

**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 December 14, 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, M. Parise and Ricky Puleio Jr. Absent W. Hyncik and E. Lemon Also present: QPA W. Newberry, Treasurer Lynn Franchino, Attorney E. Perkins, Deputy Chief Rich Kennedy.

Approval of Minutes – The minutes of the November 9, 2021, meeting were presented.

Motion to approve the minutes of the November 9, 2021, 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 – No meeting last month.

Rescue Task Force- No meeting.

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: \$4,355.94; Professional Services: \$3,400.00.

TOTAL ADMINISTRATION: \$7,755.94.

Capital Outlay Expense: \$23,425.00 (washer/ dryer)

Operations: General Operating-Medical: \$11,965.00; General Operating-Other: \$34,834.17; Insurance: \$6,487.00; Maintenance and Repairs: \$26,119.27; Rental Charges/Apparatus Housing: \$12,333.33; Supplies: \$1,211.60; Training and Education: \$1,343.00; Turnout gear: \$4,426.23; Utilities: \$2,184.83.

TOTAL OPERATIONS: \$100,904.43.

TOTAL ADMINISTRATION, OPERATIONS AND CAPITAL: \$132,085.37.

(Additional detail regarding accounts charged and vendors is contained in the Treasurers Report and the 2021 Encumbered Check Detail report)

RESOLUTION 2021-24 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 \$132,085.37 allocated to the various 2021 operating and capital accounts.

Motion to approve accept the Treasurer's report and 2021 Encumbered Check Detail report and to approve payment of the bills by Commissioner Spohn, 2nd Parise.

Resolution Ayes: Spohn, Parise and Puleio. Nays: None

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

RESOLUTION 2021-25 FY 2021 Budget Transfers: The New Jersey statutes provide that the Board must ensure that all accounts have sufficient amounts in them so that no account is in negative status at year end. Ms. Franchino noted that the several accounts require a transfer of funds. The following transfers were proposed:

Office Expenses: \$4,000.00

Supplies: \$15,500.00

General Operations: \$5,000.00

Turnout Gear: \$15,000.00

Chairman Spohn moved that monies be transferred from the per diem firefighter account to fund the accounts set forth above. Commissioner Puleio seconded the motion, and it was adopted by a unanimous vote.

PURCHASING OFFICER'S REPORT

QPA Newberry reported that there has been no update on the delivery of the utility apparatus since September. He will follow up with the vendor after the first of the year.

The washer and dryer were delivered on October 27th. He is working with the vendor on parts required for installation. Quotes are being requested for the requisite electric and plumbing work.

One of the four sets of turnout gear has been received.

The MSA gas detector and gas calibration unit have been received.

Per an email from the vendor the RAM mounts and cases will not be delivered for another four to six weeks.

A PO has been issued to the vendor for the MEMS rehabilitation tent.

The white NOMEX hoods have been received as has the 10 lbs. sledgehammer.

The Rescue Task Force items approved at the November meeting have been ordered.

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

OLD BUSINESS

The Chairman noted that the Special Services vehicle has been declared a total loss by the insurance appraiser. The insured value of the apparatus is \$67,000.00. The Board discussed the various options available. The insurance company will sell the apparatus back to the Board for the salvage value of \$3,500. The Board can then install a new engine and transmission and restore the vehicle. A new apparatus would require additional funds above the insurance settlement.

Chairman Spohn made a motion to purchase the apparatus for the salvage value, to install a new engine and transmission and to rehabilitate the apparatus. Commissioner Puleio seconded the motion, and it was approved by a unanimous vote.

NEW BUSINESS

Commissioner Parise moved a resolution adopting an Open Public Meetings Schedule for the 2022 year. Meetings will again be held on the second Tuesday of

each month beginning at 7:30. Chairman Spohn seconded the motion, and it was unanimously adopted.

Chairman Spohn noted that the Board has to establish a date for the filing of petitions by persons who wish to be considered for election as a fire commissioner. He moved the establishment of Saturday, January 22 as the final day for the submission of petitions. Commissioner Puleio seconded the motion, and it was unanimously passed.

Chairman Spohn reported that the current Workers Compensation insurance carrier has notified the Board that it will no longer write coverage in New Jersey. According to the broker the Board will now have to purchase coverage through the State program. No information is available at the present time as to the rates to be offered by the new carrier. All other Board coverages are expected to remain the same.

Attorney Perkins noted that the FY21 Audit has not been received as of this date. The Board must receive and accept the audit at a public meeting. Since the date on which the audit will be received is unknown, the Board will have to hold a special meeting to receive and accept the audit. The approved FY22 budget will have to be submitted to the DCA for review without the audit.

CHIEF'S REPORT

Deputy Chief Kennedy reported that there were 23 calls in the month of November. The company averaged 12 people and two apparatus on each call. The response incentive checks have been distributed to qualifying members. Twenty-eight members took a CPR certification class offered by the Hillsborough Rescue Squad. He provided an updated LOSAP list and will work with the Chief to provide an updated workers compensation list as well.

Chief Kennedy noted that the airbags on the rescue apparatus were over 25 years old and should be replaced. He indicated that in reviewing options the Board can purchase eight bags of various sizes and a controller under State contract for about \$22,000. It was agreed that this purchase would be deferred until next year. The lead time on the delivery from date of order is six to eight months.

Chief Kennedy reported that the officers have been approached by a Drexel mechanical engineering student who is proposing a project which may be of assistance to the fire company. The project involves the design and construction of a trailer to assist in the transportation of equipment between bodies of water during flood conditions such as those that existed during Tropical Storm Ida. The student is looking for some financial support for the cost of materials to build a demo after the design is complete. The Board indicated that they may support the project as it progresses.

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: The generator regulator was repaired by Absolute; the apparatus was thereafter returned to Elizabeth Truck Center for completion of the repairs from the damage caused by downed wires. The apparatus should be back in service by December 24th.

Car 45-2: Harlingen Garage repaired electrical issues involving the batteries. An additional wiring issue was identified.

Tanker 45: The apparatus will need to be taken to Bergey's for electric issues in the dashboard.

Tower 45: Attempting to schedule with Fire & Safety for repair of the electronic sirens which are presently OOS.

Special Services 45: Apparatus remains OOS at Harlingen Garage for safe storage.

Testing: Annual, hose, appliance, ladder, aerial, pump and hydraulic tests were performed for all apparatus except 45-2. Tests will be scheduled for 45-2 when it is returned from repair.

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 January 11th, 2022, at 7:30 p.m.