

**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 November 13, 2018

Call To Order -- The special meeting of the Board was called to order by Commissioner Parise at 6:00 pm, and the regular meeting of the Board was called to order by Chairman Spohn at 7:30 pm, following proof of publication under the Open Public Meetings Law and in accord with the statutes. (Annual Meeting Notice and separate Notice of Special Meeting and Special Vote of Taxpayers published in the official newspaper of the district and provided to two other newspapers, filed with the municipal clerk, posted at the Montgomery Township Municipal Building, Board offices and fire district web site, and provided to any person requesting same prior to the meeting. Further, proof of delivery of special meeting notice and public posting as required for a special vote of taxpayers was provided.

Roll Call -- Upon Roll Call the following Commissioners were present:

Present (6 pm): Commissioners W. Hyncik, J. Kessler, M. Parise, W. Spohn (arrived 6:45 pm). Absent: T. Karsay.
Present (7:30 pm): Commissioners W. Hyncik, J. Kessler, M. Parise, W. Spohn. Absent: T. Karsay. Also present: Chief Huxley, Deputy Chief Schroock, Engineer Fedun, L. Franchino, Attorney Griswold.

Open Polls for Special Vote of Taxpayers

Commissioner Parise announced the purpose of the special meeting and vote of taxpayers being held at the meeting and opened the polls. The one public question asks for voter approval to purchase and to equip and much as possible an aerial fire apparatus (to replace a 20-year old apparatus) at a cost not to exceed \$1,497,500.00; to include this purchase as a capital expenditure in the fire district's 2019 budget; and to transfer a sum not to exceed \$1,497,500.00 from its Restricted Capital Fund (money previously set aside and designated for future capital purchases) to the Capital Outlay Section of its 2019 budget to pay for this purchase.

Approval of Minutes – The Board reviewed the minutes of the October 9, 2018 regular meeting.

A motion was made to approve the minutes of the October 9, 2018 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. Five invoices were added to the list of bills to be paid: Fire & Safety Services (\$1,562.48) for repairs to 45-103 and Harlingen Garage (\$706.03) for repairs to the '09 Tahoe, both chargeable to the 2018 General Operating (R&M) appropriation; Verizon (\$93.92) and PSE&G (\$4.41), both chargeable to the 2018 Utilities appropriation.

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

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

RESOLUTION 2018-45 – Payment of Bills

The Chief Financial Officer having certified there are sufficient encumbered and unencumbered funds in the 2018 budget and from a donation received for the purchase, outfitting and attendant gear for a swiftwater rescue boat 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 \$31,825.68.

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

Cmsr. Spohn abstained from voting on reimbursement to him through the Chief's account.

Cmsr. Kessler abstained from voting on reimbursement to him through the Chief's account.

The 2nd and 3rd Q tax payments were received from the township.

*Motion to cancel and release the balances remaining encumbered for the following capital projects:
'16 command vehicle (\$1,590.90) and '14 rescue apparatus (\$14,045.25).*

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

PUBLIC COMMENT- None.

MEETING UPDATES - Emergency Services – No meeting.

Fire Prevention – Status and amount of accrued money designated for fire departments (% of fire inspection fines) is still in flux.

FIRE COMPANY FITNESS COMMITTEE -

Jeff Kolodzegj inquired whether the board would consider purchasing a new dumbbell set and rack, and a multi-angle bench for the fitness room. He explained the need and presented quotes for board consideration. As it would be an unbudgeted expense the board delayed decision. Discussion of equipment, room usage, waivers, and policies took place. Removal of all equipment of questionable condition was stressed. Cmsr. Parise suggested having a certified weight/fitness trainer make suggestions as to equipment most suited for firefighter fitness training as part of a long term plan for refurbishing the room.

COMMITTEES- No report.

OLD BUSINESS

Boat and trailer – The boat and motor have been delivered.

MEMS – Cmsr. Spohn will follow through on ordering the equipment for use by the squad.

E-Dispatch – From his experience throughout the trial period, the assistant chief recommended the system and requested enrollment for a 6 month service period. Up to 50 firefighters can be registered. At the end of the term a decision can be made as to further participation in the plan or consideration of an alternate plan being developed by IamResponding.

Motion made to enroll in the eDispatches notification program for a period of six months.

Motion by Kessler. 2nd by Parise. Motion passed without objection.

RESOLUTION 2018-46 – Authorizing e-Dispatches.com Enrollment.

The Chief Financial Officer having certified there are sufficient unencumbered funds available in the 2018 budget, authorization to enroll in the e-Dispatches.com emergency notification program for a period of six (6) months (Nov. 1 '18 through April 30, '19) at a cost of \$973.00, including the one-time set-up fee of \$199.00, payable to Penguin Management, Inc., and chargeable to the 2018 General Operating appropriation.

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

CHIEF'S REPORT

The fire company responded to 27 calls during October, 2018. Calls included 3 vehicle fires, 2 mulch fires, 1 extrication, 3 smoke conditions and 4 CO calls.

Activities – Cmsr. Kessler spearheaded 4 fire prevention presentations at various schools and at the firehouse throughout the month. Six members attended the Nashville Fire Expo; classroom training was well presented and the attendees reported it was a beneficial experience.

Drills/Work Sessions – Pump operations drill; hose line operations; truck & equipment checks; firefighter physicals.

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

Motion by Hyncik.

2nd by Parise.

Motion passed without objection.

RESOLUTION 2018-47 Approval of Purchases and Reimbursements

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

1. One (1) Streamlight LED rechargeable light w/ charger for Rescue 45, pursuant to lowest quote from Firefighter1, chargeable to the 2018 General Operating appropriation.
2. Encumber an additional \$1,500.00 for food, lodging and travel expenses incurred in connection with attendance at the Nashville Fire Expo, reimbursable upon the submission of receipts for actual expenses incurred, chargeable to the 2018 Training appropriation.

Resolution Ayes: Spohn, Hyncik, Kessler, Parise.

Nays: None.

Absent: Karsay.

RESOLUTION 2018-48 Amending Resolution 2018-42 Approval of Purchases and Reimbursements

The Chief Financial Officer having certified there are sufficient previously encumbered and/or unencumbered funds in the 2018 budget to fund the amendments proposed herein, Resolution 2018-42, adopted by the board at its October 9, 2018 meeting, is hereby amended in part to reflect the receipt of new or updated quotations for certain purchases approved in said Resolution as follows:

1. Purchase #3 in Resolution 2018-42 is amended to reflect that the authorized purchase of elevator key sets was pursuant to NJ State Purchasing Contract #81365 from Continental Fire & Safety, Inc. at a cost of \$335.90, chargeable to the 2018 General Operating appropriation.
2. Purchase #4 in Resolution 2018-42 is amended to reflect that the purchase of ice rescue responder packages (misc. equipment and gear not available through NJ State Purchasing Contract is awarded pursuant to lowest quote received from Firefighter One at a cost not to exceed \$2,082.93, chargeable in part to the 2018 Supplemental Fire Services Grant (\$1,779.50) and the balance (\$303.43) to the 2018 Supplies appropriation.
3. Purchase #5 in Resolution 2018-42 is amended to reflect that the purchase of eight (8) ea. water rescue PPE packages (dry suits, vests) and two (2) carry bags is awarded pursuant to NJ State Purchasing Contract #A81363 to Firefighter One at a cost of \$12,522.78, chargeable in part to the 2018 Turn-out Gear appropriation (\$5,305.73) and the balance to be paid from the donation received for the purchase of the water rescue boat and related gear (\$7,217.05).
4. In all other respects Resolution 2018-42 remains as adopted on October 9, 2018.

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

ENGINEER'S REPORT –

- Engine 45-3 sustained minor damage during training – a rear step was bent. An insurance claim should not be necessary.

NEW BUSINESS

Firefighter Appreciation – Cmsr. Kessler commented that there have been two very serious calls this year, both involving extrications and thankfully, both successful. He suggests the fire company might consider recognizing the responders who participated in these traumatic emergency incidents, perhaps at its installation dinner or in some other way.

BUDGET

Cmsr. Spohn distributed an updated long range planning schedule for capital equipment for review and comment. Budget numbers have been fine-tuned. Although total budget expenses increase significantly over the 2018 budget, the increase is almost entirely due to the purchase of a new aerial apparatus (\$1,497,500.00), the entire cost of which is being paid from the district's Restricted Capital Fund, which are funds that have been set aside over the years and designated for purchases like this. As a result, the purchase is not included in the amount to be proposed to be raised by taxation and has no effect on the tax rate. The amount proposed to be raised by taxation is well within the 2% levy cap.

SPECIAL VOTE RESULTS

At 9 p.m. the polls for the special vote of taxpayers were closed, the ballots counted, and the results certified by the clerk as follows:

Q1 – Capital Purchase – Aerial Fire Apparatus -- YES 14; NO 0

ADJOURNMENT: There being no further business to come before the Board, the meetings were adjourned at 9:05 pm. The next regularly scheduled meeting of the board will be held on Tuesday, December 11, 2018 at 7:30 pm.

Motion made by Hyncik.

2nd by Kessler.

Motion passed without objection.