

**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 July 9, 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, 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 June 11, 2019 meeting were presented for approval.

Motion to approve the minutes of the June 11, 2019 board meeting as presented.

Motion by Hyncik 2nd 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.

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

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

RESOLUTION 2019-41 – 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 \$22,026.78.

*Training: \$1,995 (Nashville); Utilities: \$1,954.01; Rent: \$12,200; Office: \$150;
Election: \$260.65; Maintenance: \$122.27; General Operating: \$5344.85.*

(Additional detail contained in Treasurers Report)

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

Banking – Commissioner Hyncik reported that all paperwork concerning the transfer of the BOFC accounts from Bank of America to the Bank of Princeton has been completed. The Bank of America account is now closed.

Public Comment – None

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

Old Business

Professional Contracts -Chairman Spohn reported that the agreement with QPA W. Newberry has been executed and will remain in effect through February of 2020.

Boat Trailer – One quote in the amount of \$15,375 has been received for the fabrication and installation of boxes on the trailer. Additional quotes will be solicited.

Aerial Truck – The performance bond has been received. The pre-build meeting with the truck committee will be held on July 29 & 30th.

A motion was made to establish a process for approving change orders that require approval between BOFC meetings. In such instances, change orders will require the approval of Chairman Spohn and one other commissioner as well as one line officer. Such approvals will then be ratified by the full BOFC at the next regularly scheduled meeting.

Motion by Hyncik 2nd Karsay Motion passed without objection.

Chiefs Report - Chief Huxley reported that there were 18 calls in the month of June. Drills in July will include a Water supply drill on July 10 and a water rescue refresher on July 24th. The annual SCBA bottle pressure testing has been completed. Noting the difficulty of assembling crews for daytime calls consideration will be given to employing a per diem driver/firefighter in the next budget.

July requisitions for to reimburse the Chief's account were requested in the amount of \$2,320.19 (5 registrations for Firehouse Expo; headlights for 45-3 and replacement of a members cell phone damaged at a fire scene.) It was noted that the cell phone should be charged to General Operations.

Additionally the Chief requested of requisitions for the purchase of a roof operations platform, Ladderlight Lighted end caps, Neutro-Wash and X-TINGUISH FST in the amount of \$4, 355.35. The Chief additionally requested the purchase of a COMHUB5. Three quotes were obtained; Eastern Fire Equipment Services submitted the low quote in the amount of \$6,9679. This item would be charged to the capital expenditure account.

RESOLUTION 2019-42 – 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 2nd Karsay Motion passed without objection.

Engineers Report

Preventive maintenance quotes for the utility and brush trucks have been received from four vendors. The BOFC discussed the prices, vendor qualifications and response times. Determination of the contract award will be made at the next meeting.

All pumps, ladders and appliances passed their annual tests. There were three hose failures. Replacement hose will be requested next month.

All extinguishers have been tested. Still need hydro testing on a few extinguishers.

Rescue 45 was out of service for a period due to accelerator pedal issues. Cummins ultimately resolved issue after determination that engine software had not been updated. Unknown if there will be a cost for the service as it may be covered under warranty. Other apparatus will be checked to verify that this issue has been addressed. Review of engine software should be clearly added as a component of the annual preventive maintenance on all apparatus.

Tower /Ladder 45 needs a new sending unit for the hydraulic tank. Part has been ordered.

Engine 45-3 requires several repairs. Quote from First Priority in the amount of \$4,710.80 approved.

Tanker 45 requires repair of the rear dump valve seal.

ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 8:45 p.m. The next regularly scheduled meeting of the Board will be held on Tuesday, August 13, 2019 at 7:30 p.m.