

**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 February 8, 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: W. Hyncik, E. Lemon, M. Parise, R. Puleio, Jr. and W. Spohn.  
Also present: Attorney E. Perkins, QPA W. Newberry, Chief K. Schroeck and Deputy Chief R. Kennedy

**Approval of Minutes** – The minutes of the January 18, 2022, meeting were presented.

*Motion to approve the minutes of the January 18, 2022 board meeting was made by Commissioner Spohn; 2<sup>nd</sup> 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:Elections: \$600.00 (2022)

TOTAL ADMINISTRATION: \$600.00

Operations: General Operating-Medical \$673.00 (2022); General Operating-Other: \$389.23 (2022); Maintenance and Repairs: \$1,731.28 (2022); Rental Charges/Apparatus Housing: \$12,333.33(2022); Insurance: \$14,260.00 (2022) Training and Education: \$2,025.00 (2022); Utilities: \$2,771.85 (2022).

TOTAL OPERATIONS: \$34,183.69(2022)

TOTAL ADMINISTRATION, OPERATIONS AND CAPITAL: \$34,783.69.

*(Additional detail regarding accounts charged and vendors is contained in the Treasurers Report and the 2021and 2022 Encumbered Check Detail reports)*

### **RESOLUTION 2022-8 Payment of Bills**

*Upon certification that there are sufficient encumbered and unencumbered funds in the 2021 and 2022 budgets 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 2021and 2022 Encumbered Check Detail in the total amount of \$34,783.69, allocated to the various 2021 and 2022 operating and capital accounts.*

*Motion to approve accept the Treasurer's report and 2021and 2022 Encumbered Check Detail reports and to approve payment of the bills by Commissioner Hyncik, 2<sup>nd</sup> Puleio. Resolution Ayes: Spohn, Hyncik, 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's reported that there is no update on the utility chassis which is anticipated in April.

Mr. Newberry noted that GM will not open order banks for the command vehicles until late May. It is anticipated that demand will significantly exceed supply. He suggested that the Board cut a purchase order for the vehicles in March as soon as the budget has been approved so that the order can be placed. He noted that while the vehicles are likely to be available on State contract, there may be better pricing and availability through alternate vendors. He suggested that the Board consider membership in the Cranford Police Cooperative and the Education Services Cooperative Network. Resolutions to join both entities were moved by

Commissioner Spohn, seconded by Commissioner Hyncik and approved by a unanimous Board vote.

The Chief has requested approval in the amount of \$434.95 for the purchase of 5 radio straps and holders from Witmer Public Safety. Commissioner Hyncik moved approval of the purchase, seconded by Commissioner Parise and unanimously approved by a vote of the full Board.

The MEMS rehabilitation tent order is in progress.

### **OLD BUSINESS**

**Election:** Two petitions have been submitted for the election on February 19th. The County Election Board has advised that they will only provide voter lists in electronic format; there will be no printed copies. Chairman Spohn confirmed that the Crawfords will act as poll workers as they did last year. They will be paid \$3000 each. Checks will be cut in advance so that they can be paid after they have rendered their services. Commissioner Parise will open the polls. Commissioner Parise and Commissioner Hyncik will close the polls and tabulate the preliminary results. It was noted that given the mail-in ballot process the election results will not be confirmed on the day of the election but will be available later in the following week after the mail-in ballots have been counted.

**LOSAP:** The 2021 LOSAP contributions will be confirmed at the March meeting.

### **NEW BUSINESS**

**Workers Compensation Insurance:** Chairman Spohn noted that workers compensation increased by about 4 -5%. The initial premium for the first half of the year is \$14,250.00

**March Meeting:** Chairman Spohn noted that the March meeting is the reorganization meeting. Board officers will be elected, committee assignments made. Contracts for professional services for insurance, purchasing and legal affairs will also be considered.

### **CHIEF'S REPORT**

Chief Schroeck reported that there were 14 calls in the month of January. In addition to the monthly business meeting the drills included a Mayday exercise and the mandatory annual training in CPR, hazmat and sexual harassment.

Work on the installation of the washer and dryer is on-going.

The Chief noted that the new rescue jacks do not fit the pads for the units they are replacing. He requested approval to purchase new jack pads from Mid-Atlantic Rescue in the amount of \$994.13. Commissioner Puleio moved approval of the purchase, seconded by Commissioner Lemon and unanimously approved.

It was noted that the SCESTA invoices which on the list for payment tonight are for training classes that have not begun. It was agreed that the Treasurer should hold those checks until the classes were completed.

### **Engineers Report**

Engine 45-2: The repairs to the apparatus have been delayed by Covid. It is anticipated that the apparatus will be back in service by January 21<sup>st</sup>.

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

Tanker 45: The apparatus will be scheduled for repair of electric issues in the dashboard once Engine 45-2 is returned to service.

Tower 45: Waiting for Fire & Safety to schedule repairs of the electronic sirens.

Special Services 45: Apparatus is at Eastern Surplus for engine and clutch replacement including a new alternator and starter. During the replacement process the exhaust port will be raised.

Tablets: The new tablets have been deployed in the cars and it E45-3. Initial user response has been very positive.

**ADJOURNMENT**: There being no further business to come before the Board, the meeting was adjourned at 8:00 p.m. The next regularly scheduled meeting of the Board will be held on March 8th, 2022, at 7:30 p.m.