

**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 August 10, 2021

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: W. Spohn, E. Lemon, Wm. Hyncik and Ricky Puleio Jr. Absent: M. Parise. Also present: QPA W. Newberry, Treasurer Lynn Franchino, Attorney E. Perkins, Chief Kevin Schroeck and Deputy Chief R. Kennedy

Approval of Minutes – The minutes of the July 13, 2021 meeting were presented.

Motion to approve the minutes of the July 13, 2021 board meeting was made by Commissioner Parise; 2nd by Commissioner Puleio. Motion passed without objection.

Public Comment – None

Meeting Updates –

Emergency Services –No meeting last month.

Fire Prevention – No meeting last month.

Rescue Task Force- A drill was held last month. Additional training will take place before the RTF becomes active.

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: No administration expenses this month

TOTAL ADMINISTRATION: \$0

Operations: General Operating: Medical \$1036.00; General Operating: Other \$367.62; Insurance: \$5,228.00; Maintenance \$480.19; Repairs: \$1,909.39; Rental Charges/Apparatus Housing: \$12,333.33; Supplies: \$16,835.20; Utilities: \$2,177.38.

TOTAL OPERATIONS: \$46,271.07.

CAPITAL: Pierce Ladder Truck Modifications \$5,894.96

TOTAL OPERATIONS AND CAPITAL: \$52,166.03

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

RESOLUTION 2021-20 Payment of Bills

Upon certification that there are sufficient encumbered and unencumbered funds in the 2021 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 2021 Encumbered Check Detail in the total amount of \$52,166.03 allocated to the various 2021 operating accounts and 2020 capital account.

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

Abstention noted for Chairman Spohn for items for Sunrise Office Systems pursuant to annual notice.

PURCHASING OFFICER'S REPORT

QPA Newberry reported that all of the items ordered at the July meeting were ordered.

There have been multiple communications with Bound Tree to locate the RTF vests which have been ordered.

The helmets which were ordered in December have now been received. It was noted that helmet orders have a 48-to-52-week lead time.

Mr. Newberry has also contacted the vendor regarding the outstanding helmet front.

Mr. Newberry noted that the BOFC minutes have been posted on the website through June.

NEW BUSINESS

The firefighter who took the drone course has successfully completed the class. The practical benefits of using a drone to observe the location and progress of fires was demonstrated at a recent brush fire. The firefighter who completed the class is now considering obtaining a drone license to satisfy statutory and insurance requirements.

Commissioner Lemon noted that the Chief and line officers have been reviewing the purchase of a number of tablets for use in the fire apparatus and officer vehicles. The cost of six tablets would be \$11,255.52. There would also be a monthly service fee which is undetermined at this time. The Chief noted that he had reviewed the use of tablets by adjoining departments and was attempting to follow best practices in acquisition. After an extensive discussion it was agreed that three (3) tablets would be purchased. Their use will be evaluated after they have been in operation.

OLD BUSINESS

Chairman Spohn noted that Chief Schroeck had spoken with the Captain of Squad 47 regarding the squad's request for the purchase of a rehabilitation tent. The Chief indicated that the discussion was very positive and that several communication issues have been resolved regarding EMS assistance at emergency calls. He will continue working out details with the EMS leadership and expects to be able to make a recommendation about the purchase at the September meeting. Mr. Newberry noted that the tent was not on state contract and that he would have to obtain quotes to complete the purchase. Since the Board of Commissioners of District 2 is also involved in the purchase two separate purchase orders will need to be issued to the vendor.

Chairman Spohn laid out the Board concerns regarding the request for the purchase of additional PPE equipment which was initiated last month. He noted that the BOFC wants to provide all necessary PPE but that there are restrictions on how money can be reallocated within the budget. The Chief discussed the requested items noting the condition and age of each item to be replaced. He indicated that some of the equipment was necessary to accommodate new recruits since their company did not have appropriately sized gear. An additional factor was the turnover in line officers from last year. The new line requires PPE appropriate to their responsibilities. After an extended discussion it was agreed that new PPE (coats, bunker pants and boots) would be purchased in the amount of \$16,880.92. Commissioner Hyncik moved approval of a resolution to this purchase. The resolution was seconded by Commissioner Puleio and unanimously approved.

Two quotes were received for the washer and dryer. Each quote was exclusive of the installation of the necessary electric and plumbing. The lower of the two quotes

was submitted by Super Laundry Equipment Corporation in the amount of \$24,650.00 for a Unimax washer and dryer. The company recommends that the units be installed first. The electric and plumbing can then be run to the units.

Chairman Spohn moved the award of the purchase contract to Super Laundry Equipment Corporation in accordance with the bid. Commissioner Hyncik seconded the motion and the Board unanimously voted to approve the contract.

Chairman Spohn moved a separate resolution to in the amount of \$3,640.00 to install a plumbing trough and two pump injector system. Funding for these elements will be from the general operations account. Commissioner Hyncik seconded this motion which was then adopted by a unanimous vote.

CHIEF'S REPORT

Chief Schroeck reported that there were 19 calls in the month of July. In addition to the normal business meeting and truck cleaning, a number of drills were conducted including a pump drill and a swift water rescue drill.

The Chief is following up on the replacement TFT valve for the tower. The original was returned to Continental as it was the wrong size.

Engineers Report

Engine 45-2: Elizabeth Truck has received most of the parts necessary to repair the damage done to the apparatus at the Province Line Road call. It is anticipated that the apparatus will be OOS on or about August 25th for completion of the repairs.

Utility 45: Annual PM completed by Harlingen Garage

Car 45-2: Annual PM completed at Harlingen Garage. In addition to the normal maintenance the engine mounts were replaced at a cost of \$878.35.

Confires performed inspections on all of the fire extinguishers. The quote for hydrostatic testing and fills was \$1,037.00 but no invoice has been received yet.

Car 45-1: A dent was discovered in the back lift gate. A claim will be filed with the insurance carrier.

ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 8:50 p.m. The next regularly scheduled meeting of the Board will be held on Tuesday, September 14th, 2021 at 7:30 p.m.