

**Montgomery Township District No. 1
Board of Fire Commissioner's Meeting**
35 Belle Mead-Griggstown Road
PO Box 130
Belle Mead, NJ 08502

Minutes of June 9, 2015

Call To Order -- The regularly scheduled meeting of the Board of Fire Commissioners was called to order at 7:30 p.m. by Commissioner Spohn, following proof of publication in accordance with the Open Public Meetings Act. Notice of the meeting was posted at the municipal building, the Board's office, and advertised as required by law.

Roll Call -- Upon Roll Call the following Commissioners were present: W. Spohn, T. Karsay, E. Fedun, J. Kessler, W. Hyncik. Absent: None. Also present: Chief J.Huxley, L. Franchino, Attorney Griswold and Engineer M. Fedun.

Approval of May 12, 2015 Minutes – The Board reviewed the minutes of the May 12, 2015 regular meeting.

A motion was made to accept the Minutes of the May 12, 2015, board meeting.

Motion made by Hyncik. 2nd by Kessler. Motion passed without objection.

PUBLIC COMMENT- None.

TREASURER'S REPORT

Monthly Bills/Financial Statement Review -- A copy of the Treasurer's report was made available to each Commissioner with a list and description of the bills to be paid. Payment approved last month to Sawyers Control Systems had previously been paid by the fire company – that payment will be voided and the fire company reimbursed. Six invoices were added to the list of bills being paid –

- Agin Signs (\$70.00) for reflective decals previously approved ('15 General Operating)
- Cammps Hardware (\$58.82) for hardware for trucks ('15 General Operating)
- NJ Fire Equipment Co. (\$42.95) for helmet shield ('15 General Operating)
- Fire & Safety Services Inc. (\$75.81) for fuel cap ('15 General Operating)
- Access Health Systems, Inc. (\$75.00) firefighter vaccine ('15 General Operating)
- Firefighter One (\$217.07) for battery light box previously approved ('15 General Operating)

A motion was made to accept the Treasurer's Report and to approve payment of the bills as presented, supplemented and amended.

Motion made by Karsay. 2nd by Hyncik. Motion passed without objection.

RESOLUTION 2015-29 – Payment of Bills

The Chief Financial Officer having certified there are sufficient funds in the 2015 budget to pay the bills as presented, supplemented and amended, and having designated the accounts to which each should be charged, a Resolution passed authorizing payment of the bills as presented in the total amount of \$20,348.73.

Resolution Ayes: Spohn, Karsay, Hyncik, Fedun, Kessler. Nays: None. Absent: None.

The Somerset County Assessor certified the 2015 fire district tax rate to be \$0.041/\$100, the same as the 2014 rate.

MEETING UPDATES

Emergency Services – No meeting.

Fire Prevention – No meeting.

COMMITTEE REPORTS

Rescue Truck – Rich Kennedy presented a report on behalf of the committee. Final cost breakdown should be forthcoming; modifications resulting from the pre-build should not negatively affect the price. The cab is being built. The second inspection trip will take place in July. The estimated completion date at the factory is August 18th; the truck should be delivered to the firehouse in mid-September. Purchase and installation of the Knox Box system will require authorization from one of the township's authorized Knox Co. contacts.

Water Rescue Vehicle – Modification work will begin this week.

Chief's Vehicle – Commissioner Kessler is researching purchase options through HGAC and NJ State Purchasing Contract.

OLD BUSINESS

SCBA Hydrostatic Testing – Cmsr. Kessler reported that testing of the SCBA, even though new, must comply with existing standards – annually for air packs and every 5 years for air cylinders.

Insurance Certificates – Attorney Griswold reminded the board that unincorporated contractors, including self-employed persons or partners of any partnership, should submit certificates of workers' compensation insurance coverage prior to rendering services to the fire district to avoid the possibility of the board's insurer charging a premium for the potential uninsured exposure.

NEW BUSINESS

Vouchers – Needed – Staples already has format.

Copier - Repairs are needed and parts are no longer readily available for the 15+ year old machine. Cmsr. Spohn researched repair vs. replacement and recommended replacement.

A Motion was made to purchase a new copier that will also perform printing and scanning functions, and to purchase vouchers

. Motion by Spohn 2nd by Hyncik. Motion passed without objection.

RESOLUTION 2015-30 – Approval of Purchases and Reimbursements

The Chief Financial Officer having certified there are sufficient unencumbered funds available in the 2015 budget, a Resolution passed authorizing the following expenditures, both chargeable to the 2015 Office appropriation:

1. Kyocera copier/printer/scanner pursuant to lowest quote from Ace Office Solutions, at a cost of \$1,599.00, including delivery, set-up and disposal of the old machine.

2. 200 vouchers from Staples at a cost of \$212.00.

CHIEF'S REPORT

The fire company responded to 23 calls during May, 2015, including 3 brush fires, 1 structure fire, 1 electrical issue and 2 motor vehicle accidents.

Drills/Work Sessions – Somerset County Fire Academy training and truck & equipment checks.

Fire Company Activities – Participated in the Hopewell Memorial Day parade.

A Motion was made to approve purchases and reimbursements presented to the board.

Motion by Hyncik.

2nd by Fedun.

Motion passed without objection.

RESOLUTION 2015-31 – Approval of Purchases and Reimbursements

The Chief Financial Officer having certified there are sufficient unencumbered funds available in the 2015 budget, a Resolution passed authorizing the following expenditures:

1. Reimbursement to the MTVFC#1 Chief's account for truck cleaning supplies (\$49.00) chargeable to the 2015 General Operating appropriation.

2. Purchase one (1) pallet of bottled water pursuant to quote from Poland Spring, unless a less expensive vendor can be found, at a cost not to exceed \$305.00 chargeable to the 2015 General Operating appropriation.

3. Purchase one (1) case (8 each) of chimney flares pursuant to lowest quote from FF1 Professional Safety Services, at a cost of \$88.56, including shipping, chargeable to the 2015 General Operating appropriation.

Resolution Ayes: Spohn, Karsay, Hyncik, Fedun, Kessler. Nays: None. Absent: None.

ENGINEER'S REPORT

Annual Testing – The following issues were noted during testing. As soon as repairs are completed re-testing will be scheduled:

- 45-135 vacuum leak in pump repaired
- 45-102 light repaired; master gauge needs replacement
- 45-116 crack in ladder repaired under E-One warranty; master stream gauges replaced.

Vehicle Repairs/Service – 45-116 – alternator bearings being replaced

45-141– serviced; tank level sender was replaced and pony pump was serviced.

Generator Service – 2 portables serviced; rest scheduled

Tool Cart - *Motion to approve purchase by Hyncik. 2nd by Karsay. Motion passed without objection.*

RESOLUTION 2015-32 – Approval of Purchase

The Chief Financial Officer having certified there are sufficient unencumbered funds available in the 2015 budget, a Resolution passed authorizing the purchase of a standing tool chest from Snap-On Tools at a cost, including shipping, of \$399.99, chargeable to the 2015 General Operating appropriation. The Engineer is authorized to make the purchase and will be reimbursed upon submission of the purchase documents.

Resolution Ayes: Spohn, Karsay, Hyncik, Fedun, Kessler. Nays: None. Absent: None.

ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 8:15 pm. The next regularly scheduled Board meeting is to take place on Tuesday, July 14, 2015, at 7:30 pm.

Motion made by Hyncik.

2nd by Fedun.

Motion passed without objection