

**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, 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: Commissioners Eric Lemon, Michael Parise and William Spohn.
Absent: Commissioners William Hyncik and Ricky Puleio Jr.

Also present: Attorney Eric Perkins and Deputy Chief Rich Kennedy.
Absent: Chief Kevin Schroeck, Bookkeeper Lynn Francino

Approval of Minutes – The minutes of the August 13th, 2024 meeting were presented.

Motion to approve the minutes of the August 13th, 2024 board meeting was made by Commissioner Parise; 2nd by Chairman Spohn. Motion passed without objection.

Public Comment – None

Meeting Updates –

Emergency Services – A meeting was held concerning the coordination of emergency services during an emergency event and water rescue procedures.

Fire Prevention – No meeting last month.

Rescue Task Force- A drill was held in Hillsborough last week with three members participating. Another drill will take place on October 19th in Somerville.

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: \$1,981.25; Office Expenses/ Other: \$2,284.63; Professional Services: \$4,250.00.

TOTAL ADMINISTRATION: \$8,515.88.

Operations: General Operating Expenses: \$4,653.37; General Operating/Insurance: \$28,860.00; Rental Charges/Apparatus Housing: \$13,090.00; Maintenance and Repairs:\$2,648.72; Supplies: \$9,845.05; Utilities: \$2,719.71.*

TOTAL OPERATIONS: \$59,816.85.

TOTAL OPERATIONS AND ADMINISTRATION: \$68,332.73.

**A portion of the Supplies expense (\$4,586.43) is related to Tropical Storm IDA damages, for which insurance claim funds have been reserved.
(Additional detail regarding accounts charged and vendors is contained in the Treasurers Report)*

RESOLUTION 2024-19 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 \$68,332.73, allocated to the various administration, operating and capital accounts.

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

Chairman Spohn moved the transfer of \$50,000 from the investment account to the checking account. The motion was seconded by Commissioner Lemon and approved by a unanimous vote.

OLD BUSINESS

Training Facility: The contractor who submitted the single bid has not yet been able to complete the certifications required to permit the BOFC to award a contract.

The bidder will be given additional time to supply the missing item and the matter will be reconsidered at the October meeting.

New Apparatus: No update on the delivery date.

Generator Replacement: The alarm system has been going off. Commissioner Parise will follow up.

Equipment Donation- The equipment has been picked up by the 911 Fund representatives.

Hamlet Court Tank- Deputy Chief Kennedy continues to look into the possibility of outfitting the tank with a float/light alarm.

LOSAP – In the absence of Ms. Franchino the report on the balance of the funds in the LOSAP restricted account will be deferred until the October meeting so that the BOFC can consider the transfer of some monies from that account back into the general fund.

Purchasing Practices – Chairman Spohn noted that he has received a letter of resignation from QPA Newberry. Purchasing responsibilities will be re-allocated to Ms. Franchino and Mr. Perkins during the fall. Mr. Newberry will continue to track items previously ordered. Ms. Franchino will work with the existing software to provide monthly tracking reports going forward.

Boat Registration – Incomplete as of this date.

FY 2025 Budget - Initial preparations are underway.

2024 EMS Allocation – Deputy Chief Kennedy indicated that there has been no response from the EMS representatives as of this date.

2024 Supplemental Fire Service Grant – Deputy Chief Kennedy reported that the officers would have a recommendation at the October meeting.

NEW BUSINESS

Brush Truck Replacement - Chairman Spohn noted that the existing truck is twenty years old and should be evaluated for replacement. The Chief and officers will put together a committee to make recommendations for ballot approval in February of 2026.

CHIEF'S REPORT

Deputy Chief Kennedy reported that there were 29 calls for service in the month of August. Average response time was 9 minutes with 8 members and two apparatus.

Other activities included the monthly business meeting, a truck function drill and two water rescue drills.

The Motorola grant radios remain at Wireless Solutions for programming. Delivery will probably not occur until early 2025.

The graphics will be installed on the new command vehicles in the firehouse on September 24.

Deputy Chief Kennedy reported that the thermal imaging camera has been received as have the bunker pants and the two Vulcan hand lights. Items ordered but not yet delivered include three pair of boots, 16" chain saw, two gear racks for water rescue PPE, foam and two multigas meters.

Engineers Report

Rescue 45: Awaiting repair for damage to paint.

Pump, hose, appliance and ladder testing was conducted by IAA during the last week of August. There were no equipment failures during the tests.

The Hurst tools will be tested this month and Milspray will be scheduled to apply undercoating. Other PM's will be scheduled for the first week of October.

ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 8:20 p.m. The next regularly scheduled meeting of the Board will be held on Tuesday, October 8th, 2024 at 7:30 p.m.