

**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 11, 2020

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 offices and provided to any person requesting same prior to the meeting.

Roll Call – Upon Roll Call the following Commissioners were present: W. Spohn, W. Hyncik, E. Lemon and M. Parise and Ricky Puleio Jr. Also present: QPA W. Newberry, Attorney E. Perkins, and Chief Jeff Huxley, Asst. Chief Rich Kennedy
Absent: Treasurer Lynn Francino

Approval of Minutes – The minutes of the July 14, 2020 meeting were presented for approval.

Motion to approve the minutes of the July 14, 2020 board meeting by Commissioner Hyncik; 2nd by Commissioner Parise. Motion passed without objection.

Public Comment – None

Meeting Updates - Emergency Services – No report
Fire Prevention – No report

TREASURER’S REPORT

Chairman Spohn noted that the \$100,000 transfer into the checking account was completed. A check representing the first and second quarter installments of tax proceeds has been received from Montgomery Township. On motion of Chairman Spohn, seconded by Commissioner Hyncik, the Treasurer was directed to transfer the sum of \$200,000 from the checking account to the investment account.

Chairman Spohn reported that a supplemental check in the amount of \$4,964.17 for the additional damage to E45-3 discovered during the repairs was received.

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:

Operations: Insurance \$1,925.00; Repairs \$15,989.50; Rental charges \$12,200.00; Utilities \$2,232.15; General Operations \$8,053.12.

Capital: \$3,157.20

Total Administration, Operations and Capital: \$43,556.97.

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

RESOLUTION 2020-19 – Payment of Bills

Upon certification that there are sufficient encumbered and unencumbered funds in the 2020 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 in the total amount of \$43,556.97 allocated from the various 2020 operating accounts.

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

Abstention noted for Chairman Spohn for limited items pursuant to annual notice.

PURCHASING OFFICER’S REPORT

QPA Newberry reported that all items approved in July for purchase from the operating account have been received. Items to be purchased from the capital account are in process. The Chief has requested approval for the purchase of microphone clips in the amount of \$320.00.

Motion to approve purchase of the above item by Commissioner Hyncik, second by Commissioner Puleio. The motion was unanimously approved.

NEW BUSINESS

Chairman Spohn noted that the web site domain name expires in the coming months. Renewal for another five-year term will be in the amount of \$104.95.

Commissioner Hyncik made a motion to approve payment of this amount, seconded by Commissioner Lemon. The motion passed unanimously.

The Chairman suggested that Squad 47 be contacted about their equipment needs as it appears that it may not be possible to purchase items for the Active Shooter Task Force during this budget cycle.

Chairman Spohn indicated that he would begin the FY 2021 budget process by distributing initial documentation to the BOFC. The Board discussed the inclusion of certain capital items including the purchase of a pick-up truck as a replacement for the Suburban as a utility vehicle. A public hearing will to approve capital items will be held at a date to be determined in the fall.

The documentation for the FY19 audit will be forwarded to the auditor immediately. It was noted that the FY21 budget approval cannot be completed until the audit has been received by the DCA.

OLD BUSINESS

Email Accounts: Chairman Spohn continues to work to establish individual email accounts for all commissioners so that all BOFC related correspondence will be conducted and preserved.

Background Check Policy – Review with company members continues.

Gear Washer/Dryer – Continuing review of options. A meeting with the salesperson is scheduled.

New Aerial Apparatus –The registration of the apparatus with the State Division of Motor Vehicles is incomplete due to delays with that agency.

Rescue Task Force – No action since the last meeting given the priority of the Covid virus response.

Weight Room – Investigation of alternatives continues.

CHIEF'S REPORT – Chief Huxley reported that there were 25 calls in the month of July. Activities for the month included a district scavenger hunt and truck/equipment checks. Training continues on the new T45.

The Chief requested reimbursement to the Chief's account in the amount of \$128.48 for food provided in connection with the extended duty during the Isaias storm.

A motion to approve the requested reimbursement was made by Commissioner Hyncik, seconded by Commissioner Lemon and approved by a unanimous vote.

Engineers Report

T45 had an issue with overheating brakes. The brakes were examined by F&SS and found to be out of alignment. An engine fault code has appeared on the panel. F&SS is investigating. An air leak has been discovered at the base of the platform. F&SS will assess the issue. New equipment continues to be received and mounted on the apparatus.

E45-3 has an inoperable a/c unit. F&SS is scheduling service. Previously approved space optimization improvements have been completed by Redline.

R45's the high-pressure line reel was tightened to address spooling issues. The shelf on the rear passenger compartment was relocated.

TASC provided a quote in the amount of \$2,405 to replace the OOS hydraulic lines on R45. This will be charged to the maintenance and repair budget.

The equipment on E45-2 will tested when the new hydraulic lines are installed on R45.

Confires has completed all annual servicing.

Approval was requested to build four 5" pony lines from hose that failed the hose test. TASC quotes the cost of this work at \$520.00.

Purchases of four 5' to 3" Storz female swivel adaptors for T45 were requested along with two 2.5 gallon water cans.

Commissioner Lemon recommended that the BOFC approve undercarriage spraying on all apparatus to deter rust. Application of the product by MILSPRAY would require \$2,487.56 annually. The Chief endorsed the recommendation.

Commissioner Hyncik moved approval of the Engineers requests; Commissioner Pulieo seconded the motion which was then unanimously approved.

ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 8:40 p.m. The next regularly scheduled meeting of the Board will be held on Tuesday, September 8, 2020 at 7:30 p.m.