

**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 April 12, 2022

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: Michael Parise, Ricky Puleio Jr. and William Spohn. Absent: William Hyncik and Eric Lemon. Also present: QPA William Newberry, Attorney Eric Perkins, Treasurer Lynn Franchino, Chief Kevin Schroeck and Deputy Chief Rich Kennedy.

Approval of Minutes – The minutes of the March 8, 2022 meeting were presented.

Motion to approve the minutes of the March 8, 2022 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 – The first fire prevention committee in more than three years was held last month. Fine monies collected during that period now total \$6,352.13. The Chief will develop a list of items to be purchased with these monies and share it with the BOFC.

The fire inspectors will now actively look at fire lanes during their inspections to make certain that they are clear of vegetation and that the painting is not faded.

The Committee discussed the issue of uniform standpipe connections. Storz was the standard but District 1 has now implemented two 2 ½ connections. There are a mix of connectors on buildings throughout the district and township. Once a building is constructed the connection is fixed for the life of the building.

Rescue Task Force- No meeting last month.

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: Election: \$874.25 (FY22); Office Expenses: \$360.00 (FY22);

TOTAL ADMINISTRATION: \$1,234.25 (FY 22).

Operations: General Operating: Medical \$568.00(FY 22); General Operating: Other 355.05(FY 22); Insurance: \$40,757.71; Maintenance & Repairs: \$40,340.86(FY22); Rental Charges/Apparatus Housing: \$12,500(FY22); Supplies: \$2,158.38 (FY22); Training and Education: \$5,935.99 (FY22); Turn Out Gear: \$52.50(FY22); Turn Out Gear; \$16,468.92(FY21) Utilities: \$3,016.17(FY22).

TOTAL OPERATIONS: \$106,918.91 (FY22).

LOSAP: \$55,924.00(FY21)

SUPPLIES/TURN OUT GEAR: \$16,468.92 (FY21)

TOTAL OPERATIONS, ADMINISTRATION and LOSAP (FY21 and FY22): \$179,311.83

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

Ms. Franchino noted that the BOFC checking account does not contain enough monies to pay the monthly invoices. Chairman Spohn made a motion to approve the transfer of \$100,000.00 to the operating account. Commissioner Puleio seconded the motion and it was unanimously approved.

RESOLUTION 2022-15 Payment of Bills

Upon certification that there are sufficient encumbered and unencumbered funds in the FY2022 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 FY2022 Encumbered Check Detail in the total amount of \$179,311.83, allocated to the various administration and operating accounts.

Motion to approve accept the Treasurer's report and approve payment of the bills by Commissioner Parise, 2nd Puleio. Resolution Ayes: Spohn, Parise 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 he has located two new 2022 Chevy Tahoe command vehicles. The vehicles were ordered for another entity which subsequently canceled the contract. They will not be available until June or July but can now be ordered under State contract at a cost of \$57,043.28 each. The purchase price does not include the command box or graphics. It is unclear if the price includes Wi-Fi. Chairman Spohn moved approval of a resolution approving the purchase of the two vehicles. Commissioner Puleio seconded the motion and it was approved by a unanimous vote.

The utility truck has been delivered to the supplier and is being outfitted. Mr. Newberry is working on a vendor to provide the graphics. The radio belts and ram mounts remain on backorder with no confirmed delivery dates.

NEW BUSINESS

Boat Trailer: Chairman Spohn noted that the Drexel student project needed approval to proceed after the last meeting. He moved a resolution ratifying his approval by the BOFC in an amount not to exceed \$4,000.00. Commissioner Puleio seconded the motion and the resolution was unanimously approved.

Insurance Certificates: A condition of the BOFC insurance property policy requires the BOFC to obtain certificates of insurance from all vendors working at the firehouse to provide proof that they have adequate coverage. Ms. Franchino will provide a list of vendors to the Chair.

I-Pad Repair Coverage: One of the I-Pads fell from an apparatus and was damaged beyond repair. Chairman Spohn moved a resolution approving the replacement of the broken I-Pad and Applecare coverage for three I-pads for a total amount of \$1,922.00. Commissioner Parise seconded the motion which was unanimously approved.

OLD BUSINESS

FY2021 Audit: The audit paperwork will be transmitted to the auditor as soon as possible so that the audit can be completed on time.

2021 LOSAP – The proposed 2021 LOSAP allocations have been reposted on the firehouse bulletin board and no comments have been received. The LOSAP funds are to be awarded to 11 life and 20 active members. Chairman Spohn moved a resolution approving the transfer of the allocations in the amount of \$55,924.00 to

the individual member accounts. Commissioner Parise seconded the motion and it was unanimously approved.

Financial Disclosure Statements: BOFC members were reminded that they should have received an email from the Township Clerk containing information on the annual disclosure statement which must be filed by April 30th.

CHIEF'S REPORT

Chief Schroeck reported that there were 27 calls in the month of March. In addition to the normal business meeting and truck cleaning, a number of drills were conducted including the use of handlines, ground ladders, hydrant procedures and rescue jacks.

Efforts to complete the plumbing for the washer and dryer are now underway.

The Chief reported that five officers will attend FDIC at the end of the month

Chief Schroeck also requested approval to purchase five helmet fronts from N.J. Fire Equipment for the sum of \$288.00.

Commissioner Pulieo moved approval of both expenditures. Commissioner Parise seconded the motion and the resolution passed unanimously.

Engineers Report

Tanker 45: Replacement of the ECM and batteries has been completed and the apparatus has been returned to service..

Tower 45: Fire and Safety Services is still researching the problems with the electric siren.

Engine 45-2: The apparatus was emitting black smoke. Repairs were completed.

Engine 45-3: The light tower has been repaired and the apparatus is back in service

Rescue 45: Red-Line is scheduled to begin the modifications to accommodate the new rescue jacks.

SS45: The apparatus has been returned to the firehouse. Repair work continues. It was noted that the BOFC needs to obtain a salvage title from to document its history. The "new" apparatus is still covered by insurance.

Tablets: The holders have not been received.

ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 8:30 p.m. The next regularly scheduled meeting of the Board will be held on Tuesday, May10th, 2022 at 7:30 p.m.