

**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 November 12, 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 J. Huxley.

Approval of Minutes – The minutes of the October 8, 2019 meeting were presented for approval.

Motion to approve the minutes of the October 8, 2019 board meeting as presented.

Motion by Hyncik; 2nd Lemon. Motion passed without objection.

Public Comment – Jon Kessler addressed the Board on the matter of membership recruitment, retention and recharge. He noted that the Chief and several other company members would be working on the development of a program to enhance these activities that will be presented to the BOFC at a future meeting.

Meeting Updates - Emergency Services – No report
Fire Prevention – No report

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 Lemon. Motion passed without objection.

RESOLUTION 2019-49 – 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 the following bills included in the Treasurer's report and two additional items in the total amount of \$40,851.91.

Administration: Office Expenses \$75.00.

Operations: Maintenance \$438.94; Repairs \$10,032.20; Rental Charges \$12,200.00; Supplies \$ 605.71; Training and Education \$4,333.77; Utilities \$ 1,766.93; General Operating \$ 8,910.94. Reimbursement to J. Huxley in the amount of \$297.48 (chargeable to Training) and payment to W S Darley in the amount of \$449.25 (chargeable to General Operating) were added to the Treasurer's Report listing of bills to be paid.

Capital: 2019 Pierce Ladder Truck \$ 1,741.87.

(Additional detail regarding accounts charged and vendors is contained in the Treasurers Report)

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

QPA Newberry reported on the status of approved and pending purchases.

New Business

The Chairman reported that the Opticom at the intersection of Sunset Road and Route 206 was inoperable. Station 46 is having preventive maintenance performed on all of their Opticom's. The contractor agreed to include the repair of the Sunset Road unit at estimated cost of \$250.

The 21-foot Avon FRB 380 inflatable is no longer necessary given the new boat that is now in service. Somerset County Emergency Services has indicated that it can utilize the boat for training and other purposes.

RESOLUTION 2019-50

The Fire District no longer requires the AVON FRB380 21 foot inflatable boat and Somerset County Emergency Services has indicated that it can use the boat, the Board hereby declares the boat surplus and donates it to Somerset County Emergency Services.

Motion: Hyncik, second Karsay; resolution was unanimously approved.

Old Business

Audit- The auditor reports that she has almost completed the audit. It was noted that the audit must be submitted to DCA in order to have the 2020 budget approved. A special meeting may be required. The decision to hold a special meeting will be made when the audit is actually received.

Gear Washer/Dryer – Continuing review of options for drain installation.

SFS Grant – Grant monies in the amount of \$1,779.50 have been received and were applied to the purchase cost of the APX 8000 All Band portable radio approved under Resolution 2019-50.

New Aerial Apparatus – Construction of the truck as begun at the Pierce factory. The cab has been completed. The Chief will share and Internet link which will permit viewing of the truck as it is assembled.

Chiefs Report - Chief Huxley reported that there were 20 calls in the month of October. Department physicals have been completed and all members passed their physicals. Fire prevention month was celebrated on October 17th at Station 45 with Station 46 and Squad 47. Five members attended the fire expo in Nashville. Ex-Chief Pullen gave a presentation on the history of Station 45. Following approval at last months meeting the Chief purchased a receiver for the training room at a cost of \$297.48. He also purchased 10 lime green traffic cones and 10 orange cones at a cost of \$357.70.

Requisitions were submitted for a Hurst Strong Arm Rescue tool \$6,180; two MSA Altair Gas Meter kits \$4,390.00; a piercing nozzle \$825.00; six page carrier clips \$60.00; one APX 8000 All Band portable radio \$7,101.75; three 25' lengths of 3" double jacket fire hose \$353.23; 5 sets of Globe turnout gear \$16,831.15 and 6 pair of Globe fire boots \$2,340.00. The first three items are all for the new tower and will be charged to the capital account.

RESOLUTION 2019-50 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 in the total amount of \$38,081.15.

Motion: Hyncik; 2nd Lemon. Motion passed without objection.

Engineers Report

Commissioner Lemon reported that Richie's Tire Service will replace the officers side front, tandem outer tire of Tower 45 due to tread damage. Aerial Service certification is scheduled for November 23 with MISTRAS. The rear wheel hub seals were and rear brakes were replace on E 45-2 by First Priority. The rear camera was also replaced on E 45-2. The apparatus will be sent to Stewart& Stevenson Atlantic, a Detroit Diesel repair facility for assessment /repair of the turbo/turbo fins. The direct tank fill flanges for Tanker 45 are on order as are actuator pistons for all three rear dump valves. All fire extinguishers are now 2019 compliant.

2020 Budget -

The Chairman distributed a several spreadsheets documenting operational and capital expenditures as well as revenue over the past five years. Using prior year patterns, FY 2020 expenditures and revenue were proposed. The BOFC will propose a FY 2020 for submission to the DCA at the December meeting.

ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 9:05 p.m. The next regularly scheduled meeting of the Board will be held on Tuesday, December 10, 2019 at 7:30 p.m.