

**BOARD OF FIRE COMMISSIONERS
MONTGOMERY TOWNSHIP FIRE DISTRICT NO. 1
35 Belle Mead-Griggstown Road, P.O. Box 130
Belle Mead, N.J. 08502**

Meeting Minutes of August 13, 2024

Call to Order – The regularly scheduled meeting of the Board of Fire Commissioners was called to order at the firehouse at 7:30 p.m. by Commissioner Spohn, following proof of publication in accordance with the Open Public Meetings Act. The Annual Meeting Notice was published in the Courier News (official newspaper of the district) and provided to the Montgomery News and Packet Publications, filed with the municipal clerk, posted at the Montgomery Township municipal building, the Board’s website, offices and provided to any person requesting same prior to the meeting.

Roll Call – Upon Roll Call the following commissioners were present: William Hyncik, Michael Parise, Ricky Puleio, Jr. and William Spohn. Absent: Eric Lemon. Also present: Attorney Eric Perkins, Treasurer Lynn Franchino and Deputy Chief Rich Kennedy. Absent: Chief Kevin Schroeck.

Approval of Minutes – The minutes of the July 9th, 2024 meeting were presented.

Motion to approve the minutes of the July 9th, 2024 board meeting was made by Commissioner Hyncik; 2nd by Commissioner Puleio. Motion passed without objection.

Public Comment – None

Meeting Updates –

Emergency Services – No meeting last month

Fire Prevention – No meeting last month.

Rescue Task Force- No report.

TREASURER’S REPORT

Monthly Bills/ Financial Statement Review – A copy of the Treasurer’s report, attached hereto and incorporated as part of these minutes, was made available to each Commissioner with a listing and description of bills to be paid.

Administration: Office Expenses/Other: \$300.00; Advertising: \$65.07.

TOTAL ADMINISTRATION: \$365.07.

Operations: General Operating Expenses: \$5,757.27; General Operating/ Repairs: \$3,329.40; Rental Charges/Apparatus Housing: \$13,090.00; Supplies: \$1,096.10; Utilities: \$3,222.38; Training and Education: \$1,400.80.

TOTAL OPERATIONS: \$27,895.95.

CAPITAL OUTLAY: Training Center: \$423.10.

TOTAL OPERATIONS, ADMINISTRATION and CAPITAL: \$28,684.12.

(Additional detail regarding accounts charged and vendors is contained in the Treasurers Report)

RESOLUTION 2024-18 Payment of Bills

Upon certification that there are sufficient encumbered and unencumbered funds in the FY 2024 budget to pay the bills as presented and having designated the accounts to which each should be charged, authorization is granted to pay the bills as set forth in the Treasurer's report and FY 2024 Encumbered Check Detail in the total amount of \$28,684.12, allocated to the various administration, operating and capital accounts.

Motion to approve accept the Treasurer's report and approve payment of the bills by Commissioner Hyncik, 2nd by Commissioner Parise. Resolution Ayes: Spohn, Parise, Puleio and Hyncik. Nays: None

Ms. Franchino noted that the BOFC received its first transfer of tax monies from Montgomery Township in the amount of \$505,250.00 including the sum of \$1,779.50 for the Supplemental Fire Service grant. The monies will be deposited in the PNC investment account.

Commissioner Parise reported that Corebridge Financial has received and deposited the second check for credit to the member accounts for the 2023 LOSAP program after Corebridge lost the first check. Unfortunately, the re-issued check was in the wrong amount of \$53,280.00 rather than \$53,820.00. Ms. Franchino will issue an additional check in the amount of \$540.00 to correct the situation.

OLD BUSINESS

Training Facility: Chairman Spohn reported that a single bid has been received for the construction project. The bid was within the project budget but was missing one supporting document. The bidder will be asked to supply the missing item and the matter will be reconsidered at the September meeting.

New Apparatus: No update on the delivery date.

Generator Replacement: No update.

Equipment Donation- The signed release form has been returned by the 911 Fund. A listing of the equipment will be prepared and attached to the form so that the donation can be completed.

Hamlet Court Tank - Chairman Spohn reported that he checked the tank on July 31st and the breaker was not tripped. Discussion ensued as to the possibility of outfitting the tank with a float and light to warn if the water level decreased. At the present time the water level can only be measured manually. Deputy Chief Kennedy will look into the float/light possibility.

LOSAP – Ms. Franchino will provide a balance of the funds in the LOSAP restricted account at the September meeting so that the BOFC can consider the transfer of some monies from that account back into the general fund.

Purchasing Practices – Chairman Spohn noted that with QPA Newberry will be paid the full amount of his contract through the month of August. He will be available as a consultant thereafter. Purchasing responsibilities will be re-allocated to Ms. Franchino and Mr. Perkins during the fall. Mr. Newberry will continue to track items previously ordered. Ms. Franchino will work with the existing software to provide monthly tracking reports going forward.

Washer/Dryer – Chairman Spohn reported the Mr. Newberry was unsuccessful in obtaining the automatic soap injector from the vender which has now gone out of business. The BOFC never paid for the injector. It was agreed that the current system of manually inserting the soap was satisfactory and no further effort would be made to obtain an automatic injector.

NEW BUSINESS

FY 2025 Budget -Chairman Spohn noted that the BOFC must begin to prepare the budget for the 2025 year in the next months. He has spoken with Chief Schreck and asked for input from the Chief and company officers.

2024 EMS Allocation – Deputy Chief Kennedy will solicit information from Montgomery EMS regarding possible purchases.

2024 Supplemental Fire Service Grant – Chairman Spohn asked Deputy Chief Kennedy to suggest an item or items to be purchased utilizing the grant monies.

CHIEF'S REPORT

Deputy Chief Kennedy reported that there were 34 calls for service in the month of July. Other activities included the monthly business meeting, a PSE&G drill, a water rescue drill and a truck drill.

The FCC radio license has been renewed.

The Motorola grant radios remain at Wireless Solutions for programming. The project has been delayed as Franklin Townships conversion to the county system must be completed first. Montgomery Township continues to review requests for radios from the State program.

The final proofs for the graphics work on the new command vehicles is anticipated in the next week.

One company member was suspended for five days. The suspension was served, and the member is active again.

Five or six members have indicated an interest in obtaining swift water rescue training. When the training is complete there will be 19 members with swift water training.

The Chief is in the process of obtaining registration for the boat from the State of New Jersey.

Deputy Chief Kennedy requested approval for the following purchases:

1 16" inch battery operated chain saw

2 Vulcan hand lights

Water rescue ropes and bags to augment the current supply and replace those lost during the flood.

Commissioner Hyncik moved approval of the requested purchases. Commissioner Puleio seconded the motion and it passed unanimously.

Engineers Report

Rescue 45:

Brush 45: The starter motor for the pump has been replaced.

Confires has service all fire extinguishers.

Pump, hose and ladder testing will take place during the last week of August.

ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 8:05 p.m. The next regularly scheduled meeting of the Board will be held on Tuesday, September 10th, 2024 at 7:30 p.m.