

**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 October 12, 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, M. Parise and Ricky Puleio Jr. Also present: QPA W. Newberry, Treasurer Lynn Franchino, Attorney E. Perkins, Chief K. Schroeck.

Approval of Minutes – The minutes of the September 14, 2021, meeting were presented.

Motion to approve the minutes of the September 14, 2021, board meeting was made by Commissioner Hyncik; 2nd by Commissioner Puleio. Motion passed without objection.

Public Comment – Richard Karsay appeared to make a presentation on behalf of the Board of Trustees of the fire company. He noted that the lease between the BOFC and fire company expires on December 31, 2022. The fire company is facing a number of capital improvements. Specifically, the roof on the firehouse needs to be replaced and the building needs new siding. The cost of these projects is expected to be approximately \$450,000.00. The Board of Trustees is requesting a 2% increase in the annual rent and that the rent increase be incorporated into the new lease agreement so that rent increases 2% annually under that agreement. The last rent increase in the amount of 1% was incorporated in the 2021 budget. The rent had not increased for three years prior to the 2021 increase. The fire company is currently paying down a mortgage of approximately \$900,000 which includes the cost of the acquisition of the property next door to the firehouse. He pointed out that the cost of operation continues to increase annually and that the Board of Trustees annual maintenance projects are for the benefit of the BOFC. The cost of the annual resealing of the driveway and apron areas is \$9,000 itself.

Chairman Spohn indicated that the BOFC would appoint a committee to consider the issue. He will appoint two members of the BOFC to serve on the committee along with Mr. Karsay.

Meeting Updates -

Emergency Services –No meeting last month.

Fire Prevention – No meeting last month. The fire company will host an Open House for fire prevention month this coming Saturday.

Rescue Task Force- A drill was held at Carrier Clinic this month. The six RTF have now been received.

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: Office Expenses: \$58.00.

TOTAL ADMINISTRATION: \$58.00.

Operations: General Operating: Other \$1,239.05; Insurance: \$5,228.00; Maintenance and Repairs: \$1,456.21; Rental Charges/Apparatus Housing: \$12,333.33; Supplies: \$1,920.00; Training and Education: \$5,754.01; Utilities: \$2,062.26.

TOTAL OPERATIONS: \$29,992.86.

TOTAL ADMINISTRATION and OPERATIONS: \$30,050.86.

2020 ENCUMBERED CHECK DETAIL REPORT: Ms. Franchino noted that her June 8, 2021 report needs to be amended to void the previous payment to Bound Tree for the rescue task force equipment. The amendment reduces the amount paid from \$5,385.50 to \$5,339.94. This amendment also adjusts the amount charged to the Turn Out Gear line in the budget.

(Additional detail regarding accounts charged and vendors is contained in the Treasurers Report and the 2020 Encumbered Check Detail report)

RESOLUTION 2021-22 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 \$30,050.86 allocated to the various 2021 operating and capital accounts.

Motion to approve accept the Treasurer's report and 2020 Encumbered Check Detail report and to approve payment of the bills by Commissioner Hyncik, 2nd Lemon. Resolution Ayes: Spohn, Hynick, Lemon, 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 the rescue task force vests were finally delivered on September 27th.

The washer and dryer are scheduled to be delivered on or about October 15th.

No information is available on the delivery of the four sets of turnout gear which have been ordered.

The vendor helmet front was delivered.

A purchase order has been issued for the testing of the SCBA units.

MES picked up the Hurst strong arm unit to assess the problem with the unit.

The MSA single gas detectors have been ordered but are on back-order.

The XTF 2500 radios are no longer in production. The Chief and company are still compiling information on the value of other equipment that was either damaged or destroyed during Ida.

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

OLD BUSINESS

A letter was sent to the Montgomery Rotary thanking them for their contribution of 45 Marine which was used extensively for rescues during Ida.

Chairman Spohn noted that 45-C1 has been declared a total loss by the insurance adjuster. The BOFC will be reimbursed \$36,000 for the claim. Additional funds may be recovered on the claim if certain equipment (lightbar, sirens) are not

recoverable. The BOFC needs to turn the apparatus over to the insurance company to complete processing of the claim.

Commissioner Hyncik moved a resolution authorizing Chairman Spohn to execute all documentation necessary to complete the transfer. Commissioner Lemon seconded the motion, and it was unanimously approved.

The Board discussed the replacement of 45-C1. Replacing the vehicle and outfitting the new vehicle with appropriate equipment, lights and radios will cost approximately \$90,000. The cost of this acquisition would be offset by the insurance settlement.

The Chairman noted that the Special Services vehicle is also likely a total loss. At the present time the apparatus is awaiting evaluation by an insurance appraiser. Even if the vehicle is declared a total loss, it may have salvage value.

Insurance repairs to Tower 45 are ongoing.

NEW BUSINESS

Chairman Spohn noted that the BOFC has received the 2021 CNC form from the Montgomery Township Tax Assessor. The form indicates total assessed value for the district in 2021 is \$1,975,825,818. New construction was valued at \$23,079,277. This would increase district tax revenue by \$11,539.63 based on the 0.050% rate.

The Chairman distributed copies of a draft of the FY22 budget for discussion. The BOFC conducted a line by line review the draft. It was generally agreed that the line item for per diem firefighters could be removed given increased volunteer membership and response. An increase in the turn-out gear line item was suggested in view of the increased cost of such gear and the need to outfit new members. There is also a clear need to purchase additional water rescue equipment based on the experience of Ida.

The C45-2 vehicle is scheduled for replacement in FY 22. The loss of C45-1 requires that vehicle also be replaced. Commissioner Hyncik moved to establish the date of November 9th for a referendum of FY22 capital expenditures in the amount of \$180,000 for the replacement of both command vehicles. The referendum would be held between the hours of 6 p.m. and 9 p.m. before the regular monthly meeting of the BOFC. Commissioner Parise seconded the motion which was then unanimously approved.

CHIEF'S REPORT

Chief Schroeck reported that there were 22 calls in the month of September. In addition to the normal business meeting and truck cleaning, the company engaged in a critique of operations during Ida as well as an extrication drill using rescue jacks.

Chief Schroeck requested approval to purchase 15 Nomex hoods, 6 Streamlight Vulcan LED lights and one 10lb sledgehammer with a fiberglass handle from Fire Hooks Unlimited. QPA Newberry indicated that the cost of these items was \$1,768.00 which could be charged to supply budget. Commissioner Hyncik moved approval of the purchases, seconded by Commissioner Puleio and unanimously approved by a vote of the board.

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: Parts are in for the light tower and other material fixes at Elizabeth Truck Center. The apparatus will be OOS for the repairs during October 25th.

Car 45-1: The car has been moved to the firehouse for security purposes while final disposition is determined.

T45: Fire and Safety performed maintenance based on Class 8 Appraisal with a full check of the apparatus beyond the engine system. The apparatus was returned to the firehouse on October 12 however a fault was displayed during transit. The apparatus remains OOS until Fire and Safety determine the nature of the fault.

Special Services 45: Apparatus remains OOS after being towed to Harlingen Garage for safe storage.

The Apple tablets have been ordered. Engineer Lemon suggest that the BOFC obtain cloud-based system software for maximum efficiency of the devices. The product "System Manager" is available at a fee of \$240 for all the devices for a three-year term. Commissioner Hyncik moved approval of the purchase of the software. Commissioner Parise seconded the motion which was approved on a vote of 4-0. Chairman Spohn abstained from the vote.

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, November 9th, 2021, at 7:30 p.m.