

**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 February 13, 2018**

**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, W. Hyncik. Absent: None. Also present: Deputy Chief Schroeck, Engineer Fedun, L. Franchino and Attorney Griswold.

**Approval of Minutes** -- The Board reviewed the minutes of the January 9, 2018 regular meeting. *A motion was made to approve the minutes of the January 9, 2018 board meeting as presented.*  
*Motion made by Hyncik. 2<sup>nd</sup> 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. Three invoices were added to the list of bills: Courier News (\$111.80), chargeable to the 2018 Advertising appropriation; Arthur Crawford (\$300.00) and Anna Marie Crawford (\$300.00) for working at the polls, both chargeable to the 2018 Elections appropriation.

*A Motion was made to accept the Treasurer's Report as supplemented and to approve payment of the bills as presented and supplemented,*  
*Motion made by Hyncik. 2<sup>nd</sup> by Karsay. Motion passed without objection*

### **RESOLUTION 2018-16 – Payment of Bills**

*The Chief Financial Officer having certified there are sufficient encumbered funds from prior budgets and unencumbered funds in the 2018 Temporary Budget to pay the bills as presented, and having designated the accounts to which each should be charged, a Resolution passed authorizing payment of the bills in the total amount of \$54,774.37 (\$21,120.00 from the 2018 temporary budget, \$26,552.62 from 2017 encumbered funds and \$7,101.75 from the 2014 Capital Budget for the Rescue apparatus).*

*Resolution Ayes: Spohn, Fedun, Hyncik, Karsay, Kessler. Nays: None. Absent: None.*  
*Commissioner Fedun abstained from voting on approval of payments to Harlingen Garage.*  
*Commissioner Karsay abstained from voting on approval of reimbursements to Karsay Coffee, Inc.*  
*Commissioner Kessler abstained from voting on approval of reimbursements to him.*

## **TRANSFER OF FUNDS BETWEEN LINE ITEMS IN THE 2017 BUDGET**

2017 Insurance expenses will exceed the operating budget appropriation in this line item and there are excess funds available in other line items to cover the insufficiencies.

*A motion was made to transfer funds between line items in the 2017 budget to cover shortages in some line items for expenses incurred during 2017.*

*Motion by Hyncik.*

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

*Motion passed without objection.*

**RESOLUTION 2018-17 – Transfer of Funds Between Line Items in 2017 Budget (attached)**

**PUBLIC COMMENT-** None.

**MEETING UPDATES**

**Emergency Services** – No report.

**Fire Prevention** – No report. Commissioner Spohn is urging the committee to hold meetings on a more regular basis.

**OLD BUSINESS**

**2018 Fire District Election** – Two petitions for the two 3-year seats on the board were filed – those of incumbent William Hyncik and Michael J. Parise, Jr.. Commissioner Karsay was appointed to open the polls and Commissioner Kessler to close.

**LOSAP** – The certified list of volunteer members, identifying those eligible to receive LOSAP awards is posted for member review. 30 volunteers will receive contributions for 2017. The final dollar value of contributions will be calculated (including cost of living increase of 2.10%) and payment to the provider will be approved next month.

**Insurance** – The fire district received a Certificate of Appreciation for Commitment to Safety and Risk Control Practices from VFIS.

**NEW BUSINESS**

**CHIEF’S REPORT**

The fire company responded to 27 calls during January, 2018. Calls included 4 building fires, a chimney fire, 5 gas leaks and 2 water leaks.

**Drills/Work Sessions** – Residential fire critique; control breathing drill; truck & equipment checks. The county chief’s meeting was held on January 31<sup>st</sup>.

*Commissioner Kessler left to respond to a fire call.*

*A Motion was made to approve purchases and reimbursements presented to the board.*

*Motion by Fedun.*

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

*Motion passed without objection.*

**RESOLUTION 2018-18 – Approval of Purchases and Reimbursements**

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

- 1. Reimbursement to Ass't. Chief Rich Kennedy for airfare and conference registration for the Firehouse World Conference in March, 2018, previously approved and reimbursed pursuant to receipts submitted in the amount of \$635.40, chargeable to the 2017 encumbered Training appropriation and to be added to the list of bills being paid at this meeting.*
- 2. Payment to Somerset County Emergency Services Training Academy for mandatory education classes in the amount of \$775.00, chargeable to the 2018 Training appropriation*
- 3. Purchase of MSA calibration gas at a cost of \$240.00 and of an MSA thermal imaging camera truck charger at a cost of \$805.80, pursuant to lowest quote received from Witmer Public Safety Group, the total not to exceed \$1,045.80, chargeable to the 2018 General Operating appropriation.*
- 4. Purchase of two (2) pair of hip wader boots pursuant to lowest quote to be received, the purchase not to exceed \$300.00, chargeable to the 2018 General Operating appropriation.*
- 5. Authorize service call for copier malfunction at a cost not to exceed \$200.00 chargeable to the 2018 Office appropriation.*
- 6. Increase appropriation previously approved (Nov. '17) for work being done on Car 45-2 by Emergency Services Systems & Lighting to \$957.00, chargeable to the encumbered 2017 Maintenance & Repairs appropriation.*

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

**ENGINEER'S REPORT –**

Annual service on the Hurst tools – to be scheduled

Regular Preventive Maintenance on apparatus – to be scheduled.

Ladder – Valve adjustment done.

**ADJOURNMENT:** There being no further business to come before the Board, the meeting was adjourned at 8:17 pm. The next regularly scheduled Board meeting will be held on Tuesday, March 13, 2018, at 7:30 pm.

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

**BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO. 1  
P.O. BOX 130  
BELLE MEAD, NEW JERSEY 08502**

Resolution # 2018- 17

**RESOLUTION TO TRANSFER FUNDS BETWEEN LINE ITEMS  
IN 2017 BUDGET**

WHEREAS, the voters in Montgomery Township Fire District No. 1 in the County of Somerset, State of New Jersey, approved line item operating appropriations in the 2017 fire district budget; and

WHEREAS, it has become apparent that expenditures incurred during 2017 have exceeded the sums appropriated in the budget for Advertising; and

WHEREAS, there are excess funds remaining in other operating appropriations in the 2017 budget available to offset the insufficiencies in this line items; and

WHEREAS, NJSA 40A:14-78.10 authorizes a Fire District, during the first two months of the fiscal year, to transfer amounts in the budget for the immediately preceding year from line items with excess appropriations to those with appropriations deemed to be insufficient;

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of Montgomery Township Fire District No. 1 in the County of Somerset, State of New Jersey, that

In the 2017 Fire District Budget transfers from the following line items with excess appropriations to those with insufficient appropriations are approved as follows:

1. \$ 8,500.00 from Supplies to Insurance

As a result of the foregoing transfers, the fire district's 2017 budget appropriations are amended to the following amounts: Insurance \$ 66,500.00 ; Supplies \$ 30,500.00 .

A written recital of this Resolution shall be prepared and forwarded to appropriate government authorities for approval.

Certified as a true copy of a  
Resolution duly adopted by the  
Board on February 13, 2018.

s/ Eve M. Fedun  
Eve M. Fedun, Clerk