

**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 9, 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, W. Hyncik, E. Lemon, M. Parise and Ricky Puleio Jr. Also present: QPA W. Newberry, Attorney E. Perkins, Treasurer Lynn Franchino, Chief Kevin Schroeck.

Approval of Minutes – The minutes of the January 12, 2021 meeting were presented.

Motion to approve the minutes of the January 12, 2021 board meeting was made by Commissioner Hyncik; 2nd by Commissioner Puleio. Motion passed without objection.

Public Comment – None

Meeting Updates - Emergency Services – No report
Fire Prevention – No report

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. An addition to the Encumbered Check Detail report, payable to Village Office Supply in the amount of \$542.45 (2020 General Operating) was made and added to the list of bills to be paid.

Administration: Office: \$53.92 (2021)

Operations: General Operating expenses; \$952.00(2021); General Operating \$542.45(2020); Operations: turn out gear; \$18,936.40(2020); Insurance;

\$6,497.00(2021); Rental charges: \$12,333.33(2021); Utilities: \$2640.36(2021); Supplies \$665.03(2020); Montgomery EMS \$784(2020).

Total Administration and Operations 2021: \$22,476.61.

Total Administrative and Operations 2020: \$20,927.88

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

RESOLUTION 2021-07 Payment of Bills

Upon certification that there are sufficient encumbered and unencumbered funds in the 2020 and 2021 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 2020 Encumbered Check Detail in the total amount of \$22,476.61 allocated from the various 2021 operating accounts and \$20,927.88 allocated from the various 2020 operating accounts.

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

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

Commissioner Hyncik moved a resolution binding Workers Compensation Insurance coverage with Benchmark and renewing the annual I Am Responding subscription in the amount of \$800. The motion was seconded by Commissioner Puleio and unanimously approved.

PURCHASING OFFICER'S REPORT

QPA Newberry reported that the items ordered at the January meeting were ordered. The proposed FY 2021 budget and December 2019 minute have been posted on the website. He indicated that he is working with the Bookkeeper to close out the 2020 purchase orders.

Mr. Newberry will follow-up on the replacement TFT valve for the tower. The original was returned to Continental as it was the wrong size.

NEW BUSINESS

FY 21 Annual Election

Chairman Spohn reported that he had taken part in a county wide Zoom meeting with representatives from other fire districts and the county election board. The purpose of the meeting was to make certain that the fire district lines were correct in the county voting system. Subsequent to the meeting it was confirmed that the lines were correct with the exception of one house on River Road which was shown in the voting records as District 1 but in the county 911 system as District 2. The chairmen of both districts are attempting to correct this situation.

The County is unable to confirm the manner in which the April election will take place. The Governor has issued an order mandating in-person voting as much as possible. It is uncertain how many absentee ballots will be required.

Commissioner Parise reported that three petitions have been submitted for the election. Commissioner Puleio is running for the two-year unexpired term of Mr. Karsay. Commissioners Hyncik and Parise will run for re-election to full three-year terms.

Noting that the election will be on a Tuesday rather than a Saturday, the Chairman will reach out to the election clerks to verify that they are available.

OLD BUSINESS

COVID 19 Practices- Chairman Spohn asked the Chief for information on how many members have received COVID vaccinations. No specific tally is available, but the Chief estimated that about 50% of the members have received at least the first shot. He noted that there have been no new cases and that the quarantine rules continue in effect for members who are exposed or travel outside of the state. Mr. Perkins is working on a waiver form for all unvaccinated members.

New Junior Firefighter Law - The anticipated regulations have not yet been issued.

Background Check Policy – Review with company members continues.

Gear Washer/Dryer – Pending capital budget approval.

Rescue Task Force – No meeting.

Weight Room – Commissioner Parise reported that the Peloton has been delivered and set up but that the invoice for payment has not yet been received. The remaining equipment has also been delivered and will be installed as soon as the old universal has been removed.

LOSAP – Commissioner Parise indicated that the 2020 list which was posted last month has been modified reducing the cost of the program to \$48,249 at the new maximum annual contribution of \$1,787.00. It was agreed that the list should continue to be posted until the March meeting.

CHIEF'S REPORT – Chief Schroeck reported that there were 18 calls in the month of January. COVID 19 protection practices continue. Junior members are permitted at drills but not on calls. Associate members have limited access to the firehouse. The Chief requested approval to purchase two pair of boots, two pair of pants and two coats to be charged to turnout gear from NJ Fire Equipment in the amount of \$8,177.79. The requisition was approved.

Chairman Spohn requested the Chief to provide the BOFC with an updated list of turn out gear expiration dates for the purpose of budget planning.

Engineers Report

Tanker 45: The rear dump plastic collar has been replaced and structural members have been added to avoid future damage.

Marine 45: The replacement LED lights have been received. Awaiting scheduling with Redline Fabrication Inc.

Tower 45: The joystick had an emergency repair due to a malfunction of the extend/retract function. The repair was covered under the warranty.

Engine 45-2: The apparatus is to be scheduled with Absolute to assess and provide repair cost for the failure of the cab heating system.

2021 Capital Budget:

The capital budget Special Meeting which began at six o'clock was ended at nine o'clock consistent with the posted times. The votes were tabulated and a total of 23 votes were cast in favor of each of the three capital projects. No votes were recorded against the projects.

RESOLUTION 2021 -08 Authorizing the 2021 Budget to be read by Title

N.J.S.A. 40A:14-78.2 provides that the approved budget may be read by title, provided that at least one week prior to the hearing a complete copy of the approved budget was posted in the Montgomery Township municipal offices and was made available to each person requesting a copy during the week prior to and during the public hearing. The Board has complied with the provisions of the statute.

The resolution was moved by Chairman Spohn, seconded by Commissioner Lemon and unanimously adopted.

Public Hearing on the 2021 Budget

No persons appeared to comment or object to the proposed budget. On a motion by Commissioner Hyncik, seconded by Commissioner Parise, with unanimous consent the hearing was closed to the public.

RESOLUTION 2021-09 Adoption of the 2021 Budget

Chairman Spohn indicated that the Division of Local Government Services of the Department of Community Affairs had given conditional approval to the proposed approved budget earlier in the day. The conditions concerned the successful approval by the public of the vote at the Special Meeting on Capital Projects and the submission of documentation of the Special meeting. These conditions have now been satisfied and the capital projects can be included in the budget.

After discussion by the Board, the proposed fire district budget for 2021, in the amount of \$1,230,780.00, of which the sum of \$964,100.00 is to be raised by taxation, (adopted budget to be posted on the BOFC website), including the sum of \$200,000 for capital projects, was presented for adoption. The estimated tax rate will be \$.05 per \$100 assessed valuation the same as in the prior year.

Chairman Spohn moved the adoption of the 2021 fire district budget and to submit same to the state for certification. Commission Hyncik seconded the motion which passed unanimously on a roll-call vote.

ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 9:15 p.m. The next regularly scheduled meeting of the Board will be held on Tuesday, March 9, 2021 at 7:30 p.m.