

**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 July 14, 2020

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 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 and M. Parise. Absent: Ricky Puleio Jr. Also present: L. Franchino, QPA W. Newberry, Attorney E. Perkins, and Chief Jeff Huxley.

Approval of Minutes – The minutes of the June 9, 2020 meeting were presented for approval.

Motion to approve the minutes of the June 9, 2020 board meeting by Commissioner Hyncik; 2nd by Commissioner Parise. Motion passed without objection.

Public Comment – None

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

TREASURER’S REPORT

Ms. Franchino noted that the checking account would not have sufficient funds to cover all of the bills for this month. On motion of Chairman Spohn, seconded by Commissioner Hyncik, the treasurer was directed to transfer the sum of \$100,000 to the checking account.

Chairman Spohn reported that a supplemental check was in process from the insurance company to reimburse for the additional damage discovered during the repairs of E45-3. The check will be in the amount of \$4,964.17.

The first check from the township for the new fiscal year has not been received yet.

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 \$346.02.

Operations: Insurance \$1,925.00; Maintenance \$6,977.21; Repairs \$12,088.58; Rental charges \$12,200.00; Training & Education \$1,195.00; Utilities \$1,974.42; General Operations \$6,620.78.

Total Administration and Operations: \$43,327.01.

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

Motion to accept the Treasurer’s Report and to approve payment of the bills as presented.

RESOLUTION 2020-18 – Payment of Bills

Upon certification that there are sufficient encumbered and unencumbered funds in the 2020 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 in the total amount of \$43,327.01 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 Parise: Resolution Ayes: Spohn, Hyncik, Lemon, Parise.
Nays: None*

Abstention noted for Chairman Spohn for limited items pursuant to annual notice.

PURCHASING OFFICER’S REPORT

QPA Newberry reported that all items approved last month have been ordered. The axes have been delivered; the nozzles are expected on July 21st and the water can in the next week or two.

NEW BUSINESS

Chairman Spohn will work to establish individual email accounts for all commissioners so that all BOFC related correspondence will be conducted and preserved.

OLD BUSINESS

BOFC Website -The Chair noted that he had updated the BOFC website to reflect the appointment of Commissioner Puleio, and the reorganization of BOFC offices.

Background Check Policy – Review with company members continues.

Gear Washer/Dryer – Continuing review of options. A meeting with the salesperson is scheduled next week.

New Aerial Apparatus –The apparatus was placed in service on June 13th. The registration of the apparatus with the State Division of Motor Vehicles is incomplete due to delays with that agency.

Rescue Task Force – The project has been impacted by the necessity of responding to the Covid19 virus pandemic. No equipment can be ordered until uniform standards are established.

Weight Room – A user survey has been conducted. Outside fitness instructors are reviewing the equipment to make recommendations on future acquisitions. User waivers will be collected.

Copier -The copier continues to be problematic reflecting its age and usage. It was agreed that the next time it breaks down it will be replaced rather than repaired.

CHIEF'S REPORT – Chief Huxley reported that there were 22 calls in the month of June. Activities for the month included training and a drill with the new T45, truck/equipment checks and a work night. A tanker drill has been scheduled with Hillsborough and a representative of Pierce will be continuing to conduct training on T45.

The Chief noted that the company has accumulated a number of radios which are no longer functional. The radios will be reviewed and recommended for disposal.

The Chief requested approval to purchase radio adapters in the amount of \$997.80; a fireproof storage cabinet \$926.64 (Grainger); and a radio charger for the deputy chief's vehicle \$500.00. All of the above to be charged to the operating budget. Additional requisitions to be charged to the capital account: an MSA thermal imaging camera \$7,881.25 (Witmer); a \$1,085.00 (Witmer) and a TFT intake valve \$1,000.00 (Continental).

Additionally the Chief noted that after a review with his officers he was recommending modifications to E45-3 to improve equipment accessibility and the overall functioning of the apparatus. The modifications would include re-mounting

and re-positioning equipment. This will require fabrication of appropriate mounting brackets and will take place at the firehouse to avoid placing the apparatus OOS. A quote for the work in the amount of \$5,203.85 has been submitted by Red Line Fabrication and Machine LLC including all labor, materials and equipment.

A motion to approve the listed requisitions was made by Commissioner Hyncik, seconded by Commissioner Lemon and approved by a unanimous vote.

Engineers Report

Hose tests have been completed for all of the new hose for use on T45.

Atlantic Detroit Diesel made several repairs and adjustments on the apparatus on June 11. Given the clean air components of the exhaust system it is very important to operate the engine at high idle anytime it is standing for more than a few minutes. This permits that regeneration necessary to clean the DPF and promote maximum engine performance. Additional supplies of DEF have been purchase given the extended operation of the apparatus during the break-in and training period.

Engine 45-3 – All PM, hose and ladder testing has been completed. The air conditioning on the apparatus is not functioning. F&SS is scheduled to trouble shoot and repair the system.

Engine 45-2 - The issue with the check engine light was resolved by Atlantic Detroit Diesel which located and repaired loose wiring in the pump panel. The apparatus was returned to service on June 17. Cost of the repairs was \$2,515.26. The apparatus also developed operational problems with the radio. Motorola found and replaced a damaged cable between the head unit in the cab and the remote unit in the pump panel.

R45 - Brakes were adjusted by F& SS after reports of spongy response. Apparatus went OOS on July 13 for repair of the spool wheels which are causing chafing on the high-pressure lines.

TASC completed PM service on all hydraulic rescue equipment except for the equipment on E45-2 which was OOS. As noted above chafing of lines on R45 necessitates their replacement.

B45- Apparatus went OOS on July 3 due to power loss. Harlingen Garage diagnosed problem replacing various parts. The apparatus also underwent its annual PM and was placed back into service on July 14th.

ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 8:40 p.m. The next regularly scheduled meeting of the Board will be held on Tuesday, August 11, 2020 at 7:30 p.m.