

**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 July 13, 2021

Call to Order – The regularly scheduled meeting of the Board of Fire Commissioners was called to order at the firehouse at 7:34 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, M. Parise, Wm. Hyncik and Ricky Puleio Jr. Late: E. Lemon. Absent: Attorney E. Perkins. Also present: QPA W. Newberry, Attorney E. Perkins, Treasurer Lynn Franchino, Chief Kevin Schroeck, Deputy Chief R. Kennedy, and Safety Officer Jeff Huxley, and Captain Ron Gershel and Fleet Sergeant Don Snedeker of Montgomery EMS Squad 47.

Approval of Minutes – The minutes of the June 8, 2021 meeting were presented.

Motion to approve the minutes of the June 8, 2021 board meeting was made by Commissioner Hyncik; 2nd by Commissioner Parise. Motion passed without objection. Commissioner Lemon had not yet arrived.

Public Comment – None

Montgomery EMS

Utilizing the Board's budgeted EMS funds, Captain Ron Gershel of Squad 47 presented the idea of purchasing a 20' x 10' Sunbelt Inflatable Medical Rehab Tent, with the cost being shared with the Board of Fire Commissioners District 2. Captain Gershel stated that this tent is a much more robust rehab tent, and more suitable for all weather conditions than the one currently available in the rehab trailer. He also mentioned that Princeton Fire Company uses this type of tent for winter water rescue training, and that this tent has been seen in actual use at a recent fire response in Hillsborough by the Green Knoll Fire Company. Board members discussed the question of shared ownership with District 2, as items purchased by the Board become the property of the Board. Though this type of rehab tent could be very advantageous to the Fire Company, Chief Schroeck and Board members felt the frequency at which the rehab trailer was brought to Fire Company responses by

MEMS needed to be scaled up in order to warrant this purchase. Captain Gershel was asked to report back within the next several months regarding changes the Squad would make in order to have the rehab trailer more available to Fire Company personnel. Captain Gershel was also asked to determine whether this Sunbelt Inflatable Tent was available through State Contract, and if it is not, was directed to obtain multiple quotes for the Board to consider. Chairman Spohn indicated that further discussion was needed.

Meeting Updates –

Emergency Services –No meeting last month.

Fire Prevention – No meeting last month.

Rescue Task Force- No meeting last month.

TREASURER'S REPORT

Monthly Bills/ Financial Statement Review – A copy of the Treasurer's Report and 2020 Encumbered Check Detail 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: \$1,011.03, Office Expenses: \$305.94

TOTAL ADMINISTRATION: \$1,316.97

Operations: General Operating: Medical: \$518.00, Other \$1,922.26 (plus \$218.22 added at the meeting, see Chief's Report), Supplies: \$127.60, Insurance: \$5,228.00, Rental Charges/Apparatus Housing: \$12,333.33, Maintenance and Repairs: \$9,012.81, Training and Education: \$1,800.00, Utilities: \$1,998.29.

TOTAL OPERATIONS: \$33,158.51

TOTAL 2021 OPERATIONS AND ADMINISTRATION: \$34,475.48

2020 GENERAL OPERATING: \$734.79

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

RESOLUTION 2021-19 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 (as modified) and 2020 Encumbered Check Detail in the total

amount of \$34,475.48 and \$734.79 respectively, allocated to the various 2021 and 2020 operating accounts.

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

PURCHASING OFFICER'S REPORT

QPA Newberry reported that the items ordered from Grainger, approved at the June meeting, have all been received.

NJ Fire Equipment will swap one medium mask with the Scott Sight Pro package for a large mask (PO #2021-80, 5/11/2021).

Turn Out Gear – According to a June 26 email from the vendor, NJFE, two incorrect sets of bunker pants (R. Kennedy and K. Schroeck) have been returned to the factory and the corrected order should be received soon.

The rescue task force equipment has been received from Bound Tree. Bound Tree has agreed to swapping out the red vests ordered with black vests if return shipping was paid by the Board. Chief Schroeck returned the red vests.

Purchase Order (PO #2021-110, 6/8/2021) for a new utility truck from Beyer Ford has been sent to Chief Schroeck for signatures and to forward to vendor.

QPA Newberry, Chief Schroeck and Deputy Chief Kennedy met with representatives from UniMac regarding the commercial washer/dryer purchase. It is hoped to move forward with a formal request for Board approval at the next meeting.

Helmets and helmet fronts remain on back order.

Engineer Lemon will schedule the annual testing approved at the June meeting and will forward the aerial specifications in order to get quotes for annual testing.

Requisition requests are as follows:

From The Fire Store (Witmer): Two (2) MSA Altair Gas Detectors at a cost of \$560.80 each, chargeable to Supplies; ten (10) North American Combat Tourniquets at a unit cost of \$25.00, chargeable to General Operating, three (3) Elite Trauma Bags at a cost of \$200 each, chargeable to Supplies, and one (1) case of On-Scene Decon Fire Wipes at a cost of \$257 (including shipping), chargeable to General Operating.

From Motorola Solutions: Two (2) APX Portable Radios for Utility Truck at a cost of \$7,161.75 each, chargeable to the Utility Truck Capital Account.

From Continental: One (1) Harrington Hydrant Assist Valve at a cost of \$1,582 (including shipping), chargeable to Supplies.

Commissioner Hyncik moved approval of the purchases as follows: all purchases requested from The Fire Store listed above, allowing for a higher quantity of the North American Combat Tourniquets to be ordered than were requested, for one (1) APX Portable Radio from Motorola (consideration of the second requested radio to be considered at a later date), and one (1) Harrington Hydrant Assist Valve from Continental. The motion was seconded by Parise and unanimously adopted.

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

NEW BUSINESS

None

OLD BUSINESS

CHIEF'S REPORT

Chief Schroeck reported that there were 16 calls in the month of May. In addition to the normal business meeting, two drills were conducted: at the Upper Middle School on June 21 and a Nursing Drill on June 28. A NJMVC critique was conducted on June 14.

Reimbursements to the Chief's Account for the UPS Store (shipping of vests to Bound Tree), \$133.50, and truck cleaning supplies from Ardex Laboratories, \$84.72, were added to the bill list and paid at this meeting. Reimbursement to the Chief's Account for the Chief's Meeting expense, \$260.48, will be paid at the August meeting.

Chief Schroeck requested Board approval to purchase multiple sets of Turn Out Gear to replace expired gear and to provide necessary gear for new members. Though the Board, without question, fully acknowledged the need for appropriate gear, the full purchase of the Chief's request would exceed the budgeted amount for this line item. New gear necessitated by the change in Fire Company Officers as well as gear for new members could not have been fully anticipated when 2021 budget discussions began in the fall of 2020. Sufficient allowances were made, however, in the Board's budget to address the replacement of gear expected to expire. QPA Newberry requested an opportunity to discuss the way in which this purchase could be appropriately made with Attorney Perkins and would report back to the Board at

the August meeting. In the interim, Commissioner Hyncik moved approval to purchase one (1) set of Turn Out Gear for Captain Puleio, whose gear can no longer be repaired satisfactorily. The motion was seconded by Commissioner Parise and carried unanimously. Further discussion is expected at the next meeting.

ENGINEER'S REPORT

Engine 45-2: Apparatus went back into service on July 12 after returning from Absolute for repair of the air system failure and completion of the annual preventative maintenance. Engineer Lemon spoke with Elizabeth Truck on July 13 regarding the light tower, light stand, rear flasher, light bars and body work. Parts are expected on or about August 15, and once received, Engine 45-2 will go to Elizabeth Truck for completion of repairs.

Tower 45: Red Line completed the mounting of all items on June 18, 2021.

Tanker 45: The water level lights were flashing due to malfunction. Fire and Safety completed the repair to the ground wires located behind the dash console on June 23, 2021.

Brush 45: Harlingen Garage completed the annual preventative maintenance on June 30, 2021. Repairs to the pump throttle and a reconfiguration of the tank to pump handle was done at the same time. The original configuration would not function correctly as the linkage became bound through the life of the vehicle.

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, August 10th, 2021 at 7:30 p.m.