

**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 June 14, 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, Ricky Puleio and William Spohn.

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

Approval of Minutes – The minutes of the May 10, 2022 meeting were presented.

Motion to approve the minutes of the May 10, 2022 board meeting was made by Commissioner Spohn; 2nd by Commissioner Parise. Motion passed without objection.

Public Comment – None

Meeting Updates –

Emergency Services – A virtual meeting was held. The Mayor participated as did the township health official. Discussions included the future course of OEM in Montgomery. It was noted that the headquarters of OEM will move to the new municipal building. Noting the impact of flooding during Ida last September the concept of creating “strike” teams on “islands” in different areas of the town was considered. Given the importance of the subject matter it was determined that meetings should be held quarterly.

Fire Prevention – No meeting last month

Rescue Task Force- A county meeting is scheduled for June 15th. A drill will likely be scheduled after that 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: Office Expenses: \$4,443.94; Professional Services: \$5,000.00; \$2,800.00 (FY21)

TOTAL ADMINISTRATION: \$9,443.94. FY 22 and \$2,800.00 (FY 21).

Operations: General Operating: General Operating: Other \$11.00; Maintenance & Repairs: \$3,186.17; Rental Charges/Apparatus Housing: \$12,500.00; Supplies: \$1,947.00; Training and Education: \$2,550.00; Utilities: \$2,475.40.

TOTAL OPERATIONS: \$20,669.57 (FY22).

TOTAL OPERATIONS and ADMINISTRATION: \$30,113.51 (FY22); \$2,800.00 (FY21)

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

RESOLUTION 2022-17 Payment of Bills

Upon certification that there are sufficient encumbered and unencumbered funds in the FY 21 and FY22 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 FY2022 Encumbered Check Detail in the total amount of \$30,113.51 (FY 22) and \$2,800.00 (FY21) 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 Puleio. Resolution Ayes: Spohn, Hyncik, Parise and Lemon. Nays: None

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

Commissioner Parise reported that he found a discrepancy in the LOSAP program report that was approved last month. The report included three ineligible persons. Ms. Franchino issued a corrected check in the amount of \$50,512.00 representing contributions for 28 participants.

Ms. Franchino noted that the Workers Compensation insurance audit for the previous policy period yielded a refund of \$2,781.00 which was deposited into the

PNC operating account. The refund was as a consequence of a reduction in payroll (fewer members).

It was noted that one of the invoices on the list for the meeting included a renewal of the Fire Programs subscription. Commissioner Lemon reported that this subscription is no longer being used as the NFIS reports are being generated through the IAR program. It was agreed to discontinue the Fire Programs subscription and to void the approval for the \$711.00 invoice.

PURCHASING OFFICER'S REPORT

QPA Newberry reported that the two 2022 Chevy Tahoe command vehicles have been shipped to the dealership. The delivery date is not yet known. The command boxes will be discussed under the Chief's report. The Chief is also working on quotes for the graphics and radios.

The radio straps have been shipped. No new information is available about the back-ordered ram mounts.

The Chief has requested approval for the purchase of two APX portable chargers for the new command cars. They are available on State contract for \$343.20. The mobile radios will be transferred from the existing vehicles. He has obtained a quote in the amount of \$15,088.00 from Rockland Products for the construction and installation of the boxes in the back of the command vehicles.

Commissioner Hyncik moved approval of the requested requisitions for the chargers and command vehicle boxes. Commissioner Lemon seconded the motion and it was unanimously approved. Both purchases will be charged to the command vehicle capital project.

NEW BUSINESS

Fire Company Agreement: Chairman Spohn noted that the existing agreement between the BOFC and the fire company will expire at the end of December. Commissioners Hyncik and Lemon will meet with the fire company leadership to develop a successor agreement.

NJ American Rescue Plan Firefighter Grant Program: Mr. Newberry informed the BOFC about a grant program that will fund the acquisition of PPE. Applications are due by August 13th for funding in 2023 and requires the appropriation of matching funds by the BOFC. The application requires information on how the BOFC cost of PPE were impacted by the Covid virus and a formal resolution of approval by the BOFC. Mr. Newberry will provide a resolution form for the July meeting.

OLD BUSINESS

FY2021 Audit: The audit paperwork was delivered to the auditor on June 2nd.

CHIEF'S REPORT

Chief Schroeck reported that there were 27 calls in the month of May. In addition to the normal business meeting and truck cleaning, a number of drills were conducted including ground ladders and a critique of the structure fire on Regency Court.

The Chief noted that the utility truck will not be delivered until November, noting the delay reported last month for as the apparatus was improperly outfitted with silver roll-up doors rather than the red swing doors that were specified.

Three members completed the swift water rescue training course. Three probationary firefighters completed the SCESTA firefighter 1 class and have been certified.

The washer and dryer installations are awaiting municipal permits. Roof warranty approval was received from the roofing manufacturer for the roof penetration.

Chief Schroeck noted the need to create a Tanker/Pumper committee to consider the replacement of Engine 45-2. Chairman Spohn designated Commissioners Lemon and Puleio to serve on the committee. Commissioner Lemon will serve as chairman of the committee. He noted that the type of apparatus still needs to be determined as consideration is given to either a pumper or a tanker/pumper.

Engineers Report

Tanker 45: The failed onboard air compressor was replaced on May 11 by F&SS at a cost of \$1,505.19.

Tower 45: The driver's seat has been repaired. The fog nozzle monitor was found to be inoperable and was replaced on June 1. Unfortunately, the two-year warranty on the monitor expired in March of this year.

Engine 45-3: F&SS is still waiting for the replacement Master intakes and anodes. No delivery date is known at this time. The quote for the project from F&SS is \$5,305.50 plus freight.

Rescue 45: Red-Line is fabricating and installing the brackets to modify the apparatus to accommodate the new rescue jacks. Installation should be complete by the end of June.

SS45: Eastern Surplus has provided a PTO seal kit for the apparatus. The kit will be installed by Harlingen Garage during the week of June 13th. Harlingen Garage will

also assess the onboard battery charger and all of the lights to determine if they need to be replaced due to water damage.

Communication Specialists have not responded to repeated calls for quotes on the repair of the emergency lighting. Commissioner Lemon will request a new quote from Redline.

Commissioner Lemon will work with Jeff Hurley to obtain a salvage title from DMV to document the apparatus history.

Tablets: The holders were delivered in May. Red-Line will install them in the next weeks. The new cellular tablet has been deployed in Engine 45-3. It was agreed that the BOFC would discuss the purchase and deployment of additional tablets at the July meeting.

ADJOURNMENT: There being no further business to come before the Board, Commissioner Hyncik moved to adjourn the meeting at 8:30 p.m. Commissioner Parise seconded the motion, and it was unanimously adopted. The next regularly scheduled meeting of the Board will be held on Tuesday, June 12th, 2022 at 7:30 p.m.