

**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 April 11, 2017

Call To Order -- The regularly scheduled meeting of the Board of Fire Commissioners was called to order at 7:30 p.m. by Chairman Spohn, following proof of publication in accordance with the Open Public Meetings Act. The Annual Meeting Notice was 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 on the fire district website.

Roll Call -- Upon Roll Call the following Commissioners were present: W. Spohn, T. Karsay, E. Fedun, W. Hyncik and J. Kessler. Absent: None. Also present: Chief Huxley, Engineer M. Fedun, L. Franchino, Attorney Griswold and Peter Martin, Chairman of the Board of Fire District #2.

Approval of Minutes – The Board reviewed the minutes of the March 21, 2017 regular meeting. *A motion was made to approve the minutes of the March 21, 2017 board meeting with minor corrections to be made prior to posting on the website.*

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. The payment to Verizon in the amount of \$91.91 should be removed from the list of bills, as it was paid at the last meeting. A transfer of funds to the operating account will be necessary to pay the bills.

A motion was made to accept the Treasurer's Report, to approve payment of the bills as presented and amended, and to transfer money to the operating account for the purpose of paying the bills.

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

RESOLUTION 2017-21 – Payment of Bills and Transfer of Funds

The Chief Financial Officer having certified there are sufficient encumbered funds from the 2016 budget and funds in the 2017 budget to pay the bills as presented 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 \$73,537.14 (\$54,255.44 (including LOSAP) from 2016 encumbered funds and \$19,281.70 from the 2017 budget), and authorizing the transfer of \$100,000.00 from the PNC investment account to the PNC operating account for the purpose of paying the bills.

*Resolution Ayes: Spohn, Karsay, Fedun, Hyncik, Kessler. Nays: None. Absent:None.
Abstention: Fedun abstained from voting on payments to Harlingen Garage and to the portion of the payment to AIG Valic attributable to Matt Fedun's LOSAP award.*

Karsay abstained from voting on reimbursements to Karsay Coffee and to the portion of the payment to AIG Valic attributable to his LOSAP award.

Spohn and Kessler each abstained from voting only as to the portion of the payment to AIG Valic attributable to each of their individual LOSAP awards.

When it arrives the 1st Q tax check from the township will be deposited in the PNC investment account.

PUBLIC COMMENT- None.

MEETING UPDATES

Emergency Services – There was discussion of various emergency services’ procedures and protocols in the wake of the search incident in the township last month. Bloomberg, Inc. might be interested in sponsoring a flu clinic in the fall and the fire company was asked if they would consider holding it at the fire station, which would double as a drill for a “drive-through” scenario that might be called into play in a mass terrorism situation. The OEP (Office of Emergency Preparedness) has requested that all contributors complete/edit their operation plans by the end of July.

Fire Prevention – No meeting.

COMMITTEE REPORTS – None.

OLD BUSINESS

LOSAP - Commissioner Karsay will meet with the board’s Valic representative at the firehouse on April 20th, which will also be the time for new participants to enroll in the program and to ask questions.

Firehouse Driveway Project – Plans are on hold at this time, as the property owner recently died.

MEMS – The board requested that officers of the fire department make suggestions as to materials/equipment they think might benefit the squad as well as the fire fighters.

Software – Commissioner Martin from Fire District #2 asked that the information on the pre-plan software system used by Franklin Township be forwarded to him for discussion with his board.

NEW BUSINESS

CHIEF’S REPORT

The fire company responded to 16 calls during March, 2017. Calls included 1 cooking fire, 1 vehicle fire, 1 motor vehicle accident, 1 search, 2 gas leaks and 1 CO situation.

Drills/Work Sessions – Extrication drill; drone training; truck & equipment checks.

Girl Scout Gold Award Project – Heidi Schweitzer has begun her project of placing reflective straps on all hydrants in the district. She will also report any obvious states of disrepair that she notes with either hydrants or marker poles.

Drone – Sustained damage during training exercises. A better system for storing/charging batteries is called for.

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

RESOLUTION 2017-22 – Approval of Purchases and Reimbursements

The Chief Financial Officer having certified there are sufficient unencumbered funds available in the 2017 budget, a Resolution passed authorizing the following expenditures:

- 1. Purchase three (3) each rescue helmets and utility gloves for water rescue, pursuant to lowest quote received from FF1 (Firefighter One), unless a lower quoting vendor responds, at a cost not to exceed \$248.70, including shipping, chargeable to the 2017 General Operating appropriation.*
- 2. Reimbursement to Richard Kennedy for the cost of repairs to the drone camera (battery issue) in the amount of \$427.50, chargeable to the 2017 General Operating appropriation. This payment will be added to the list of bills being paid at this meeting.*

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

ENGINEER’S REPORT

-Preventive maintenance for apparatus completed. A list of issues that should be addressed was presented to the board. Repairs will be scheduled.

-Annual pump, ladder, hose, aerial, etc. testing will be done next month.

-Jaws of Life equipment was serviced. The high pressure hose on one side was found to be damaged (2nd time) and needs repair/replacement. The Engineer will look into alternatives to avoid this in the future.

- Engine 45-3 – Body repairs (insurance) scheduled for late May.

Disposal of used Jaws of Life equipment – *The Hurst vendor is not interested in purchasing and suggested selling through GovDeals or another approved public auction site. A question arose as to whether the county uses these tools for training at the Fire Academy and may be interested in them.*

Hose bed cover – *The estimated cost to repair/replace is between \$1,000 and \$1,200. Lettering to permanently change the vehicle’s designation from 45-103 to 45-3 will be an extra cost. It is most economical to do this while the body work is being done and the truck is otherwise out of service.*

A Motion was made to fix/replace the hose bed cover on Engine 45-3 and to have its vehicle designation changed to comport with the county dispatch designations.

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

RESOLUTION 2017-23 – Approval of Purchases and Reimbursements

The Chief Financial Officer having certified there are sufficient unencumbered funds available in the 2017 budget, authorization to encumber \$3,000.00 for the repair, or if necessary replacement of the hose bed cover and lettering to redesignate the vehicle identification of Engine 45-3 by Lee’s Emergency Equipment, chargeable to the 2017 General Operating appropriation.

Resolution Ayes: Spohn, Karsay, Fedun, Hyncik, Kessler. 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, May 9, 2017, at 7:30 pm.*

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