

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 August 8, 2017

Call To Order -- The regularly scheduled meeting of the Board of Fire Commissioners was called to order at 7:35 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, E. Fedun, T. Karsay, J. Kessler and W. Hyncik. Absent: None. Also present: Chief Huxley, Engineer Fedun, L. Franchino and Attorney Griswold.

Approval of Minutes – The Board reviewed the minutes of the July 11, 2017 regular meeting. *A motion was made to approve the minutes of the July 11, 2017 board meeting as presented.*
Motion made by Hyncik. 2nd by Kessler. 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 at this meeting: Soliterio & Tierney, CPA's (\$9,000.00) for the annual financial audit, chargeable to the 2017 Professional Services appropriation and Amwell Autobody (\$10,923.47) for repairs to Car 45, chargeable to the 2017 General Operating appropriation. Insurance has reimbursed this expense.

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

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

RESOLUTION 2017-30 – Payment of Bills

The Chief Financial Officer having certified there are sufficient encumbered and unencumbered funds in the 2017 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 \$42,327.24.

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

PUBLIC COMMENT- None.

MEETING UPDATES

Emergency Services – No meeting.

Fire Prevention – No meeting.

COMMITTEE REPORTS – None.

OLD BUSINESS

2016 Fire District Audit - RESOLUTION 2017-31 –Review of 2016 Audit Report – attached.

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

NEW BUSINESS

Fire Company Property Purchase – The purchase of property to the east of the firehouse has been finalized by the fire company, which will expedite the relocation of ingress/egress for emergency vehicles and apparatus made necessary by the development on the western side of the station.

CHIEF’S REPORT

The fire company responded to 16 calls during July, 2017. Calls included a building fire, an outside fire, 1 motor vehicle incident, 1 water leak and 1 gas leak.

Drills/Work Sessions – Hydrant drill - pumps and handlines; truck & equipment checks; building work detail.

Activities – Robert Wood Johnson has proposed stationing a paramedic unit office at the firehouse in its efforts to improve services and response to the area – discussion between the parties is upcoming.

The AED’s have been added to Car 45-1 and Tanker 45.
Members attended Kingston FD’s wetdown recently.

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

RESOLUTION 2017-32 – Approval of Purchases and Reimbursements

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

- 1. Purchase of eight (8) ea. Dewalt 18-volt batteries for the cordless drill pursuant to lowest quote from Home Depot at a cost of \$476.00, chargeable to the 2017 General Operating appropriation.*
- 2. Reimbursement to Jonathan Kessler for replacement batteries for SCBA in the amount of \$102.47, chargeable to the 2017 General Operating appropriation.*

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

ENGINEER’S REPORT – Will review invoice for Rescue 45 periodic maintenance and repairs and will report back next month.

ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 8:09 pm. The next regularly scheduled Board meeting is to take place on Tuesday, September 12, 2017, at 7:30 pm.

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

*Board of Fire Commissioners
Montgomery Township Fire District No. 1
P.O. Box 130
Belle Mead, NJ 08502*

RESOLUTION 2017- 31

REVIEW OF 2016 FIRE DISTRICT AUDIT REPORT

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of every local authority to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the year ended December 31, 2016, has been filed by a Certified Public Accountant with the State of New Jersey, Division of Local Government Services pursuant to N.J.S.A.40A:5A-15, with the Treasurer of the Board of Fire Commissioners of Montgomery Township Fire District No. 1, with the Municipal Clerk of the Township of Montgomery, and a copy has been received by each member of the Board of Fire Commissioners; and

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each authority to, within 45 days of receipt of the annual audit report, certify by Resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled “General Comments” and “Recommendations”, and to evidence same by group affidavit in the form prescribed by the Local Finance Board; and

WHEREAS, the members of the governing body have personally reviewed the Annual Report of Audit, and have specifically reviewed the sections of the audit report entitled “General Comments” and “Recommendations” in accordance with N.J.S.A. 40A:5A-17; and

WHEREAS, failure to comply with the regulation of the local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1000.00) or imprisoned for not more than one year, or both, and in addition shall forfeit his office.

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the governing body of Montgomery Township Fire District No. 1 certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the Annual Audit Report for the fiscal year ended December 31, 2016, and specifically has reviewed the sections of the audit report entitled “General Comments” and “Recommendations”, and has evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

IT IS FURTHER RESOLVED, that the Secretary of the Board of Fire Commissioners of Montgomery Township Fire District No. 1 is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this Resolution.

<u>Roll Call Vote:</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Commissioner Spohn	X			
Commissioner Karsay	X			
Commissioner Fedun	X			
Commissioner Hyncik	X			
Commissioner Kessler	X			

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION DULY ADOPTED AT A MEETING OF THE BOARD HELD ON AUGUST 8, 2017.

August 8, 2017
Dated

s/ Eve M. Fedun
Secretary of the Board