

**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 March 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. Hyncik, E. Lemon, M. Parise and Ricky Puleio Jr. Also present: QPA W. Newberry, Attorney E. Perkins, Treasurer Lynn Franchino, Chief Kevin Schroeck and Deputy Chief R. Kennedy
Absent: W. Spohn

Approval of Minutes – The minutes of the February 9, 2021 meeting were presented.

Motion to approve the minutes of the February 9, 2021 board meeting was made by Commissioner Hyncik; 2nd by Commissioner Lemon. 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.

Administration: Advertising: \$72.84; Office Expenses: \$4,108.41; Professional Services/Legal \$3,400.00.

TOTAL ADMINISTRATION: \$7,581.25

Operations: General Operating: \$405.51; Insurance; \$1,981.00; Maintenance and Repairs: \$617.03; Rental Charges/Apparatus Housing: \$12,333.33; Training and Education; \$341.00; Utilities: \$2,698.26
TOTAL OPERATIONS: \$18,376.13

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

RESOLUTION 2021-11 Payment of Bills

Upon certification that there are sufficient encumbered and unencumbered funds in the 2021 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 2021 Encumbered Check Detail in the total amount of \$25,957.38 allocated to the various 2021 operating accounts;

Motion to approve accept the Treasurer's report and approve payment of the bills by Commissioner Hyncik, 2nd Puleio. Resolution Ayes: 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 reported that the items ordered at the February meeting were ordered. The boots and coats have been delivered. The helmet shields are on order.

A quote in the amount of \$1,074.20 has been received from Specialty Vehicle Installation LLC for the lighting upgrade for the 2015 Ford Explorer. Commissioner Parise moved approval of the upgrade. The motion was seconded by Commissioner Lemon and approved by a unanimous vote.

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

Renewal of Domain Name -Commissioner Parise noted that the domain name "MTBOFC1.Org" is expiring. While the BOFC is not using that name at the present, it will be much more expensive to obtain a license for it if it is permitted to lapse. Commissioner Hyncik moved a resolution to renew the domain name. Commissioner Puleio seconded the motion, and which passed unanimously.

Cost of Heating Stored Equipment – The shed on the adjacent property which houses various items of fire company equipment must be heated to protect the equipment. Commissioner Hyncik moved a resolution to reimburse for the propane bill in the amount of \$1,000. The motion was seconded by Commissioner Puleio and passed unanimously.

Reimbursement for EMT Training Class – Chief Schroeck noted that a member of the fire company had requested approval to take the EMT training class at a cost of \$1,000.00. The Chief indicated that he and his training officer endorsed the request. After a discussion concerning the relevance of the class and the benefit to the company from having a member qualified as an EMT, Commissioner Hyncik moved approval of the request. Commissioner Parise seconded the motion and it passed unanimously.

It was agreed that the Chief would develop guidelines for approving appropriate training classes and share the guidelines with the Board.

OLD BUSINESS

FY 21 Budget

Commissioner Parise noted that he had received an email from the State Division of Local Government Finance on March 4th approving the 2021 budget as adopted at the February meeting, subject to referendum approval.

FY 21 Annual Election

Commissioner Parise reported that he had spoken with the Crawfords and that they had agreed to be poll workers on April 20th. A motion was approved to pay each of the poll workers in the amount of \$300 for their service. Commissioner Spohn has requested a list of registered voters which will be forwarded by the Somerset County Board of Elections the week before the election. Chairman Spohn will open the polls at 2:00 p.m. and he and Commissioner Lemon will close the polls at 9:00 p.m. and tally the votes.

Fire District Boundaries – The Montgomery Township tax assessor has agreed to place the property at 223 River Road in District 2, effective January 1, 2022. With this revision the fire district maps will now coincide with the tax maps.

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.

LOSAP – Commissioner Parise indicated that the 2020 list has been posted since last month and there have been no comments or objections. Commissioner Hyncik made a motion to transfer the sum of \$48,249.00 to VALIC/AIG to be distributed to member accounts. The motion was seconded by Commissioner Lemon and passed on a unanimous vote.

CHIEF'S REPORT – Chief Schroeck reported that there were 12 calls in the month of February. COVID 19 protection practices are under review in light of the latest CDC guidance and the relaxing of the Governor's executive orders.

The Chief submitted several reimbursement requests which were approved.

Engineers Report

Tanker 45: Awaiting parts from Fire and Safety to repair the right rear dump actuator valve.

Marine 45: The LED lights have been installed and the apparatus is now in service.

Engine 45-2: The cab heating system has been repaired. The ECM had an inactive code but is working properly now. The foot throttle is also working normally.

The Engineer indicated that he is working with Mr. Newberry to obtain PM quotes for the year.

ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 8:05 p.m. The next regularly scheduled meeting of the Board will be held on Tuesday, April 13, 2021 at 7:30 p.m.