

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 13, 2018

Commissioners Parise and Hyncik were worn in prior to the meeting.

Call To Order -- The regularly scheduled meeting of the Board of Fire Commissioners was called to order at 7:32 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, posted at the municipal building, the Board's office and on the fire district website, and provided to any person requesting same in advance of the meeting.

Roll Call -- Upon Roll Call the following Commissioners were present: W. Spohn, E. Fedun, T. Karsay, J. Kessler, M. Parise, W. Hyncik. Absent: None. Also present: Chief Huxley, Engineer Fedun, L. Franchino and Attorney Griswold.

On behalf of the board, Commissioner Spohn publicly thanked Eve Fedun for her over 15 years of dedicated service to the fire district as a member of the board and wished her well in her retirement therefrom. He also welcomed newly elected Commissioner Parise and thanked Commissioner Hyncik for continuing to serve on the board.

Elections and Appointments-

A. Nominations: *A Motion was made and seconded to nominate the same members to fill the offices they held during 2017, with the exception of nominating Michael Parise to assume the position of Secretary of the board.*

Motion by Kessler. 2nd by Spohn, Karsay, Hyncik, Parise. 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 – Michael Parise
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 – Michael Parise
Fire Company Liaison – Jonathan Kessler
Fire Prevention Bureau Representative – William Spohn

Approval of Minutes – The Board reviewed the minutes of the February 13, 2018 regular meeting. A motion was made to approve the minutes of the February 13, 2018 board meeting as corrected.
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. One invoice was added to the list of bills – Cammps Hardware for chainsaw parts (\$90.47), chargeable to the 2018 General Operating 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. 2nd by Spohn. Motion passed without objection

RESOLUTION 2018-19 – Payment of Bills

The Chief Financial Officer having certified there are sufficient encumbered funds from the 2017 budget and encumbered and unencumbered funds in the 2018 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 \$119,412.28 (\$112,743.86 from the 2018 budget and, \$6,668.42 from 2017 encumbered funds).

Resolution Ayes: Spohn, Karsay, Hyncik, Kessler, Parise. Nays: None. Absent: None.
Commissioner Spohn abstained from voting on approval of payments to Sunrise Office Systems.
Commissioner Karsay abstained from voting on approval of reimbursements to Karsay Coffee, Inc.

Vehicle and Equipment Maintenance and Inspection/Testing -

A Motion was made to approve a policy for routine maintenance, inspections and testing of vehicles and equipment.

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

RESOLUTION 2018-20 –Authorizing Maintenance and Inspection/Testing

The Chief or his designee is authorized to obtain routine 2018 preventive maintenance and standard periodic inspections and testing of apparatus and equipment (including but not limited to pumps, hose, extrication tools, ladders, CO monitors), without further approval of the board.

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

PUBLIC COMMENT- None.

MEETING UPDATES

Emergency Services – No report.

Fire Prevention – There was discussion of response into the district. Meetings will be held at least quarterly.

OLD BUSINESS

Election & Budget Referendum Results- Commissioners Hyncik and Parise were elected to 3-year terms on the board and the budget passed by a vote of 36 to 6. The results were certified to the State and the Township.

LOSAP – Within the 30-day review period, one member questioned the posted certified list of volunteer members identifying those eligible to receive LOSAP awards. It was determined there was an error insofar as his participation and contribution and a correction to the list was made. 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.

*A Motion was made to approve the addition of one member to the 2017 certified LOSAP list.
Motion by Hyncik. 2nd by Kessler. Motion passed without objection.*

Insurance – All 2018 policies have been paid in full.

MEMS – All equipment received and delivered.

NEW BUSINESS

CHIEF’S REPORT

The fire company responded to 28 calls during February, 2018.

Activities – The chief presented a history of the fire department to the Rotary Club.

Drills/Work Sessions – Confined Space refresher; Hazcom refresher; truck & equipment checks. Most mandatory annual training has been completed.

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

RESOLUTION 2018-21 – Approval of Purchases and Reimbursements

The Chief Financial Officer having certified there are sufficient encumbered funds available from the 2017 budget, and encumbered or unencumbered funds in the 2018 budget, a Resolution passed authorizing the following expenditures:

- 1. Reimbursement to Richard Karsay for a Pelican Universal Charger for Rescue 45, pursuant to receipt submitted in the amount of \$79.95, chargeable to the 2018 General Operating appropriation and to be added to the list of bills being paid at this meeting.*
- 2. Reimbursement to the MTVFC#1 Chief’s account for AED pads, infant/child key and replacement AED battery approved in 2017 and just delivered, pursuant to invoice and receipt submitted in the amount of \$660.00, chargeable to the 2018 General Operating appropriation and to be added to the list of bills being paid at this meeting.*
- 3. Renew on-line training system from Target Solutions, together with annual maintenance fee, in the amount of \$3,226.50, chargeable to the 2018 Training appropriation.*

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

ENGINEER’S REPORT –

Annual service on the Hurst tools – one issue found – to be repaired on warranty.

Regular Preventive Maintenance on Apparatus – have been scheduled to take place in April.

Periodic Testing – will be scheduled for May.

ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 8:18 pm. The next regularly scheduled Board meeting will be held on Tuesday, April 10, 2018, at 7:30 pm.

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