

**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 July 12, 2016

Call To Order -- The regularly scheduled meeting of the Board of Fire Commissioners was called to order at 7:40 p.m. by Commissioner Spohn, following proof of publication in accordance with the Open Public Meetings Law (Annual Meeting Notice published in the official newspaper of the district and provided to two other newspapers, filed with the municipal clerk and posted at the municipal building, the Board's office, and fire district web site).

Roll Call -- Upon Roll Call the following Commissioners were present: W. Spohn, T. Karsay, E. Fedun, W. Hyncik and J. Kessler. Also present: Chief J. Huxley, L. Franchino, and Attorney Griswold.

Approval of Minutes – The Board reviewed the minutes of the June 14, 2016 regular meeting. *A motion was made to accept the Minutes of the June 14, 2016, board meeting.*
Motion made by Kessler. 2nd by Karsay. Motion passed without objection.

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. Two invoices were added to the list of bills to be paid: \$79.29 to Staples for copying the Officer's Book, chargeable to the 2016 Office appropriation; and \$40,034.00 to Mall Chevrolet for the 2016 Chevrolet Tahoe Command Vehicle, chargeable to the 2015 encumbered Capital appropriation for the command vehicle.

A motion was made to accept the Treasurer's Report and to approve payment of the bills as presented and supplemented, but to hold delivery of one payment until the materials and services to which it pertains are inspected and approved by the Chief.
Motion made by Hyncik. 2nd by Karsay. Motion passed without objection.

RESOLUTION 2016-31 – Payment of Bills

The Chief Financial Officer having certified there are sufficient funds in the 2016 budget and encumbered funds from the 2015 budget to pay the bills as presented and supplemented, and having designated the accounts to which each should be charged, a Resolution passed authorizing payment of the bills in the total amount of \$69,323.13 (\$29,289.13 – '16 budget; \$40,034.00 encumbered '15 capital budget), with payment to Mall Chevrolet (\$40,034.00) being held until authorized for release after inspection of the vehicle to which it pertains.

*Resolution Ayes: Spohn, Karsay, Hyncik, Kessler, Fedun. Nays: None. Absent: None.
Abstention: Commissioner Karsay abstained from voting on reimbursement to Karsay Coffee, Inc.
Commissioner Fedun abstained from voting on payment to Harlingen Garage, Inc.*

Payment to Northeast Great Dane, Inc. approved last month is still being held pending satisfactory completion of the work to which it pertains.

PUBLIC COMMENT- None.

MEETING UPDATES

Emergency Services – No meeting.

Fire Prevention – No meeting.

COMMITTEE REPORTS

Aerial Truck – The committee will meet again at the end of the month.

Water Rescue/Special Services Vehicle – Should be delivered from painting, etc. this week; lighting will be installed thereafter.

Command Vehicle – Has been delivered; it will be painted and lighting installed.

OLD BUSINESS

Driveway Construction – Approvals being sought.

NEW BUSINESS

Radio Console Repair – Repair to this essential operating system was required during the month. A repair estimate of about \$765.00 was obtained from Wireless Communication, Inc. Commissioner Spohn granted permission to proceed between meetings.

A Motion was made to ratify and approve this expenditure and to include its encumbrance in the purchases to be approved later in the meeting

Motion by Hyncik.

2nd by Fedun.

Motion passed without objection.

CHIEF'S REPORT

The fire company responded to 25 calls during June, 2016, including 2 structure fires, one equipment fire and 4 gas leaks. It was a busy month. On behalf of the board Commissioner Spohn recognized and complimented the fire company for its phenomenal performance at these emergencies.

Drills/Work Sessions – Rescue Jack drill; fire academy class; truck & equipment checks.

Activities – Somerset County Chief's meeting; tower truck meeting.

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

Motion by Fedun.

2nd by Hyncik.

Motion passed without objection.

RESOLUTION 2016-32 – Approval of Purchases and Reimbursements

The Chief Financial Officer having certified there are sufficient unencumbered funds available in the 2016 budget, and in the encumbered 2015 capital budget for the Command Vehicle, a Resolution passed authorizing the following expenditures.

- 1. Reimbursement to the MTVFC#1 Chief's account for titling and registering the command vehicle (\$60.00) and food expense associated with the Millstone River Road fire (\$137.50) in the total amount of \$197.50, to be added to the list of bills being paid at this meeting and chargeable to the 2016 General Operating appropriation.*
- 2. Replacement Streamlight batteries pursuant to lowest quote from Fire Fighter One at a cost of \$221.20, including shipping, chargeable to the 2016 General Operating appropriation.*
- 3. Purchase miscellaneous supplies for Haz Mat incidents pursuant to lowest quote from NewPig, at a cost of \$2,948.50, plus shipping, chargeable to the 2016 General Operating appropriation.*
- 4. Painting Command Vehicle pursuant to lowest quote from Amwell Auto Body, Inc., at a cost of \$3,971.48, chargeable to the 2015 encumbered Capital appropriation for the command vehicle.*
- 5. Purchase one (1) Knox Box from sole supplier Knox Corp. at a cost of \$637.00, including shipping, chargeable to the 2016 General Operating appropriation.*
- 6. Lettering and graphics on Command Vehicle pursuant to lowest quote from Danz Lettering at a cost of \$3,200.00, chargeable to the 2016 General Operating appropriation.*
- 7. Loose equipment for Command Vehicle pursuant to lowest quote submitted by Continental Fire & Safety, Inc. at a cost of \$989.00, including shipping, chargeable to the 2016 Supplies appropriation.*
- 8. Purchase one (1) Bullard Eclipse thermal imaging camera with accessories and One (1) Bullard Eclipse retractable lanyard pursuant to NJ State Purchasing Contract #80952, from Continental Fire & Safety, Inc., at a cost of \$4,224.56, w/ free shipping, chargeable to the 2016 Supplies appropriation.*
- 9. Encumber \$6,900.00 in the 2016 Training appropriation for transportation, housing and attendance costs for five (5) members to attend the Fire House Expo (education/training/trade show) in Nashville this October. Actual costs incurred by attendees will be reimbursed upon submission of receipts.*
- 10. Purchase one (1) air pack and cylinder for the command vehicle pursuant to NJ State Purchasing Contract #A80961, from NJ Fire Equipment, Inc. at a cost of \$7,902.00, chargeable to the 2016 Air Packs appropriation.*
- 11. Encumber \$765.00 in the 2016 Repairs and Maintenance appropriation for radio console repairs by Wireless Communications, Inc.*

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

ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 8:10 pm. The next regularly scheduled Board meeting is to take place on Tuesday, August 9, 2016, at 7:30 pm.

Motion made by Fedun.

2nd by Hyncik.

Motion passed without objection