

**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 May 10, 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 and William Spohn.
Absent: Ricky Puleio Jr.

Also present: QPA William Newberry, Attorney Eric Perkins, Treasurer Lynn Franchino, Chief Kevin Schroeck and Deputy Chief Rich Kennedy.
Fire Company President Matt Fedun

Approval of Minutes – The minutes of the April 12, 2022 meeting were presented.

Motion to approve the minutes of the April 12, 2022 board meeting was made by Commissioner Spohn; 2nd by Commissioner Parise. Motion passed without objection.

Public Comment – Fire Company President Matt Fedun discussed the progress of the building improvement projects. He noted concern that the installation of the vent for the washer would require penetration of the new roof and that this might void the roof warranty. After an extended discussion which included remote participation by Gene Keller Jr., the plumber installing the washer, it was agreed that the roof penetration would not take place until President Fedun spoke with the roofing company to verify that the warranty would not be voided. President Fedun will notify Gene Keller Jr. when he receives approval from the roofing company.

Meeting Updates –

Emergency Services – No meeting last month

Fire Prevention – No meeting last month

Rescue Task Force- No meeting last month.

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: \$332.00; Elections:\$293.75.

TOTAL ADMINISTRATION: \$625.75.

Operations: General Operating: General Operating: Other \$741.86; \$220.00(FY21); Maintenance & Repairs: \$1,222.50; Rental Charges/Apparatus Housing: \$12,500.00; Supplies:\$791.90; Training and Education: \$5,248.38; Utilities: \$2,555.32.

TOTAL OPERATIONS: \$23,179.96.

TOTAL OPERATIONS and ADMINISTRATION : \$23,805.71

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

Ms. Franchino noted that the BOFC checking account does not contain enough monies to pay the monthly invoices. Commissioner Hyncik made a motion to approve the transfer of \$50,000.00 to the operating account. Commissioner Parise seconded the motion, and it was unanimously approved.

RESOLUTION 2022-16 Payment of Bills

Upon certification that there are sufficient encumbered and unencumbered funds in the FY 2021 and FY2022 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 \$23,805.71, allocated to the various administration and operating accounts.

Motion to approve accept the Treasurer's report and approve payment of the bills by Commissioner Parise, 2nd 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.

PURCHASING OFFICER'S REPORT

QPA Newberry reported that the two 2022 Chevy Tahoe command vehicles have been ordered under State contract at a cost of \$57,043.28 each. He is working on

purchasing the boxes and obtaining graphics for the vehicles. Delivery may be as early as mid-June.

The radio straps should be delivered in the next couple of weeks. The ram mounts remain on backorder after a full year with no confirmed delivery dates. He will investigate alternate vendors. The helmet fronts approved last month have not been delivered.

Mr. Newberry is working with the Chief on alternatives for the R45 airbags which need to be replaced.

NEW BUSINESS

None presented.

OLD BUSINESS

I-Pads The replacement I-pad has been delivered and is being prepared for installation. Chairman Spohn noted the need to obtain protective cases or covers for the units. The BOFC approved the purchase of three cases from Honor Box in an amount not to exceed \$400.00.

FY2021 Audit: The audit paperwork will be transmitted to the auditor as soon as possible so that the audit can be completed on time.

Financial Disclosure Statements: All BOFC members filed their required annual disclosure statements by the April 30th deadline.

CHIEF'S REPORT

Deputy Chief Kennedy reported that there were 23 calls in the month of April. In addition to the normal business meeting and truck cleaning, a number of drills were conducted including Res Q Jack training and a handline drill at the middle school.

Five members attended the FDIC.

The Chief noted that the truck committee visited the Beyer Fleet dealership to inspect the newly delivered utility. The truck was improperly outfitted with silver roll-up doors rather than the red swing doors that were specified. The dealer will correct the doors during the outfitting of the apparatus.

The boat trailer designed by the Drexel students should be completed this week.

The Chief requested approval to send three members to the swiftwater rescue training class offered by East Coast. The class is offered over three sessions, one

classroom session, one pool session and one class at Scudders Falls on the Delaware River. The cost for the class is \$1,625.

Commissioner Hyncik moved approval of the Request. The motion was seconded by Commissioner Parise and approved by a unanimous vote.

Engineers Report

Tanker 45: The onboard air compressor is no longer functioning and cannot be repaired. Fire & Safety Services has ordered a new compressor but neither the price nor a delivery date are available at this time.

Tower 45: Fire and Safety Services performed a regen on the apparatus. The driver's seat is missing the seat control levers. New parts have been ordered from F&SS.

Engine 45-3: F&SS is still waiting for the replacement Master intakes and anodes. No delivery date is known at this time.

Rescue 45: Red-Line is finishing fabrication of the brackets to modify the apparatus to accommodate the new rescue jacks. Installation should begin in mid-May.

SS45: The apparatus was returned to the firehouse on March 25th. Eastern Surplus has provided a PTO seal repair kit. The repair will be completed by Harlingen Garage. Harlingen Garage will also assess the onboard battery charger and the brake, tail, turn signal and dash lights for repair and replacement if necessary.

Communications Specialists assessed the apparatus emergency lighting. They were unable to complete a full assessment as they determined that the inverter, fuse box and master switch were all inoperable and need to be replaced. They could not operate the lights under the circumstances. Once they have replaced these items, they will complete the lighting assessment. They will also provide a quote for the installation of additional lighting in the cargo area.

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

Tablets: The holders are expected to be delivered in mid-May and will be installed by Red-Line.

ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 8:30 p.m. The next regularly scheduled meeting of the Board will be held on Tuesday, June 14th, 2022 at 7:30 p.m.