. Johnson, Comm. Scully, Adm Fazekas, Chief Leshner, Jr., and Batt. Chief Tomaszewski

Open Public Meeting Act:

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In accordance with provisions of the Act, the Board of Fire Commissioners of Fire District No. 1, Township of Burlington has caused notice of this meeting to be published by having the date, time, place and agenda to the extent known thereof posted as follows:

Published in the Burlington County Times January 2025 (Official Newspaper)
Forwarded to the Courier Post January 2025(Informational Purposes Only)
Posted on the Bulletin Board at the Township Municipal Building January 2025
Fire District Website

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
1	Meeting called to order at 7:00pm September 24, 2025	-	-
2	Reading of the Open Public Meeting Act is read (as reflected above)	-	-
3	Roll Call/Present: Comm. Scully, Comm. Johnson, Comm. Ciasca, Comm. Field & Comm. Painter	-	-
4	Flag Salute	-	-
5	Reading of location of emergency exits	-	-
	<u>CORRESPONDENCE</u>		
6	1) Bureau of Fire Prevention August 2025 Receipts memorandum	-	-
	<u>NEW MEMBERS</u>		
7	A motion was made by Comm. Field and seconded by Comm. Johnson to approve Katherine Morton as a Probationary Firefighter with Station 302. Roll call was held with all in agreement and the motion was carried.	-	-
	<u>APPOINTMENTS</u>		
8	At this time Probationary Firefighter Katherine Morton was invited up front by Comm. Painter to take the Oath of Office. The Oath of Office was given by Comm. Ciasca and recited by FF Morton. FF Morton was welcomed into the department by the Board of Commissioners.	-	-
9	Firefighter John Decker then proceeded forward to also take the Oath of Office. The Oath of Office was given by Comm. Ciasca and recited by FF Decker. FF Decker was welcomed into the department by the Board of Commissioners.	-	-
	<u>SPECIAL PRESENTATION</u>		
10	Chief Leshner and Batt. Chief Tomaszewski welcomed all to a special presentation by the department to honor those members who have completed the Probationary	-	-

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
10 cont.	<p>Firefighter level. Jacob Fitzgerald, Dakota Diloreto, Joshua Nemeth, Kyle Conard and Andrew Machion were each was asked to come forward to receive a plaque with their probationary firefighter helmet shield affixed to it.</p>	-	-
	<p><u>ADMINISTRATOR'S FAZEKAS'S REPORT</u></p>		
	<p>Adm. Fazekas submitted his report as follows:</p>		
11	<ul style="list-style-type: none"> Auditor R. Elliott will present to the Board the 2024 Annual Audit Report at the workshop meeting scheduled for October 9, 2025. 	-	-
12	<ul style="list-style-type: none"> Christopher Dillon and Robert Wieland, III have been offered a conditional offer of employment. Once we are in receipt of their medical and psychological exam results we can proceed with permanent appointments. If we receive the results by the next meeting we will have a resolution prepared to hire them. 	-	-
13	<ul style="list-style-type: none"> The new ladder truck driver training and aerial operations training from Pierce is completed. The truck was delivered to Fire & Safety (9/9/25) to have the equipment mounted as per the contract. 	-	-
14	<ul style="list-style-type: none"> We have scheduled the Strategic Plan Initiative meeting with public stakeholders for Tuesday, September 30, 2025 from 6pm to 9pm. Invitations have been sent to those individual we are requesting to attend this meeting. 	-	-
15	<ul style="list-style-type: none"> The 2026 officer applications have been received and I will review them with the Chief. 	-	-
16	<ul style="list-style-type: none"> The career staff that qualified for the cancer screening, per the Bill signed by the governor, have completed the screening. I have received reimbursement from the State. 	-	-
	<p><u>CHIEF'S LESHNER'S REPORT</u></p>		
17	<p>Chief Leshner had no report. Comm. Field commented that Chief Leshner and David Counard were both presented with the Medal of Valor Award at the annual NJ State Exempt Fireman's Convention a few weeks ago. Congratulations goes out to Chief Leshner and David Counard for their honor.</p>	-	-
	<p><u>FIRE OFFICIAL'S TOMASZEWSKI'S REPORT</u></p>		
	<p>FO Tomaszewski submitted his report as follows:</p>		
18	<ul style="list-style-type: none"> During the month of August the fire prevention bureau performed 50 Life Hazard and Non-Life Hazard inspections. A total of 42 re-inspections and 3 complaint inspections were completed. 	-	-
19	<ul style="list-style-type: none"> Public Education: 8/5 National Night Out, 8/18 Smoke detector installs and 8/22 The Place at Burlington car show. 	-	-
20	<ul style="list-style-type: none"> Fire Investigations: 8/8 a vehicle fire at 2103 Mt. Holly Road, 8/9 a vehicle fire at 1640 River Road, 8/28 a structure fire at 11 Langdon Road and 8/30 a structure fire at 10 Manchester Way. 	-	-
21	<ul style="list-style-type: none"> Planning Board: The meeting was scheduled for September 11th. An application was heard for My Lucky Dog, LLC. And MSP Properties of Burlington-Tractor Supply. The next meeting is scheduled for October 9th. 	-	-
22	<p><u>PUBLIC COMMENT</u> - There was no comment from the public.</p>	-	-
23	<p><u>OLD BUSINESS</u> - No discussion was held.</p>	-	-
24	<p><u>NEW BUSINESS</u> - No discussion was held.</p>	-	-
	<p><u>APPROVAL OF VOUCHERS</u></p>		
25	<p>A motion was made by Comm. Field and seconded by Comm. Johnson to approve the vouchers for payment. Roll call was held with all in agreement and the motion was carried.</p>	-	-
	<p><u>APPROVAL OF MINUTES</u></p>		
26	<p>A motion was made by Comm. Scully and seconded by Comm. Ciasca to approve the minutes of August 27, 2025, Regular meeting. Roll call was held with all in agreement and the motion was carried.</p>	-	-
27	<p><u>DISTRICT SOLICITOR REPORT</u> - No report</p>	-	-
28	<p><u>HEALTH WELFARE/SICKNESS REPORT</u> -No report</p>	-	-

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
29	<u>MISCELLANEOUS</u> - No report	-	-
30	<u>DEPARTMENT ACCOMPLISHMENTS</u> Adm. Fazekas commented that Chief Craig Leshner, Jr. and FF David Counard were both presented with the Medal of Valor at the annual convention held in Wildwood this year. The medal was given for their valor in the rescue of a young child on Easter Sunday. A photo of the presentation has been posted on our website. Congratulations to both on their achievement.	-	-
31	<u>GOOD OF THE BOARD</u> Comm. Ciasca congratulated Councilman Carl Schoenborn on his recent retirement from Burlington Township's Council. Adm. Fazekas stated that he, Comm. Painter and Comm. Field attended Councilman Schoenborn's final council meeting held on September 23rd. He also stated that Councilman Schoenborn has always been a positive supporter of the fire department and makes a donation to us each year. September 30th has been deemed Councilman Carl M. Schoenborn Day by the Township Council and we will display this information on our digital sign board at Station 301 and 302.	-	-
32	<u>CLOSED SESSION</u> A motion was made by Comm. Scully and seconded by Comm. Field to approve a Resolution Authorizing a Closed Session for the purpose of personnel. Roll call was held with all in agreement and the motion was carried.	-	-

**TOWNSHIP OF BURLINGTON
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 1**

Distribution: Comm. Painter, Comm. Field, Comm. Scully, Comm. Ciasca and Comm. Johnson

Recorded By: C. Warren
Transcribed By: C. Warren

Date, Time & Place:

October 9, 2025
7:00pm
Fire District Headquarters

Participants: Comm. Painter, Comm. Field, Comm. Scully, Comm. Ciasca, Comm. Johnson, Adm. Fazekas, Chief Leshner, Jr and Aud. Elliott

Open Public Meeting Act:

The New Jersey Open Public Meeting, N.J.S.A 10:46-6 seq., was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon.

In accordance with provisions of the Act, the Board of Fire Commissioners of Fire District No. 1, Township of Burlington has caused notice of this meeting to be published by having the date, time, place and agenda to the extent known thereof posted as follows:

Published in the Burlington County Times January 2025 (Official Newspaper)
Forwarded to the Courier Post January 2025 (Informational Purposes Only)
Posted on the Bulletin Board at the Township Municipal Building January 2025
Fire District Website

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
1	Meeting called to order at 7:00pm October 9, 2025	-	-
2	Reading of the Open Public Meeting Act is read (as reflected above)	-	-
3	Roll Call/Present: Comm. Scully, Comm. Johnson, Comm. Ciasca, Comm. Field & Comm. Painter	-	-
4	Emergency Exits and Flag Salute	-	-
5	<u>NEW MEMBERS</u> —No new members	-	-
6	<u>SWEARING IN/APPOINTMENTS</u> - No action taken	-	-
7	<u>PUBLIC COMMENT</u> - There was no comment from the public.	-	-
8	<u>2024 AUDIT REPORT</u> Aud. Robert Elliott was in attendance to provided the annual audit report for the year beginning January 1, 2024 through December 31, 2024. He stated that overall the fire district did a great job in managing the 2024 budget, we are in good financial shape. He reviewed the Budgetary Comparison Schedule, Statement of Revenues, Expenditures and changes to fund balances as well as the reconciliation of same.	-	-
9	Aud. Elliott provided the Board with information relating to the PFRS finances in relation to the line item transfers that are needed. He commented that the issue is mostly related to the change from PERS to PFRS with regards to an employee. Aud. Elliott continued his report by going over the Independent Auditor Report on Internal Control over Financial Reporting and Compliance and informed the Board of the need to sign a group affidavit regarding same.	-	-
10	A resolution was read accepting the annual audit and authorizing publication of the synopsis pursuant to N.J.S.A. 40A:5A-16 and N.J.S.A. 40A-14-89. A motion was made by Comm. Field and seconded by Comm. Scully to approve the resolution as read, roll call was held with all in agreement and the motion was carried.	-	-

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
11	A resolution was read certifying compliance with N.J.S.A. 40A:5A-17 with regards to the audit as submitted. A motion was made by Comm. Scully and seconded by Comm. Field to approve the resolution as read, roll call was held with all in agreement and the motion was carried.	-	-
12	A resolution was read Authorizing Line Item Transfers in reference to the 2024 budget pursuant to N.J.S.A. 40A:14-78.9. A motion was made by Comm. Field and seconded by Comm. Scully to approve the resolution as read, roll call was held with all in agreement and the motion was carried.	-	-
	<u>OLD BUSINESS</u>		
13	At this time Comm. Ciasca read a Resolution Appointing Career Firefighters, Christopher Dillon and Robert Wieland, III. A motion was made by Comm. Scully and seconded by Comm. Field to approve the resolution as read, roll call was held with all in agreement and the motion was carried.	-	-
14	<u>NEW BUSINESS</u> - There was no discussion held.	-	-
	<u>GOOD OF THE BOARD</u>		
15	Comm. Field gave his thanks to all those that are giving forth their time to the annual fire prevention events that occur in the month of October.	-	-
16	Comm. Johnson congratulated Beverly Road Fire Company #2 on their 100th Anniversary.	-	-
	<u>CLOSED SESSION</u>		
17	Comm. Painter stated that we will be holding a closed session meeting. A motion was made by Comm. Scully and seconded by Comm. Johnson to approve a Resolution Authorizing a Closed Session for the purpose of personnel and contracts. Roll call was held with all in agreement and the motion was carried.	-	-

**TOWNSHIP OF BURLINGTON
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 1**

Distribution: Comm. D. Painter, Comm. T. Field, Comm. A. Ciasca, Comm. C. Johnson and Comm. K. Scully

Recorded & Transcribed By: C. Warren

Date, Time & Place:

November 13, 2025 Work Session Meeting
7:00pm
Beverly Road Fire Co. #2

Participants: Comm. D. Painter, Comm. T. Field, Comm. A. Ciasca, Comm. C. Johnson, Comm. K. Scully, Adm. Fazekas and Chief Leshner, Jr.

Open Public Meeting Act:

The New Jersey Open Public Meeting, N.J.S.A 10:46-6 seq., was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon.

In accordance with provisions of the Act, the Board of Fire Commissioners of Fire District No. 1, Township of Burlington has caused notice of this meeting to be published by having the date, time, place and agenda to the extent known thereof posted as follows:

Published in the Burlington County Times January 2025 (Official Newspaper)
Forwarded to the Courier Post January 2025 (Informational Purposes Only)
Posted on the Bulletin Board at the Township Municipal Building January 2025
Fire District Website

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
1	Meeting called to order at 7:00pm November 13, 2025 Work Session	-	-
2	Reading of the Open Public Meeting Act is read (as reflected above)	-	-
3	Roll Call/Present: Comm. Scully, Comm. Johnson, Comm. Field, Comm. Ciasca and Comm. Painter	-	-
4	<u>APPOINTMENT/SWEARING IN</u> —None	-	-
5	<u>NEW MEMBERS</u> —None	-	-
6	<p><u>PUBLIC COMMENT</u></p> <p>Comm. Painter opened the public portion of the meeting by informing all in attendance the proper conduct that is expected while addressing the Board. Chief Leshner requested to speak in regards to the recent fatal fire. Chief Leshner stated the following: "On Saturday, November 8th we responded to a devastating and fatal house fire. Unfortunately, there was a significant amount of inaccurate and hurtful information about the department shared on social media. There were also many positive posts recognizing the department's efforts that morning. As both Deputy Chief Field and I are responsible for protecting the community, we are equally responsible for and committed to protecting our responding members and mutual aid partners, and ensuring everyone returns home safely to their families. Unless, someone was on scene, it's difficult to understand the full complexity of the incident. Crews faced multiple hazards including heavy fire conditions upon arrival, a live powerline arcing on Division "A" and several propane tanks venting on Division "D". An after action review will be scheduled to discuss and review the events of that morning. We will continue to learn from this tragic incident and make improvements where needed. No further comment will be made at this time, as the fire remains under investigation. Comm. Painter thanked Chief Leshner for his heartfelt comments.</p>	-	-
7	<p>Comm. Painter acknowledged D. Hale of 79 Bordentown Road, Chesterfield, NJ. She thanked the firefighters for their service and commented that she was here to show her support of the department; and express her displeasure of the recent negative social media comments. She continued by stating that those who choose to voice their opinion on social media with no factual evidence to support their accusations should show up at these public meetings and voice their opposition. She expressed that the job of firefighting, police enforcement and emergency medical services is a thankless trade and comes with the risk of never returning home. The volunteers of this department give all to their community and do the best that they can, but unfortunate events do occur. She further commented that fire, police and EMS are essential</p>	-	-

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
7 cont.	<p>services in every community and should be supported by the residents, not depreciated on social media, by people who choose to voice their opinions behind keyboards. In closing she again thanked the department for their service and advised all to not allow negative comments to sway them from providing the best possible service to the residents of the community and all who pass through it. Comm. Painter thanked her for her comments and generous words of support provided during this difficult time within the department.</p>	-	-
8	<p><u>OLD BUSINESS</u></p> <p>Adm. Fazekas provided a short synopsis into the possible options that were available to us in regards to the proper disposal of the ladder truck (3035). Unfortunately for us the options did not work to our advantage. He has since spoken with an online organization that can offer an online auction of the vehicle. It is the recommendation of both Adm. Fazekas and our solicitor that we take the option of utilizing the online auction site to dispose of the ladder truck. A resolution was read by Comm. Ciasca Authorizing Sale of Surplus Personal Property No Longer Needed for Public Use on an Online Auction Website. A motion was made by Comm. Scully and seconded by Comm. Johnson to approve the resolution as read, roll call was held with all in agreement and the motion was carried.</p>	-	-
9	<p><u>NEW BUSINESS</u></p> <p>A resolution was read by Comm. Ciasca Authorizing Notice of Public Meetings for the Year 2026. A motion was made by Comm. Field and seconded by Comm. Johnson to approve the resolution as read. Roll call was held with all in agreement and the motion was carried.</p>	-	-
10	<p>A resolution was read by Comm. Ciasca Setting the Date, Time and Place of the Annual Fire District Election. A motion was made by Comm. Scully and seconded by Comm. Johnson to approve the resolution as read. Roll call was held with all in agreement and the motion was carried.</p>	-	-
11	<p>Adm. Fazekas informed the Commission of the following items provided in his written report:</p>	-	-
12	<ul style="list-style-type: none"> • Applications are being accepted for the Fire Official position on the Department of Civil Service site until 11/21/25. As I receive updates from Civil Service I will inform the personnel committee. 	-	-
13	<ul style="list-style-type: none"> • Christopher Dillon and Robert Wieland, III started with the department on 10/20/25. They has been placed on a modified 40hrs schedule for approximately four weeks. They will be placed on the 12hr schedule beginning next week. 	-	-
14	<ul style="list-style-type: none"> • The new ladder truck is being delivered tomorrow. Due to the issues causing the delay in having the truck returned to us they will be doing the following: <ol style="list-style-type: none"> 1) 2026 UL Testing will be done at their shop and they will cover the cost. 2) They are waiving the \$4,980 we would have paid after the contracted amount for the mounting. 	-	-
15	<ul style="list-style-type: none"> • The Strategic Plan Initiative Committee met yesterday and reviewed the comments from the Public Stakeholder meeting and the department survey (32 responses from members) 	-	-
16	<ul style="list-style-type: none"> • CISD (Critical Incident Stress Debriefing) will be held on Saturday, November 15, 2025 at 9am at Station 301. Members directly involved in the Saturday morning fire are encouraged to attend. 	-	-
17	<ul style="list-style-type: none"> • I will be meeting with Robert Elliott, CPA within the next week to go over the 2026 budget. We will be discussing the budget at the December workshop meeting. 	-	-
18	<p><u>CLOSED SESSION</u> - There was no Closed Session meeting.</p>	-	-
18	<p><u>GOOD OF THE BOARD</u></p> <p>Comm. Ciasca offered the following comment in relation to the recent fatal house fire. He stated that he was saddened by the loss of life and offered his sympathies to the families it has effected. However, he is very angry over the negative social media comments directed at the department and upset at how these comments have effected our firefighters. He asked the department membership to please focus on the good comments we have received and not the negative, as the job of being a firefighter is difficult enough.</p>	-	-

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
19	Comm. Field commented that since the incident a lot of work has been followed through with in relation to the investigation of this tragedy. We still have a great department and we will continue to move forward and progress.	-	-
20	Comm. Johnson commented that Saturday was a long night, the next morning we felt it all in the loss of ones life. He asked the department membership to remember that despite the negative social media comments, the Board will be there to support you and the job that you do.	-	-
21	Comm. Scully thanked the firefighters that responded to the call. He stated that they handled the incident very well despite being "dealt a bad hand" from the start. He reminded them to look at the positive comments we have received on social media and not the negative.	-	-
22	Comm. Painter praised the department for their handling of the situation. A fire fatality is never an easy situation to handle for those in emergency services, firefighters. We did receive negative social media comments, but we also received many positive social media comments in support of the department. She asked all of the members effected by this situation to keep this in mind. She also offered her sympathy to the families effected by this event. In closing she reminded the department members, the Board will always support the job that you perform for the community and those within it, you should be proud.	-	-
23	On a happier note, Adm. Fazekas offered his congratulations to Comm. Scully on his retirement from his position with the Bordentown Fire Department, effective at the end of this year.	-	-
	<u>ADJOURNMENT</u>		
24	A motion was made by Comm. Scully and seconded by Comm. Field to adjourn the meeting with all in favor and the motion was carried. The meeting was adjourned at 7:21pm.	-	-

**TOWNSHIP OF BURLINGTON
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 1**

Distribution: Comm. Painter, Comm. Field, Comm. Scully, Comm. Ciasca and Comm. Johnson

Recorded By: C. Warren
Transcribed By: C. Warren

Date, Time & Place:

December 11, 2025 Work Session
7:00pm
Beverly Road Fire Company #2

Participants: Comm. Painter, Comm. Ciasca, Comm. Field, Comm. Scully, Comm. Johnson, Adm. Fazekas, Chief Leshner, Jr., FO/Batt. Chief Tomaszewski and Aud. Elliott

Open Public Meeting Act:

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In accordance with provisions of the Act, the Board of Fire Commissioners of Fire District No. 1, Township of Burlington has caused notice of this meeting to be published by having the date, time, place and agenda to the extent known thereof posted as follows:

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Forwarded to the Courier Post January 2025 (Informational Purposes Only)
Posted on the Bulletin Board at the Township Municipal Building January 2025
Fire District Website

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
1	Meeting called to order at 7:00pm December 11, 2025	-	-
2	Reading of the Open Public Meeting Act is read (as reflected above)	-	-
3	Roll Call/Present: Comm. Scully, Comm. Ciasca, Comm. Field, Comm. Johnson and Comm. Painter	-	-
4	Flag Salute and reading of emergency exits.	-	-
5	<u>PUBLIC COMMENT</u> - There was no comment from the public.	-	-
6	<u>NEW MEMBERS</u> - There were no new members. <u>APPOINTMENTS AND OATH OF OFFICE</u>	-	-
7	Fire Police Officer Brian Wood, Sr. was welcomed forward to take his Oath of Office as recited to him by Comm. Ciasca. Fire Police Officer Wood was welcomed into the department by the Board of Fire Commissioners.	-	-
8	<u>OLD BUSINESS</u> - There was no discussion under Old Business. <u>NEW BUSINESS</u>	-	-
9	A review of the memorandum regarding the appointment of the 2026 department officers was held. A motion was made by Comm. Field and seconded by Comm. Ciasca to appoint the 2026 officers as submitted. Roll call was held with all in agreement with the exception of Comm. Scully who abstained, motion was approved.	-	-
10	A review of a memorandum submitted requesting approval of career firefighters unused vacation time was held. A motion was made by Comm. Ciasca and seconded by Comm. Scully to approve the carry over time into 2026. Roll call was held with all in agreement and the motion was carried.	-	-
11	At this time Aud. Robert Elliott was introduced by Comm. Painter to provide a presentation of the 2026 Fire District Budget. Aud. Elliott first thanked Adm. Fazekas for all his work in the preparation of the document to be submitted to the State. He	-	-

Meeting Item No.	DESCRIPTION	STATUS	ACTION BY
11 cont.	then provided a page by page explanation to the Board of the proposed budget. He explained in detail the message and analysis section of the budget as well as an overview relating to pensions, healthcare and salaries. He completed his report by stating that the department's effective budgeting over the years has placed us in a good financial state.		
12	A resolution was read by Comm. Ciasca introducing and approving the 2026 budget. A motion was made by Comm. Field and seconded by Comm. Scully to approve this resolution as read. Roll call was held with all in agreement and the motion was carried.	-	-
13	A resolution was read by Comm. Ciasca establishing a temporary budget for 2026. A motion was made by Comm. Scully and seconded by Comm. Field to approve this resolution as read. Roll call was held with all in agreement and the motion was carried.	-	-
14	A presentation was given by Fire Official/Batt. Chief Tomaszewski and Adm. Fazekas with regards to new apparatus. FO/BC Tomazewski first thanked all those that participated on the committee that began in 2024 that developed the proposed "multi-purpose" apparatus. It was explained that this truck differs from the recently delivered ladder truck as it is a "mid-mount" not a "rear-mount" and it is designed to work of the side. Comm. Ciasca questioned what vehicle this apparatus is expected to replace, he was informed that it is expected to replace both 3012 and 3014 and will be housed at Station 301. Comm. Ciasca then expressed his concern with the "duplication" of a ladder truck, since we just took delivery one. He also provided information regarding the number of available ladder trucks in our area and potential road time estimates in response to Burlington Township. A discussion ensued regarding the use of, staffing of and duplication of services in relation to this vehicle.	-	-
15	It was also brought forth that this vehicle would be in production for approximately 4 to 5 years prior to delivery. In that time the department will have increased its career staffing. Adm. Fazekas informed the Board that discussions have also been held regarding the financing of the vehicle. Each commissioner was given the opportunity to speak in regards to this matter, followed by a motion made by Comm. Field and seconded by Comm. Scully to approve the placement of a referendum on the ballot for the funding of this vehicle. Roll call was held with Commissioners' Field, Scully, Johnson and Painter voting in the affirmative and Comm. Ciasca voting in the negative. The motion was carried with a vote of 4 yes to 1 no.	Approved for referendum at election 2/21/26	Adm. Fazekas
	<u>APPROVAL OF VOUCHERS</u>		
16	A motion was made by Comm. Scully and seconded by Comm. Field to approve the vouchers for payment. Roll call was held with all in agreement and the motion was carried.	-	-
	<u>APPROVAL OF MINUTES</u>		
17	A motion was made by Comm. Field and seconded by Comm. Ciasca to approve the minutes of the October 22, 2025 Regular meeting and the November 13, 2025 Work Session meeting. Roll call was held with all in agreement and the motion was carried.	-	-
	<u>GOOD OF THE BOARD</u>		
18	Comm. Scully thanked the Board for the card they sent in congratulations of his retirement.	-	-
19	Comm. Field extended his condolences to the Richard's Family with regards to the passing of Chief Pat Richards (Chief-1983).	-	-
20	Comm. Ciasca commented that this was the 36th Fire District Budget that he and Comm. Field have completed.	-	-
21	<u>CLOSED SESSION</u> - There was no Closed Session meeting.	-	-
	<u>ADJOURNMENT</u>		
22	A motion was made by Comm. Johnson and seconded by Comm. Scully to adjourn the meeting. Roll call was held with all in favor and the meeting was adjourned at 7:37pm.	-	-