

**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 March 21, 2017**

*Commissioner Karsay was sworn in prior to the meeting.*

**Call To Order** -- The rescheduled meeting of the Board of Fire Commissioners was called to order at 7:45 p.m. by Chairman Spohn, following proof of publication in accordance with the Open Public Meetings Act. 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 fire district website.

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

**Election & Budget Referendum Results**- Commissioner Karsay was re-elected to a 3-year term on the board and the budget passed by a vote of 46 to 3. The results were certified to the State and the Township.

**Elections and Appointments-**

**A. Nominations:** *A Motion was made and seconded to nominate the same members to fill the offices they held during 2016.*

*Motion by Karsay. 2<sup>nd</sup> by Spohn, Fedun, Kessler. Motion passed without objection.*

The following commissioners were elected to hold office until the next annual election:

Chairman – William Spohn  
Vice-Chairman – Thomas Karsay  
Secretary – Eve Fedun  
Treasurer – William Hyncik

**B. Appointments:** The following appointments were made by Chairman Spohn:

Chief Financial Officer – William Hyncik  
LOSAP Administrator – Thomas Karsay  
Emergency Services Representative – Thomas Karsay  
EEOC Coordinator – Jonathan Kessler  
Public Agency Compliance Officer – Jonathan Kessler (previously appointed)  
Public Records Custodian – Eve Fedun  
Fire Company Liaison – Jonathan Kessler  
Fire Prevention Bureau Representative – William Spohn

**Approval of Minutes** – The Board reviewed the minutes of the February 14, 2017 regular meeting. *A motion was made to approve the Minutes of the February 14, 2017 board meeting.*

*Motion made by Kessler. 2<sup>nd</sup> by Fedun. Motion passed without objection.*

## TREASURER'S REPORT

**Monthly Bills/Financial Statement Review** -- A copy of the Treasurer's report dated March 14, 2017 was made available to each Commissioner with a list and description of the bills to be paid. Five invoices received after the date of the report were added to the list of bills being paid: \$77.02 to Cammps, \$2017.06 to PSE&G and \$92.38 to Verizon, all chargeable to the 2017 General Operating appropriation; plus \$100.00 to the Somerset County Training Academy and \$250.00 to the MTVFC#1 Chief's Account (Discrimination and Harassment class), both chargeable to the 2017 Training appropriation.

*A motion was made to accept the Treasurer's Report, to approve payment of the bills as presented in the March 14, 2017 Treasurer's Report.*

*Motion made by Karsay. 2<sup>nd</sup> by Kessler. Motion passed without objection.*

*A motion was made to approve payment of the bills added to the March 14, 2017 Treasurer's Report.*

*Motion made by Kessler. 2<sup>nd</sup> by Karsay. Motion passed without objection*

### **RESOLUTION 2017-18 – Payment of Bills**

*The Chief Financial Officer previously having certified there are sufficient encumbered funds in the 2016 budget 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 \$57,148.08 (\$ 486.13 from 2016 encumbered funds and \$56,661.95 from the 2017 budget).*

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

*Abstention: Fedun abstained from voting on payments to or on behalf of Matt Fedun.*

*A motion was made to release certain 2016 encumbrances totaling \$1,751.90 pursuant to a review of the encumbrance list in the Treasurer's Report.*

*Motion by Karsay. 2<sup>nd</sup> by Fedun. Motion passed without objection.*

**PUBLIC COMMENT-** None.

## MEETING UPDATES

**Emergency Services** – Local Boy Scouts are installing high water markers throughout the township.

**Fire Prevention** – No meeting.

**COMMITTEE REPORTS** – None.

## OLD BUSINESS

**LOSAP** - Commisioner Karsay reported that 32 volunteers qualified for awards for 2016. The total of contributions, including the cost of living adjustment, is \$53,568.00.

*A motion was passed to authorize payment of the 2016 LOSAP contribution to the LOSAP provider.*

*Motion by Karsay. 2<sup>nd</sup> by Fedun. Motion passed without objection.*

**RESOLUTION 2017-19 – Approval of Payment to LOSAP Provider.**

*The annual certified list of the volunteer members of Montgomery Township Volunteer Fire Company No. 1, identifying those active volunteers who have qualified for an award under the LOSAP for 2016, having been furnished to the Board as sponsoring agency of the LOSAP, and pursuant to NJSA 40A:14-192 the Board having reviewed and approved the list, and the certified list having been posted for member review for at least thirty (30) days with no objection, and the Chief Financial Officer having certified there are together sufficient funds encumbered from 2016 as well as in the general surplus to make the payment; it is Resolved that payment to AIG Valic (Valic Financial Advisors, Inc.) shall be made in the amount of \$53,568.00 for the calendar year 2016 MTVFC#1 LOSAP contribution.*

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

Commissioner Karsay will contact the board's Valic representative to arrange a meeting to review with him the LOSAP account and participant status, as well as to discuss investment options and procedures going forward. Thereafter, he will arrange a time for the rep to visit the firehouse to enroll new participants in the program and to answer questions.

**Engine 45-3** – Damage repair approved by the insurance provider, which covered all but the \$500 deductible. Repair is tentatively scheduled for the second week in May.

**NEW BUSINESS –**

**Software** – Commissioner Kessler reported that Franklin Township Fire Inspector has software that provides access to more complete information in terms of maps, buildings (schools), sprinklers, hydrant locations, hook-up distances, contacts, etc. than the pre-plan software Montgomery Township officials use and to which the fire companies have been seeking access. The vendor of this software surveys and compiles all data. A vendor's rep inquired whether the fire district would like a demonstration. Prior to a decision on a demonstration, Commissioner Kessler was asked to reach out to officers at Stations 45 and 46 for their opinions as well as to do some research on the scope and merits of the program and its costs. In Franklin the Bd. of Education paid for the survey and program; it was suggested that perhaps the Montgomery Bd. of Education and/or Carrier, J&J, or 3M might be interested in participating and cost-sharing.

**MEMS** – Contacted Cmsr. Hyncik regarding a request that the fire district consider purchasing for EMS use a RAD 57 device to measure CO levels in patients. The squad carries one such device in its first response ambulance and requests a second for another of its rigs. The device will aid in the treatment of firefighters at emergency scenes as well as the general public. The cost would exceed the amount budgeted in the fire district's 2017 budget.

**CHIEF'S REPORT**

The fire company responded to 16 calls during February, 2017. Calls included 1 electrical issue, 1 downed power line, 3 gas leaks and 1 CO situation.

**Drills/Work Sessions** – Blood-borne Pathogens and Confined Space refreshers held; Discrimination and Sexual Harassment class held; truck & equipment checks.

*A motion was made to approve purchases presented to the board.*

*Motion by Kessler.*

*2<sup>nd</sup> by Fedun.*

*Motion passed without objection.*

**RESOLUTION 2017-20 – Approval of Purchases**

*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 eight (8) ea. Streamlight replacement batteries, twelve (12) ea. Lifesaver CPR mask kits, and one (1) ea. 32” flat head ax, pursuant to lowest quote received from Witmer Public Safety (The Fire Store), all at a cost not to exceed \$350.00, including shipping, chargeable to the 2017 General Operating appropriation.*

**ENGINEER’S REPORT**

- Preventive maintenance for apparatus has begun.
- Annual pump, ladder, hose, aerial, etc. testing is being scheduled.
  
- Engine 45-3 – Will seek quotes for re-lettering vehicle designation # and for repairing hose bed cover.

**ADJOURNMENT:** There being no further business to come before the Board, the meeting was adjourned at 8:15 pm. The next regularly scheduled Board meeting is to take place on Tuesday, April 11, 2017, at 7:30 pm.

*Motion made by Kessler.            2<sup>nd</sup> by Fedun.            Motion passed without objection.*