

**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 September 13, 2022

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 and William Spohn. Commissioner R. Puleio was absent.

Also present: Attorney Eric Perkins, Treasurer Lynn Franchino, QPA Bill Newberry and Chief Kevin Schroeck.

Approval of Minutes – The minutes of the August 9, 2022 meeting were presented.

Motion to approve the minutes of the August 9, 2022 board meeting was made by Commissioner Lemon; 2nd by Commissioner . Motion passed unanimously.

Public Comment – None

Meeting Updates –

Emergency Services – No meeting last month

Fire Prevention – No meeting last month

Rescue Task Force- A joint drill will be scheduled at the schools in October.

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: \$4,610.00; Professional Services: 4,200.00.

TOTAL ADMINISTRATION: \$8,810.00.

Operations: General Operating-Medical: \$40.00; General Operating- Other: \$15,209.56; Insurance: \$19,550.00; Maintenance & Repairs: \$1,324.12; Rental Charges/Apparatus Housing: \$12,500.00; Supplies: \$436.34; Training and Education: \$2,023.00; Utilities: \$2,591.64.

TOTAL OPERATIONS: \$53,674.66.

TOTAL OPERATIONS and ADMINISTRATION: \$62,484.66.

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

RESOLUTION 2022-20 Payment of Bills

Upon certification that there are sufficient encumbered and unencumbered funds in the FY22 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 FY22 Encumbered Check Detail in the total amount of \$62,484.66 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 Lemon . Resolution Ayes: Spohn, Hyncik, Parise and Lemon. Nays: None

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

Ms. Franchino noted the BOFC has received the first and second quarter tax revenue payments from Montgomery Township in the amount of \$493,450.00. The State Supplemental Fire Service grant check in the amount of \$1,779.50 has also been received.

Chairman Spohn indicated that the preparation of the 2023 budget would begin at the October meeting. He will prepare and disseminate a draft to the members of the Board.

PURCHASING OFFICER'S REPORT

QPA Newberry reported that the RAM mounts, paratech equipment and water rescue equipment remain on order. The radio straps were finally received.

The two 2022 Chevy Tahoe command vehicles remain at the dealership awaiting the installation of Whelen emergency equipment. The BOFC discussed the possibility of

accepting delivery of the vehicles and completing installation of the equipment after delivery. It was noted that the boxes for the vehicles have also not been delivered. They could be installed after delivery.

The pulse oxygen machines have not been ordered as there is confusion as to what exactly Montgomery EMS wants. Mr. Newberry is working with the squad leadership to clarify the purchase.

The Chief has submitted requisitions in the amount of \$1,977.67 for an additional set of Swiftwater rescue gear. He is additionally requesting three (3) additional sets of turnout gear at a cost of \$5,695 each. It was noted that given supply chain delays these items may not be delivered for several months. Chairman Spohn moved approval of these requisitions. Commissioner Parise seconded the motion, and it was unanimously approved.

OLD BUSINESS

Pumper Committee: Commissioner Lemon reported that the committee was continuing its deliberations and the development of specifications. He expects to review apparatus at the state fireman's convention in Wildwood in the coming week. He noted the lead time for delivery on fire apparatus at the present time is estimated to be 2 ½ years. The committee hopes to have pricing available for the November meeting so that it can be voted on before the end of the year.

Training Facility Improvements: Commissioner Lemon reported that Commissioner Puleio has not received the revised pricing from the company that is contracted to install the floor slab.

Fire Company Agreement: The next meeting to continue discussions on the renewal agreement has been scheduled for this coming Thursday. Several potential revisions are under discussion.

FY2021 Audit: The auditor reports that the audit should be completed in time for review at the October meeting.

Generator Replacement: Chairman Spohn indicated that replacement options continue to be reviewed.

Tablet Purchase: Chairman Spohn spoke with Roy Mondt. Mr. Mondt will utilize the fire safety fine monies to order three tablets for the district.

Fire District Election Date: A meeting will be scheduled with the chairman of BOFC District 2 to discuss the subject.

NEW BUSINESS

FIRE PREVENTION OPEN HOUSE ; Chairman Spohn noted that the open house has been scheduled for 6 to 9 p.m. on October 20th in connection with Fire Prevention Month.

CHIEF'S REPORT

Chief Schroeck reported that there were 19 calls in the month of August. In addition to the normal business meeting and truck cleaning, drills included tanker operation, Swiftwater rescue, apparatus familiarization and a firefighter skills test.

There is no update on the utility truck. Delivery is anticipated in November.

The plumbing for the washer is complete. The next step will be to schedule time with the vendor to go over operation of the new machines.

Engineers Report

Tanker 45: F&SS is checking for additional air system leaks as the compressor continues to run intermittently. They are also assessing a small water leak on the passenger side control panel. The 5" relief valve shut-off failed during testing and will be examined by F&SS.

Engine 45-2: The Echo vent saw was repaired by Central Jersey Nurseries. The annual PM for the apparatus is scheduled with Absolute Fire Protection during the week of August 15th.

Engine 45-3: The master intakes and anodes have been delivered and will be installed the week of August 8th by F&SS. The apparatus air conditioning was recharged by Belle Mead Garage. Dye was injected into the system to monitor for leaks.

Rescue 45: Red-Line Fabrication's modification of the apparatus to fabricate and install brackets to accommodate the new rescue jacks should be complete by mid-August.

SS45: The apparatus PTO seal kit awaits installation by Harlingen Garage. Assessment of the onboard battery charger and all of the lights to determine if they need to be replaced due to water damage is also pending. Redline Fabrication will provide a quote for emergency light installation after the electric system is repaired.

Commissioner Lemon reported that he had discussions with DMV and was provided advice that no salvage title is necessary for the restored apparatus.

Annual Hose/Ladder/Pump Testing: The testing was conducted on July 21st. Everything passed with the exception of two lengths of hose; one 100 ft. length of 1 3/4" Ponn (2001) and one 50 ft. length of 1 3/4" Snaptite (2010). Both hoses were removed from service.

ADJOURNMENT: There being no further business to come before the Board, Commissioner Parise moved to adjourn the meeting at 8:40 p.m. Commissioner Hyncik seconded the motion, and it was unanimously adopted. The next regularly scheduled meeting of the Board will be held on Tuesday, October 11th, 2022 at 7:30 p.m.