

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

**Special Meeting Minutes of December 23, 2024**

**Call to Order** – The special 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:  
Commissioners William Hyncik, Eric Lemon, Michael Parise and William Spohn.

Absent: Commissioner: Ricky Puleio Jr

Also in attendance Deputy Chief Rich Kennedy.

Chairman Spohn opened the meeting noting that the BOFC must act tonight to accept and approve the FY 23 audit and to then to approve the FY 25 budget so that they can be forwarded to the State DLGS for approval.

He noted that the audit was previously electronically circulated to all members of the Board.

**RESOLUTION 2024-23 ACCEPTING THE FY 2023 AUDIT**

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to have made an annual audit of the books, accounts and financial transactions; and

WHEREAS, the Annual Audit Report for the fiscal year ending December 31, 2023 has been completed and filed with the Treasurer of the Board of Fire Commissioners of the Township of Montgomery, Fire District 1 and a copy has been received by each member of the Board of Fire Commissioners; and

WHEREAS, N.J.S.A. 40A-5A-17 requires the governing body of each authority to, within 45 days of receipt of the annual audit report, certify by Resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled “General Comments” and “Recommendations” and to evidence same by a group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the Board of Fire Commissioners have received and personally reviewed the annual audit report, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations" in accordance with N.J.S.A. 40A:5A-17, and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of N.J.S.A. 52:27-52. To wit "A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services) under the provisions of this Article, shall be guilty of a misdemeanor and upon conviction may be fined not more than one thousand dollars (\$1,000) or imprisoned for not more than six months, or both and in addition shall forfeit his office" now therefore be it

RESOLVED, that the governing body of the Township of Montgomery, Fire District No. 1, hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the Annual Audit Report for the fiscal year ending December 31, 2023, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations" and has evidenced the same by signing the group affidavit in the form prescribed by the Local Finance Board.

Chairman Spohn moved the above resolution, which was seconded by Commissioner Parise. The resolution was adopted by a unanimous vote. Attorney Perkins was directed to file a copy of the audit and a copy of the approval resolution with the DCA. He will also publish a synopsis of the audit in the Courier News and file a copy with Montgomery Township Clerk. A copy of the audit will also be posted on the BOFC website.

**FY 2025 Budget** - Chairman Spohn reviewed the revised budget draft which was distributed to the to all members of the board and discussed at the meeting December 10th. No modifications have been made since the last meeting. Total expenditures are projected to be \$1,136,922.00. The amount to be raised by taxation is slightly less than in FY24 and the tax will remain 0.05 per \$100 as in the previous year.

Chairman Spohn moved a resolution approving the draft FY 25 budget. Commissioner Lemon seconded the motion and it was unanimously approved. Commissioner Parise will now load the approved document to the state FAST system

**ADJOURNMENT:** There being no further business to come before the Board, the meeting was adjourned at 8:00 p.m. The next regularly scheduled meeting of the Board will be held on Tuesday, January 14th, 2025 at 7:30 p.m.