

**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 11th, 2025**

**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 Chairman 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 Philip Adams, William Hyncik, Ricky Puleio Jr. and Chairman William Spohn.

Absent: Commissioner Michael Parise

Also present: Chief Kevin Schroeck, Engineer Frank Wendling, Bookkeeper Lynn Franchino, and Attorney Eric Perkins.

**Approval of Minutes** – The minutes of the October 14<sup>th</sup> 2025 meeting were presented.

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

**Public Comment** – None

**Meeting Updates** –

Emergency Services –No meeting last month.

Fire Prevention – Meeting scheduled for November 20<sup>th</sup>.

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: Advertising: \$95.00; Audit: \$11,000.00.

TOTAL ADMINISTRATION: \$11,095.00.

Operations: General Operating Expense: \$2,687.48; Rental Charges/Apparatus Housing: \$13,352.00; Supplies: \$499.30; Training and education: \$250.00; Utilities: \$2,926.02.

TOTAL OPERATIONS: \$19,714.80.

TOTAL ADMINISTRATION and OPERATIONS EXPENSES: \$30,809.80.

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

### **RESOLUTION 2025-19 Payment of Bills**

*Upon certification that there are sufficient encumbered and unencumbered funds in the FY 2025 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 the FY 2025 Encumbered Check Details, allocated to the various administration, operating and capital accounts. Total bills to be paid in the amount of **\$30,809.80.***

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

The 2025 SNSF grant monies in the amount of \$1,779.50 have been received from Montgomery Township.

Ms. Franchino indicated that the insurance premium reimbursement from the fire company in the amount of \$10,225.00 is still outstanding.

It was noted that the interest income reported is below what is expected. Commissioner Hyncik noted that this is likely a timing issue. He will contact the bank to obtain up to date information so that it can be included in the year end numbers at the December meeting. Line-item expenditure adjustments will also be considered at the December meeting.

### **NEW BUSINESS**

**Brush Truck Replacement:** Joe Olenick reported on behalf of the brush truck committee. The committee is recommending the purchase of a Skeeter Build Step-

Side which would be constructed on a Ford F550 frame. This design will allow the driver to control forward fire extinguishment and allow two firefighters, one on either side of the vehicle, to address fire alongside. A fourth firefighter would be able to attack fire from a rear station. The apparatus would have a 300-gallon water tank. The estimated cost of the apparatus is \$392,000. The price will be honored until March of 2026 which will permit voter consideration and approval at the February referendum. Delivery of the apparatus is estimated to occur in 22 to 24 months. The existing 2004 truck will be re-sold. Chairman Spohn moved a resolution establishing an initial referendum date of Tuesday, December 9, 2025. The polls will be open from 6 to 9 p.m. per the requirements of N.J.S.A. 40A:14-84. Assuming passage of the referendum on that date the BOFC would then include the monies in the proposed FY 2026 budget which would be subject to voter approval in February 2026. Commissioner Adams seconded the motion and it was approved by a unanimous vote.

### **OLD BUSINESS**

**Firefighter Credentialling** – Chief Schroeck reported members will be fingerprinted at the firehouse on November 24<sup>th</sup>.

**MEMS Funding**: Chief Schroeck reported that he is still researching which vendor will provide the portable generator at the lowest price. He anticipates that the generator will be purchased in the next month.

**FY 2026 Budget**: The Board considered the draft budget. Chairman Spohn noted that the draft will be considered for approval at the December meeting. Any proposed modifications should be forwarded to him prior to the meeting. Commissioner Adams is working on uploading the draft numbers into the FAST budget format required by the state.

**VFIS Insurance Audit**: The review of fire company policies and procedures is on-going.

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

**Generator Replacement**: No update.

**Gym Equipment** – The purchase order has been issued. Delivery is anticipated in six to eight weeks.

**Foam Replacement** – The old foam has been removed on all but one apparatus which was OOS and not in the firehouse. The vendor is requesting extra compensation as the vendor was required to make a second trip to remove the foam on the remaining apparatus. The vendor has submitted for compensation in an amount equal to the first visit. The BOFC disagreed with the amount given that the work involved was much less during the second visit. It was agreed to offer a

compromise payment to the vendor in the amount of \$2,627.50. ( this revised amount is included in bills paid at the meeting, while payment of the higher amount that had been included in the Treasurer's Report was removed.)

**Training Facility** – Commissioner Puleio reported that he and representatives from the fire company will meet with the contractor next week. The roof of the building is now leaking and needs to be repaired before the winter.

**Surplus Radio Equipment** – The 911 Fund has been non-responsive. Efforts to contact them will continue. The technology of the old equipment may make it unusable for another entity and it may have to be recycled.

### **CHIEF'S REPORT**

Chief Schroeck reported that there were 40 calls for service in the month of October. The Fire Prevention month open house was successfully held on Saturday, October 18<sup>th</sup>. Station 45 responded to a mutual aid structure fire call on Opossum Road on November 7<sup>th</sup>. One member experienced medical issues at the call and was transported to the hospital for evaluation and subsequently released. A claim was submitted to the workers compensation carried although no future medical treatment is anticipated.

Drills for the month included the regular monthly meeting, an officer development drill, company physicals and an extrication drill.

The three sets of fire gear previously approved remain in process awaiting a quote from NJFE. No status report on the items approved for purchase at the August September or October meetings. Four axes and two hooks have been received from the Fire Store in addition to three sets of Veridian structural firefighter gloves.

### **Engineers Report**

Engineer Frank Wendling electronically submitted a report to the Board.

He noted that the lens on the upper forward warning light on 45-3 fell off. He is attempting to obtain a replacement lens. The foot pedal on the mechanical siren on both the drivers and officers sides is sticking. Attempts are being made to repair by cleaning the switches.

**ADJOURNMENT:** There being no further business to come before the Board, the meeting was adjourned at 8:35 p.m. The next regularly scheduled meeting of the Board will be held on Tuesday, December 9th, 2025 at 7:30 p.m.