

**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 September 10, 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 August 13, 2019 meeting were presented for approval.

Motion to approve the minutes of the August 13, 2019 board meeting as presented.

Motion by Hyncik 2nd Karsay Motion passed without objection.

Presentation by MEMS - Don Snedeker representing MEMS presented several requests for propane tanks, heaters and misters. This equipment will be purchased by the BOFC to provide assistance at fire scenes. The Board reviewed the requests and approved the purchase of the requested items.

Public Comment – None

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

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 Parise Motion passed without objection.

RESOLUTION 2019-45 – 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 \$21,519.91.

Office Expenses: \$4,050.00; Legal Fees \$3,400.00; Rental Charges \$12,200.00; Utilities \$1,869.91.

(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.*

Banking – Commissioner Hyncik noted that the new Bank of Princeton accounts are now accruing interest monthly

New Business - The chair initiated a discussion on the fencing at the rear of the fire company property. He noted he had witnessed parking in the fire department lot by individuals using the township facility behind the firehouse. The original proposal had the fire company installing a fence at this location. It was noted that there may be liability issues which could be addressed with the posting of "No Trespassing" signs. The issue will be left to the fire department for further consideration.

Chairman Spohn noted that the BOFC has received an invoice in the amount of \$450.00 from Accurate Information Services. The fire company is requesting reimbursement for the cost of background checks for new members. He noted that this is an incorrect practice and that the cost should be invoiced directly to the BOFC rather than treated as a reimbursement. The background checks were previously performed at no cost by the police department. The police department has advised that they were unable to continue this practice. It is unclear what material the background checks include. QPA Newberry will contact the invoicing company and have them provide a revised invoice to the BOFC for payment next month. It was noted that Nottingham Insurance previously performed annual reviews of each member's motor vehicle record in connection with the auto insurance policy. Commissioner Karsay will follow up with Nottingham to determine if this is still the practice so that the BOFC is not paying for the same service as part of the background check.

Old Business

Gear Washer/Dryer – No update

Boat Trailer – Chief Huxley reported that the fabrication and installation of boxes on the trailer has not been completed yet.

Aerial Truck – No report.

Chiefs Report - Chief Huxley reported that there were 18 calls in the month of August. Drills were held on hose deployment and ladders. A drill was also conducted at the Carrier Foundation.

Requisitions were submitted for 1 Husqvarna Ventmaster (\$1,498.00); 4 Akron Revel Scout Light 2 Batteries (\$5,637.60); 12 fifty-foot lengths of 1.75 inch yellow Ponn Hose (\$1,972.68) and 12 fifty-foot lengths of 2.5 inch yellow Ponn Hose (\$3060.72). These requisitions, totaling \$12,169.00, are all to equip the new tower and will be charged to that account.

The Chief requested reimbursement to the chief's account in the amount of \$19.18 for apparatus fuses purchased at Auto Zone and for the annual software update for Fire Programs in the amount of \$644.00.

RESOLUTION 2019-46 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 Lemon Motion passed without objection.

Engineers Report

Commissioner Lemon reported that Harlingen Garage has completed the annual PM on the utility. The brush truck PM was deferred until Tanker 45 is back in service.

First Priority has completed the replacement of the Tanker 45 main, rear dump valve and repair of the turn signal. Awaiting an additional assessment of the leak in the direct tank fill valve and the actuator piston on the rear dump valve chute and the actuator line for the passenger side rear dump valve switch.

Confires has not yet returned some of the hydro tested extinguishers. They should be returned in September.

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, October 8, 2019 at 7:30 p.m.