

**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 JUNE 11, 2024**

**Call to Order** – The regularly scheduled meeting of the Board of Fire Commissioners was called to order at the firehouse 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 website, offices and provided to any person requesting same prior to the meeting.

**Roll Call** – Upon Roll Call the following commissioners were present: William Hyncik, Michael Parise, Ricky Puleio Jr. and William Spohn. Commissioner Eric Lemon was absent.

Also present: Attorney Eric Perkins, Treasurer Lynn Franchino, Chief Kevin Schroeck and Q.P.A. William Newberry

**Approval of Minutes** – The minutes of the May 14th, 2024 meeting were presented.

*Motion to approve the minutes of the May 14th, 2024 board meeting was made by Commissioner Hyncik; 2<sup>nd</sup> by Commissioner Parise. Motion passed without objection.*

**Public Comment** – None

**Meeting Updates** –

Emergency Services – No meeting last month

Fire Prevention – No meeting last month.

Rescue Task Force- No report.

**TREASURER'S 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.

*Administration: Bookkeeping: \$1981.25; Office Expenses/Other: \$2,175.00;  
Professional Services/Legal: \$4,250.00.*

**TOTAL ADMINISTRATION: \$8,406.25.**

*Operations: General Operating/ Medical; \$383.00; Maintenance and Repairs: \$5,647.39; Rental Charges/Apparatus Housing: \$13,090.00; Supplies: \$10,962.30; Training and Education: \$240.00; Utilities: \$2,322.60.*

*TOTAL OPERATIONS: \$32,645.29*

*Capital: Training Facility/architects fees: \$2,500.00*

*TOTAL OPERATIONS, ADMINISTRATION AND CAPITAL: \$43,551.54.*

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

### **RESOLUTION 2024-16 Payment of Bills**

*Upon certification that there are sufficient encumbered and unencumbered funds in the FY 2024 budget to pay the bills as presented and having designated the accounts to which each should be charged, authorization is granted to pay the bills as set forth in the Treasurer's report and FY 2024 Encumbered Check Detail in the total amount of \$43,551.54, allocated to the various administration and operating accounts.*

*Motion to approve accept the Treasurer's report and approve payment of the bills by Commissioner Hyncik, 2<sup>nd</sup> by Commissioner Puleio. Resolution Ayes: Spohn, Parise, Hyncik and Puleio. Nays: None*

### **PURCHASING OFFICER'S REPORT**

Chairman Spohn noted that Mr. Newberry has submitted his resignation as QPA as his other employment responsibilities do not allow him enough time to perform the tasks with the district. Mr. Spohn thanked Mr. Newberry for the excellent work he has performed for the Board over the past years. Mr. Newberry indicated that he will continue with the training facility project until it is completed.

It was noted that Knox boxes have been delivered and an invoice received in the amount of \$7,178.00. Commissioner Hyncik made a motion to add payment of this invoice to tonight's bills. The motion was seconded by Commissioner Puleio and approved by a unanimous vote.

### **OLD BUSINESS**

**Training Facility:** Commissioner Puleio reported that he has forwarded the draft specs to QPA Newberry. Mr. Newberry indicated that the bidding process would proceed during the next weeks with a bid award likely at the August meeting. Commissioner Puleio noted that the architect has completed his work and submitted a final invoice. Mr. Puleio made a motion to approve the payment of

\$2,500 to 3D Architects to be included in this months bills. Commissioner Hyncik seconded the motion, and it was unanimously approved.

**New Apparatus:** No update on the delivery date.

**ISO Evaluation:** Chief Schroeck indicated that Deputy Chief Kennedy has been working to provide additional information ISO to change the rating from Level 3 to Level 4.

**Generator Replacement:** No report.

**Equipment Donation** – A list of excess equipment has been prepared. A copy of the release form will be modified by Mr. Perkins so that the donation can be completed.

## **NEW BUSINESS**

### **CHIEF'S REPORT**

Chief Schroeck reported that there were      calls for service in the month of May. Other activities included the monthly business meeting, a hose deployment drill and a function drill.

The Motorola radios funded through the grant have been delivered to Wireless Solutions for programming.

The Chief indicated that he has received a quote for the graphics work on the new command vehicles from Cranbury Graphics in the amount of \$2,260.00. Commissioner Hyncik moved to approve a contract in this amount. The motion was seconded by Commissioner Parise. The motion passed on a vote of 3 -1 with Commissioner Puleio voting against the motion.

Chief Schroeck requested approval for the following purchases:

- a) 5 Vulcan Streamlights to replace units on 45-2 that have reached the end of useful service. The total for the purchase from All Hands Fire is \$1,229.95.
- b) Purchase of a canopy from Extreme Canopy in the amount of \$1,743.42 for recruitment and events.
- c) 3 sets of turnout PPE equipment for recent fire school graduates. The PPE is available under State contract. Actual pricing is unknown. The Chief noted that he may need to order 3 more sets before the end of the year.
- d) A replacement for the hydrosist valve that was broken and cannot be repaired. The estimated cost of the valve is \$2,303.00.

Commissioner Puleio moved approval of the requested purchases. Chairman Spohn seconded the motion and it passed unanimously.

Chief Schroeck reported that the company received the award for best appearing fire department at the annual Hopewell Memorial Day parade.

### **Engineers Report**

45-3: The seatbelt alarm was constantly activating. F & S assessed the problem and ordered a new seatbelt and tensioner. The check engine light comes on intermittently. Stewart and Stevenson assessed the problem and replaced two sensors on June 5.

Rescue 45: The parts necessary for the repairs have been delivered and the repair work is scheduled to begin June 11<sup>th</sup>. The repairs, which should take about a week, will be made by Don Saltzman LLC. The power steering unit was repaired on May 22. Light tower parts have been received. The apparatus will be taken to Fire and Safety Services for the installation of the parts once the repair work has been completed.

Brush 45: The starter motor for the pump has been failing. Replacement of the starter is being researched.

Suburban Utility: This apparatus was taken out of service when the new replacement was delivered. It is sitting outside in the parking area and is used irregularly to transport members to fire school. Recently the battery has failed as the apparatus has not been used enough. After some discussion it was agreed that the apparatus should be evaluated to determine its functionality. A determination as to disposition will be made after the evaluation.

**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, July 9th, 2024 at 7:30 p.m.