

**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 11, 2023

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: QPA William Newberry, Attorney Eric Perkins, Treasurer Lynn Franchino.

Approval of Minutes – The minutes of the March 14th, 2023 meeting were presented.

Motion to approve the minutes of the March 14th, 2023 board meeting was made by Commissioner Hyncik; 2nd by Commissioner Puleio. Motion passed without objection.

Public Comment – None

Meeting Updates –

Emergency Services – Commissioner Puleio attended the meeting on March 22nd. He indicated that the meeting was well attended by the mayor, municipal representatives and representatives from Station 46 and Squad 47. Among other topics, the group discussed the pre-positioning of apparatus in secure locations in the event of a predicted natural event such as a flood. The group also discussed the possible location of shelters in the community in the event that evacuations were necessary. The next meeting will be in September.

Fire Prevention – No meeting last month.

Rescue Task Force- The RTF was activated on April 1st. A joint drill was held on April 1st with Station 46 and Squad 47.

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: Elections: \$4,545.48.

TOTAL ADMINISTRATION: \$4,545.48.

Operations: General Operating: Other \$439.80; Maintenance & Repairs: \$900.00; Rental Charges/Apparatus Housing: \$12,833.33; Training and Education: \$1,384.00; Utilities: \$2,916.41; General Operations: Turnout Gear \$22,210.00 (FY22).

TOTAL OPERATIONS: \$40,683.54.

TOTAL OPERATIONS AND ADMINISTRATION: \$45,229.02

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

RESOLUTION 2023-15 Payment of Bills

Upon certification that there are sufficient encumbered and unencumbered funds in the FY 22 and FY23 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 23 Encumbered Check Detail in the total amount of \$45,229.02, allocated to the various administration and operating accounts.

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

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

Ms. Franchino noted that she would need to transfer money into the checking account to pay the monthly bills. Commissioner Hyncik moved approval to transfer the sum of \$140,000. Commissioner Puleio seconded the motion, and it was unanimously approved.

Commissioner Hyncik noted that the capital money had been invested in T-bills and was earning interest at a much-improved rate. Evaluation of banking relationships with an intention to reduce the number of relationships is on-going.

PURCHASING OFFICER'S REPORT

QPA Newberry noted that he has received new quotes for the two additional sets of Swiftwater gear. The price has gone up approximately \$400 per set. The quote is in the amount of \$4,122.04. These items were approved prior to the end of last year and will be charged to the FY 22 budget.

Mr. Newberry indicated that he has issued purchase orders for the GearGrid Locker and PPE items to be purchased from All Hands Fire and approved at the March meeting.

He noted that he is continuing to work with the vendor to address the issue of the soap injector on the washer.

The chief has requested the purchase of a generic elevator key and Mr. Newberry will follow through on the purchase of same.

NEW BUSINESS

Truck Committee: Chairman Lemon reported that he has not yet received price quotes from the dealer's representative. It was noted that this has been an on-going issue since last fall. Some progress appears to have been made as the vendor is indicating that it can deliver an apparatus with the IDEX SAM pump. Chairman Spohn requested that the committee obtain two quotes, one with the SAM pump and one without, by next month's meeting.

Financial Disclosure Statements: BOFC members were reminded to anticipate receiving an email from the Township Clerk containing information on the annual disclosure statement which must be filed by April 30th.

ISO Evaluation: The ISO representative would be conducting an evaluation of the district by the end of the month.

Generator Replacement – Chairman Spohn request Mr. Newberry begin the process of soliciting vendors for price information on the replacement generator. A number of company names were suggested. Commissioner Parise will provide a copy of the specifications of the existing generator. Mr. Newberry indicated that the cost of the project is likely to require that it will be bid. The bid will be for the generator itself; installation will be an additional charge.

OLD BUSINESS

Training Facility – Commissioner Puleio reported that the trustees of the fire company have approved the use and improvements of the training facility. Michael Fedun Esq., the attorney who did the original legal work when the facility was

purchased, has been contacted and has agreed to work on the required land use variance. A lease agreement addendum is in process to cover liability and other issues during the construction of the facility improvements. The addendum will lapse upon the completion of the facility.

Grant Application - No new information.

Command Vehicles – A contractor has been identified to install the graphics on the vehicles. The trunk boxes should be delivered shortly. Work is on-going to determine what radio equipment needs to be installed in the vehicles.

Utility Truck – The apparatus has been painted and the emergency lights have been installed. The next step is having graphics placed on the apparatus.

CHIEF'S REPORT

Chief Schroeck reported that there were 17 calls for service in the month of March. In addition to the normal business meeting and truck cleaning, activities included a rescue jack drill, driver refresher training and a drill at the Upper Middle School.

Engineers Report

Tanker 45: The Engineer and other fire company personnel discovered the source of the air leak. The leak has been repaired and the apparatus is back in service.

Engine 45-2: The apparatus is out of service for engine acceleration issues. Stewart and Stephenson's Atlantic will replace the injectors and looking into the acceleration issues during the week of March 23rd.

Rescue 45: Redline has been contacted to install the airbags and is expected to begin the work by the end of the month.

Special Services 45: SS45 is still awaiting parts. Hopefully it will be completed by the end of this month.

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, May 9th, 2023 at 7:30 p.m.