

**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 September 13, 2016

Call To Order -- The regularly scheduled meeting of the Board of Fire Commissioners was called to order at 7:45 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, Engineer M. Fedun, L. Franchino, and Attorney Griswold.

Approval of Minutes – The Board reviewed the minutes of the August 9, 2016 regular meeting. *A motion was made to accept the Minutes of the August 9, 2016, board meeting.*

Motion made by Kessler. 2nd by Hyncik. 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. One invoice was added to the list of bills being paid: \$7.94 to Cammps Hardware, chargeable to the 2016 General Operating appropriation. The payment to Emergency Service Systems, Inc. in the amount of \$1,224.00 should be reclassified as an encumbered 2014 capital expense (lighting) for the water rescue vehicle (SS-45).

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

RESOLUTION 2016-36 – Payment of Bills

The Chief Financial Officer having certified there are sufficient funds in the 2016 budget and encumbered funds from the 2014 and 2015 budgets 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 in the total amount of \$43,424,27 (\$34,865.41 – '16 budget; \$7,334.86 encumbered '15 capital budget – Command Vehicle; \$1,224.00 encumbered '14 capital budget – Water Rescue Vehicle).

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

The 2nd quarter tax check from the township (\$203,887.50) will be deposited in the PNC Bank operating account.

PUBLIC COMMENT- None.

COMMITTEE REPORTS

Aerial Truck – Kevin Schroeck and Rich Kennedy appeared on behalf of the truck committee. The truck will replace a 1999 vehicle that will be 20 years old in 2019. It will likely take 18-22 months to build and ideally completion and delivery would take place in late 2019 or early 2020. Preliminary estimates set the cost (at the time the order is placed) at around \$1.8 million, including some “loose equipment” that either cannot, or is not economically feasible to move from the old vehicle to the new one. The committee still has much to do in terms of researching specifications for the apparatus. At this time plans are to purchase the vehicle through H-GAC, with the order being placed in 2018. Chairman Spohn noted that the board has been putting funds aside in previous years’ budgets in anticipation of this purchase; there should be no financing costs or tax implications associated with the acquisition.

MEETING UPDATES

Emergency Services – No meeting. On October 15th a tabletop drill will be held with the officers, followed by a full scale exercise sometime in December.

Fire Prevention – Meeting held.

OLD BUSINESS

Driveway Construction – All proposals received in response to the RFP were over the fire company’s budget. The plans are undergoing further review and the search for a contractor continues. Tree removal and site clearing has begun on the Belle Mead Plaza construction site.

Pre-Plan Software - Has been installed on the laptop in the command vehicle and officers are learning its fine points.

NEW BUSINESS

CHIEF’S REPORT

The fire company responded to 24 calls during August, 2016, including 1 building fire, 1 cooking fire 5 CO calls, and 1 each motor vehicle accident and downed power line. The issue with Dispatch and the box alarms resulted again in a number of canceled enroute calls. The chiefs are working with the county mutual aid coordinator to resolve this issue.

Drills/Work Sessions – Pump and Water Rescue vehicle training. Truck & equipment checks.

FDIC Convention - Nashville – None of the officers can attend the event this year. One hotel room was nonrefundable - the remaining funds set aside for this can be unencumbered – the department will participate in training activities at the County Training Academy instead.

Engine 45-2 CO Detector – Mechanism failed. MSA’s vendor inspected the unit and it cannot be repaired (circuit board fried). A replacement will need to be purchased.

Water Rescue Gear – A number of wet suits need repair due to wear and tear and inadequate storage. Most repairs involve the rubber cuffs. Storage in a more climate-controlled environment will help maintain a longer life. The estimate to repair is \$2,000.00. Bins in which to store the gear should help solve future problems of this type.

Special Services 45 – Lighting installation is complete. Concentrated training on the vehicle is underway.

Command Vehicle - Painting is completed and the lettering should be done in a week or so. The lighting equipment has been delivered; installation will follow at the vendor's. The chief will secure insurance information from the vendor/installer.

*A Motion was made to approve purchases and reimbursements presented to the board.
Motion by Spohn. 2nd by Fedun. Motion passed without objection.*

RESOLUTION 2016-37 – Approval of Purchases and Reimbursements

The Chief Financial Officer having certified there are sufficient unencumbered funds available in the 2016 budget and prior years' encumbered funds, a Resolution passed authorizing the following expenditures.

- 1. Purchase one (1) ea. MSA Altair 4X gas meter for Engine 45-2 pursuant to NJ State Contract A81357 from Witmer Public Safety Group at a cost of \$832.00, chargeable to the 2016 General Operating appropriation.*
- 2. Purchase ten (10) ea. storage totes for water rescue gear pursuant to lowest quote from Home Depot at a cost of \$119.70, chargeable to the chargeable to the 2016 General Operating appropriation.*
- 3. Reimbursement to the MTVFC#1 Chief's account in the amount of \$1,017.79 for eighteen (18) smoke detectors (\$410.69 – '16 gen ops); two (2) dashboard fans (\$82.86 – '16 gen ops); FDIC hotel room (\$473.88 – '16 training); and printer ribbon for the ID Printer (\$50.36 – '16 gen ops).*
- 4. Purchase and installation of a canvas cover for the water rescue vehicle pursuant to lowest quote from Blacher Canvas, at a total cost not to exceed \$1,765.50, and authorization to make a 50% deposit thereon, chargeable to the 2014 capital encumbered funds for the water rescue vehicle.*
- 5. Authorization for attendance at 'Class B Burning Building' training at the Somerset County Training Academy at a cost of \$450.00, chargeable to the 2016 Training appropriation.*
- 6. Purchase and installation of "Code 3" lighting for the command vehicle pursuant to NJ State Purchasing Contract A81331 from Emergency Services Systems, Inc., at a cost of \$16,293.46, chargeable to the 2015 capital encumbrance for the command vehicle. \$7,000.00 shall be paid as a deposit (equipment cost) and added to the bills being paid at this meeting.*

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

ENGINEER'S REPORT: None

ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 8:23 pm. The next regularly scheduled Board meeting is to take place on Tuesday, October 11, 2016, at 7:30 pm.

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