

**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 May 14, 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, Eric Lemon, Michael Parise, Ricky Puleio Jr. and William Spohn. Also present: Attorney Eric Perkins, Treasurer Lynn Franchino, Chief Kevin Schroeck and Assistant Chief Rich Kennedy. Absent: Q.P.A. William Newberry

Approval of Minutes – The minutes of the April 9th, 2024 meeting were presented.

Motion to approve the minutes of the April 9th, 2024 board meeting was made by Commissioner Hyncik; 2nd by Commissioner Lemon. Motion passed without objection.

Public Comment – None

Meeting Updates –

Emergency Services – No meeting last month

Fire Prevention – No meeting last month.

Rescue Task Force- In process of planning drill for next month.

TREASURER’S REPORT

Monthly Bills/ Financial Statement Review – A copy of the Treasurer’s report and 2023 Encumbered Check Detail, 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: Advertising: \$65.42; Office Expense: \$364.00.

TOTAL ADMINISTRATION: \$429.42.

Operations: General Operating: Other \$142.00; Maintenance and Repairs: \$359.50; Rental Charges/Apparatus Housing: \$13,090.00; Supplies: \$2,541.41(FY23); \$686.04(FY 24); Training and Education: \$21,275.87; Utilities: \$2,375.43.

TOTAL OPERATIONS: \$37,928.84.

TOTAL OPERATIONS and ADMINISTRATION (FY 24): \$38,358.26

TOTAL OPERATIONS and ADMINISTRATION (FY 23): \$2,541.41

(Additional detail regarding accounts charged and vendors is contained in the Treasurers Report and 2023 Encumbered Check Detail)

RESOLUTION 2024-15 Payment of Bills

Upon certification that there are sufficient encumbered and unencumbered funds in the FY 2023 and 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 2023 Encumbered Check Detail in the total amount of \$40,899.67, allocated to the various administration and operating accounts.

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

Commissioner Hyncik moved a resolution transferring \$75,000.00 from the investment account to the operating account. Chairman Spohn seconded the motion, and it was unanimously adopted.

PURCHASING OFFICER'S REPORT

Chief Schroeck presented three requisition requests. He requested approval to purchase a Bullard Thermal imaging camera at a cost of \$7,542.05; four (4) new Knox boxes (two for the chiefs vehicles, one to replace the existing box on T-45 and one to replace the existing box on 45-3.); two glass cutters for water rescue (\$396.00) and 10 large and 10 extra-large fire gloves in an amount not to exceed \$2,500.00. He noted that the new Knox boxes utilize a key fob rather than a traditional key. This allows the box to maintain additional information about when the key was utilized and who actually used it. The new boxes will not work with the old boxes so there will be a transition period where both keys will be in use. He also indicated that the quoted price does not include installation.

Assistant Chief Kennedy reported that the district does not currently have an account to purchase Knox equipment as it was previously purchased using District 2's account. He is in the process of setting up a District 1 account.

Chair Spohn noted that the purchase of two of the Knox boxes will be covered by capital money from the purchase of the command vehicles. The remaining two Knox box purchases will be charged to the Supplies line. Insurance money from the claim for the loss of the command vehicle will partially cover the purchase of the thermal imaging camera. Ms. Franchino will report on how the purchases are covered when the equipment is received.

Commissioner Lemon made a motion to approve the requests, second by Commissioner Puleio and approved by a unanimous vote.

OLD BUSINESS

Financial Disclosure Forms – Mr. Perkins stated that he received a note from the township clerk confirming that all members of the board filed the required form in a timely manner.

Training Facility: Commissioner Puleio reported that he had reviewed the latest draft of the plan prepared by architect and that it was almost complete. He expects that he will forward the draft to QPA Newberry next week so that the project can be bid in the coming weeks.

Truck Committee: Commissioner Lemon noted that the contract with Pierce has been executed and that delivery time is estimated to be between 50 and 54 months.

ISO Evaluation: Chief Schroeck indicated that correspondence has been received from ISO which maintains a 4 rating. This is a very respectable rating for a company with no paid personnel or on call duty crew. He will continue to work with his officers to enact practices that may improve the rating during the next review.

Generator Replacement: Commissioner Parise reported that Matt Fedun and Brian Voss have been appointed to serve on the committee as representatives of the fire company. The committee will now seek an electrical engineer to assist in developing specifications for the project. Chair Spohn noted that the committee should consider two alternatives, one simply to replace the existing unit and an alternative to expand the units capabilities.

2023 LOSAP – Commissioner Parise noted that the check has been mailed to Corebridge Financial.

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

SS 45 – Chair Spohn indicated that Tom Karsay would work with a small committee to review the restored apparatus to determine if additional improvements can be made.

CHIEF'S REPORT

Chief Schroeck reported that there were 16 calls for service in the month of April. An average of 15 people responded to each call with 3 trucks. In addition to the normal business meeting and truck cleaning, the company completed a drill at 22 Scarborough and a SCESTA drill.

Seven members attended the FDIC conference in April. Each of those attending took multiple classes and had an opportunity to review new equipment on display.

The Chief indicated that the vendors have not yet submitted quotes for the graphics work on the new command vehicles.

Chief Schroeck reported that five members of the company will be recognized by the 200 Club at a ceremony honoring them for their valor in a high-water rescue during a storm in December of 2023.

Engineers Report

45-3: The contractor has completed his work and all equipment has now been installed.

Rescue 45: The apparatus is awaiting parts before repair work can proceed. It remains in service. The power steering pump will also need to be replaced.

ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 8:25 p.m. The next regularly scheduled meeting of the Board will be held on Tuesday, June 11th, 2024 at 7:30 p.m.