

**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 13th, 2024**

**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 Chairman 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, Ricky Puleio Jr. and William Spohn

Also present: Chief Kevin Schroeck, Deputy Chief Richard Kennedy, Attorney Eric Perkins, QPA William Newberry and Bookkeeper Lynn Franchino

**Approval of Minutes** – The minutes of the January 9th, 2024 meeting were presented.

*Motion to approve the minutes of the January 9th, 2024 board meeting was made by Commissioner Parise; 2<sup>nd</sup> by Commissioner Hyncik. Motion passed without objection.*

**Public Comment** – None

**Meeting Updates** –

Emergency Services – No meeting

Fire Prevention – No meeting.

Rescue Task Force- Another drill will be held in the coming weeks.

LEPC - Commissioners Puleio and Chief Schroeck attended the county meeting. All members of the BOFC will have to take the FEMA 402 class.

## **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: Professional Services/audit: \$10,000.00(FY23); Office expenses: \$447.50(FY24); Election Expenses: \$600.00(FY24).*

**TOTAL ADMINISTRATION:** \$10,447.50(FY23);\$1,047.50(FY24)

*Operations: Gen. Operations: Insurance: \$1,185.66 (FY24); Gen. Operations: Repairs: \$6,329.26(FY24); Rental Charges/Apparatus Housing: \$13,090.00(FY24); Training/Education:\$528.00(FY23); \$2,581.28(FY24); Utilities:\$3,449.18(FY24); Supplies: \$5,388.30(FY23).*

**TOTAL OPERATIONS:** \$5,916.30(FY23); (\$26,635.40(FY24)

**TOTAL OPERATIONS and ADMINISTRATION:** \$33,460.55.

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

## **RESOLUTION 2024-9 Payment of Bills**

*Upon certification that there are sufficient encumbered and unencumbered funds in the FY23 budget and FY24 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 FY 23 & FY24 Encumbered Check Detail in the total amount of \$33,460.55 allocated to the various administration, operating and capital accounts.*

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

Commissioner Hyncik moved that the Ms. Franchino be authorized to transfer the sum of \$75,000.00 from the investment account to the operating account. Commissioner Lemon seconded the motion, and it was unanimously adopted. He also noted that the interest income through the first two months of the year was above projections and would likely continue.

The FY 23 Supplemental Fire Service Grant monies have now been received from the township.

**PURCHASING OFFICER'S REPORT** – Mr. Newberry reported that he has had no success in contacting the washing machine vendor on the soap injector.

A partial shipment of then new AEDs has been received.

The MSA Altair gas readers which were approved last month have been placed in back-order status with no projected delivery date.

### **OLD BUSINESS**

**Engine Committee**: Commissioner Lemon noted that he is attempting to get new pricing as the vendor had a price increase in January. QPA Newberry described the process for purchasing the apparatus through the cooperative system. He noted that there are specific advertising requirements which must be met and that the purchase will have to take place over two meetings. If the vendor is not able to provide a price by the March meeting it will likely be June before the final contract can be executed.

**ISO Evaluation**: No correspondence has been received from ISO.

**Generator Replacement** – Discussion deferred until the March meeting.

**Training Facility** – Commissioner Puleio reported that he met with the township building department and confirmed that the project does not require a building permit. He will now convey this information to the Zoning Board to satisfy that condition in the variance. He had received updated numbers from the contractor which are only slightly higher than the originals due to an increase in the price of concrete. QPA Newberry noted that the quoted price is in excess of the \$46,000 limit established in the public contract law and therefore the project will have to go out to bid. He indicated that bid specifications must be developed, and the project must be advertised and publicly bid. The prevailing wage requirement will be included in the bid specifications. Commissioner Puleio will work with Mr. Newberry to develop the bid specifications.

**Radio Replacement** – Delivery of the radios is anticipated in late summer. Programming will take additional time before they can be placed in service.

**State Communications Grant** – Chief Schroeck reported that discussions are on-going about how the grant monies will be utilized. Montgomery EMS is requesting additional monies for radios as their initial request under the Federal grant did not cover all of their needs. Both fire districts are also requesting additional radios. There is some discussion of using some of the grant to create a municipal back-up system to provide coverage if the county system is down. It was noted that the county had been down during Ida and other storms.

**Insurance Coverages** – Chair Spohn spoke about his discussions with the insurance carrier regarding increasing the agreed upon values for the apparatus noting the rapidly escalating cost of apparatus replacement. He suggested that the agreed upon insured value of various apparatus be adjusted as follows: 2007 Mack tanker increase from \$600,000 to \$800,000; 2010 Pierce pumper increase from \$800,000 to \$1,100,000; 2016 Pierce Rescue increase from \$850,000 to \$1,100,000; the 2020 Pierce aerial increase from \$1,400,000 to \$1,900,000. These changes would increase the annual insurance premium by \$4,400. Commissioner Hyncik made a motion to approve the proposed increases. Commissioner Parise seconded the motion, and it was unanimously approved.

**FY 24 Budget** Commissioner Parise reported that he had uploaded the adopted budget documents to the DCA FAST website and received confirmation and approval to proceed with the budget referendum on February 17<sup>th</sup>.

**FY 24 Commissioner Elections** – Commissioner Hyncik and Parise have both filed petitions for re-election. No other petitions have been filed by the deadline. Chair Spohn reported that he has received the electronic voter list from the Somerset Board of Elections and will provide it to the polling clerks. He will open the polls at 2:00 p.m. and will be present to close the polls at 9:00 p.m.

## **NEW BUSINESS**

**FY23 LOSAP** – Commissioner Parise noted that he has made a couple of adjustments to the listing and is now ready to post the chart for 30 days as required by the LOSAP statute. Commissioner Parise made a motion to post the chart. Commissioner Puleio seconded the motion, and it was unanimously adopted. It was noted that the state has posted the new LOSAP rate and that the top rate will now be \$2,070.00.

## **CHIEF'S REPORT**

Chief Schoreck reported that there were 26 calls for service in the month of January. In addition to the normal business meeting and truck cleaning, activities drills were held on Mayday procedures and apartment packs. A water rescue critique was also conducted.

He is in the process of obtaining lettering quotes from vendors for the command vehicles.

Chief Schroeck indicated that seven members were interested in attending the FDIC conference. He will hold off making deposits until after the budget is approved.

It appears that the state will be determining a process for the removal and disposal of all foam products. The BOFC will ultimately have to purchase replacement foam.

**Engineers Report –**

**T-45-** The apparatus was briefly placed out of service for a flat tire but was quickly repaired by F&S and placed back in service.

Commissioner Lemon noted that the tablet brackets that were purchased will not fit the devices as intended. He is working on a modified alternative.

**ADJOURNMENT:** There being no further business to come before the Board, the meeting was adjourned at 8:37 p.m. The next regularly scheduled meeting of the Board will be held on Tuesday, March 12th, 2024 at 7:30 p.m.