

**BOARD OF FIRE COMMISSIONERS  
MONTGOMERY TOWNSHIP FIRE DISTRICT NO. 1  
35 Belle Mead-Griggstown Road, P.O. Box 130  
Belle Mead, N.J. 08502**

**Meeting Minutes of August 13, 2019**

**Call to Order** – The regularly scheduled meeting of the Board of Fire Commissioners was called to order at 7:30 p.m. by Commissioner Spohn, following proof of publication in accordance with the Open Public Meetings Act. The Annual Meeting Notice was published in the Courier News (official newspaper of the district) and provided to the Montgomery News and Packet Publications, filed with the municipal clerk, posted at the Montgomery Township municipal building, the Board’s office, the fire district website and provided to any person requesting same prior to the meeting.

**Roll Call** – Upon Roll Call the following Commissioners were present: W. Spohn, T. Karsay, W. Hyncik. Absent E. Lemon and M. Parise. Also present: L. Franchino, QPA W. Newberry, Attorney E. Perkins and Chief Huxley.

**Approval of Minutes** – The minutes of the July 9, 2019 meeting were presented for approval.

*Motion to approve the minutes of the July 9, 2019 board meeting as presented.*

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

***Treasurers Report***

**Monthly Bills/ Financial Statement Review** – A copy of the Treasurer’s report, attached hereto and incorporated as part of these minutes, was made available to each Commissioner with a listing and description of bills to be paid. *Added to the bill list is a \$35.37 reimbursement to M. Parise for refreshments at B. Griswold, Esq.’s retirement gathering, chargeable to General Operating.*

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

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

**RESOLUTION 2019-43 – Payment of Bills**

*Upon certification that there are sufficient encumbered and unencumbered funds in the 2019 budget to pay the bills as presented, and having designated the accounts to*

*which each should be charged, authorization is granted to pay bills included in the Treasurer's report in the total amount of \$23,960.04.*

*Utilities: \$2,104.07 (PSE&G; NJ American Water; Verizon, Century Link and Republic Services; Rent: \$12,200) General Operations \$7,835.97 as amended (Central Jersey Nursery for saw repair; Confires; Fail Safe Inc. hose and ladder testing; Montgomery Twp. Gas and diesel; NJ Fire Equipment, M. Parise reimbursement); SCBA \$1,820.00 (N.J. Fire Equipment hydro tests)  
(Additional detail contained in Treasurers Report)*

*Resolution Ayes: Spohn, Hyncik, Karsay. Nays: None  
Abstentions noted for Spohn and Karsay for limited items pursuant to annual notice.*

QPA Newberry reported that an account has been established with eDarley to place the order for the items approved at the July meeting. He continues to work to set up an account to purchase the roof ops safety platform. An order was placed for the ComHub. He was unable to establish an account with Neutro-Wash and recommended that the Chief make that purchase through the Chief's account.

One quote has been received from Fowler Equipment for the purchase of the washer/dryer. He is working on setting up a site visit with the representative from CSC Service (Unimac) to obtain a second quote.

Purchase orders have been issued for gear cleaning and fire extinguisher service.

**Banking** – Commissioner Hyncik noted that the BOFC should receive monthly statements for accounts. The statement from the Bank of America will show the account is now closed. The second statement from the Bank of Princeton will show activity in the newly established account has been completed.

**Public Comment** – None

**Meeting Updates** – Emergency Services – No meeting; Fire Prevention – No Meeting.

**New Business**

The chair noted that the BOFC has not yet received an equipment request from EMS for the year. Chief Huxley will follow up for the September meeting.

**Old Business**

**Boat Trailer** – Chief Huxley reported that he was only able to obtain one quotation for the fabrication and installation of boxes on the trailer. His recommendation to award the contract in the amount of \$1,909.70 to Red Line Fabrication and Machine L.L.C. was unanimously accepted, chargeable to the Water Rescue Capital account.

**Aerial Truck** – The pre-build trip the Pierce factory on July 29<sup>th</sup> and 30<sup>th</sup> went very well. The intensive pre-build makes a mid-build trip unnecessary. Pierce is preparing a listing of approved changes that will include the addition of a wireless combo tool. The approved changes will be considered at the September meeting.

**Chiefs Report** - Chief Huxley reported that there were 26 calls in the month of July. There was also a joint drill with Station 46 and EMS on school bus extrication. August drills will include hydrant exercises and nozzle evolutions.

On behalf of the training officer the Chief requested that the board allocate the sum of \$2,000 for the purchase of building supplies. The intention is to construct a training facility in one of sheds on the adjacent property. The request was approved, chargeable to Training.

There were no other purchases or requisitions. The Chief requested and received (as an addition to the bill list) reimbursement to the chief's account in the amount of \$415.24, for expenses related to the Tower 45 pre-build trip chargeable to General Operating.

#### **RESOLUTION 2019-44 Approval of Purchases and Requisitions**

*Upon certification that there are sufficient unencumbered funds available in the 2019 budget, authorization is granted for the requisitions and reimbursements as set forth above.*

*Motion: Hyncik      2<sup>nd</sup> Karsay      Motion passed without objection.*

#### **Engineers Report**

In the absence of the engineer a written report was distributed.

Harlingen Garage will perform preventative maintenance on the utility and the brush truck. The brush truck will not be scheduled until Tanker 45 is back in service.

Tanker 45 remains out of service to repair the main, rear dump valve and to replace the butterfly valve. The replacement valve is on order. It is estimated that the truck will be back in service on or about August 23<sup>rd</sup>.

A purchase order was issued to Confires in response to their quotation for extinguisher service. Service will be scheduled when loaners are available.

The sending unit for the hydraulic tank on Tanker 45 needs to be replaced. The part has been ordered.

A number of repairs a required on E45-3. The items will be deferred until other apparatus is back in service.

**ADJOURNMENT:** There being no further business to come before the Board, the meeting was adjourned at 8:15 p.m. The next regularly scheduled meeting of the Board will be held on Tuesday, September 10, 2019 at 7:30 p.m.