

**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 November 14th, 2023

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 Puleio, 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 Jr. and William Spohn

Also present: Chief Kevin Schroeck, Deputy Chief Rich Kennedy, Attorney Eric Perkins, QPA William Newberry and Bookkeeper Lynn Franchino

Approval of Minutes – The minutes of the October 10th, 2023 meeting were presented.

Motion to approve the minutes of the October 10th, 2023 board meeting was made by Commissioner Lemon; 2nd by Commissioner Parise. Motion passed without objection.

Public Comment – None

Meeting Updates –

Emergency Services – No meeting

Fire Prevention – No meeting.

Rescue Task Force- No 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: No expenses this month.

TOTAL ADMINISTRATION: \$0.

Operations: General Operations: Medical payments: \$10,661.00; General Operations: Other: \$2,48.17; Maintenance: \$12,450; Repairs: \$1,517.86; Rental Charges/Apparatus Housing: \$12,833.33; Supplies \$29,124.71; Training and Education: \$900.00; Utilities: \$2,411.02; Montgomery EMS: \$3,300.00 (Sunbelt Heating).

TOTAL OPERATIONS: \$76,678.09.

CAPITAL: \$84,611.00 (purchase of utility) 2021.

TOTAL OPERATIONS, ADMINISTRATION AND CAPITAL: \$161,289.09.

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

RESOLUTION 2023-23 Payment of Bills

Upon certification that there are sufficient encumbered and unencumbered funds in the FY23 budget and Capital 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 FY 23 Encumbered Check Detail in the total amount of \$157,989.09 allocated to the various administration, operating and capital accounts.

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

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

Ms. Franchino noted that a transfer to the operating account was required to permit payment of the bills and invoices. Commissioner Puleio moved approval of a transfer of \$120,000.00 from the investment account to the operating account. Commissioner Hyncik seconded the motion, and it was unanimously approved.

Montgomery Township has not transferred tax receipts as of this meeting.

The auditor will not have the FY 22 audit available until the December meeting.

PURCHASING OFFICER'S REPORT – Mr. Newberry noted that he is working with the Chief on a number of purchases which will be discussed as part of the Chief's report.

OLD BUSINESS

Engine Committee: Commissioner Lemon reported that the committee voted 3-2 recommending the purchase of a 2024 Pierce Velocity pumper to replace E45-2 which has been in service since 2003. The new apparatus will match the other current apparatus. It will be outfitted with an 1,800-gallon water tank. Commissioner Lemon noted that after an extended discussion and research the committee did not recommend the SAMS pumping system. The apparatus will not have a light tower or a generator.

Commissioner Puleio moved a resolution submitting the purchase to the voters for approval at a capital referendum in the amount of \$1,460,000.00 to be held on December 12th. Commissioner Parise seconded the motion which then passed by a vote of 4 in favor, none opposed and 1 abstention.

ISO Evaluation: No correspondence has been received from ISO.

Generator Replacement – No report. Commissioner Parise agreed to take responsibility for the development of technical specifications necessary to permit the project to proceed.

Lease Renewal – The lease renewal document has been forwarded to the fire company for signature.

Training Facility – Commissioner Puleio reported that the project was approved by the Zoning Board on October 24th. Subsequent action will await the actual resolution which should be available in thirty days. No construction will take place until the new year.

NEW BUSINESS

Radio Replacement – The grant was discussed at a joint meeting of all of the grant recipients on October 19th. Rocky Hill will be the lead agency on the grant and will purchase the radios (28 portables and 7 mobiles) for the District from Wireless Solutions. The issue of how the match will be paid was not resolved at the meeting. It is unclear if the funds from the separate State grant awarded to the Township can be used as matching funds. Noting this uncertainty and concern that the grant will not cover all of the District costs it was agreed that the Board will seek an additional \$50,000.00 at the capital referendum for the purpose of communications upgrades. Chairman Spohn made a motion to add this amount to the December 12th ballot. Commissioner Hyncik seconded the motion, and it was unanimously approved.

FY 24 Budget – Chairman Spohn distributed a revised draft to the Board for consideration. It was noted that the township has not provided a certification of the new rates which is necessary to complete the budget. A number of issues were discussed, noting areas of over and under expenditure in the current year. Mr.

Spohn will continue to revise the draft and present a revised copy for review at the December meeting.

SFSF Grant - The Chief requested approval to purchase five firefighter helmets at a cost of \$1,930 from SafeTee using the SFSF grant monies. The request was unanimously approved on a motion by Commissioner Hyncik and seconded by Commissioner Puleio.

EMS Request –District 2 has approved the EMS request for the purchase of a rehabilitation tent heater/air conditioner. An invoice for District 1's share of the purchase price has been received from Sunbelt Inflatable Tents. Chairman Spohn moved approval of payment of the invoice. Commissioner Puleio seconded the motion, and it was unanimously approved.

Utility Truck – Nielsen Fleet completed the required updates to the apparatus, and it is now back in service. The apparatus is insured and registered.

CHIEF'S REPORT

Chief Schroeck reported that there were 18 calls for service in the month of October. In addition to the normal business meeting and truck cleaning, activities included a drill at the Upper Middle School, a Chief's night and an apparatus function check. Fire company physicals were also completed.

The items noted during the PEOSHA inspection have been corrected and a response noting the corrections has been submitted.

The Chief requested the purchase of two Altair 5X multi-gas meters at a cost of \$2,049.00 per meter. He additionally requested three new AED devices along with replacement pads, batteries and cases at a cost of \$5,629.00. It was agreed that these requests would be deferred to the December meeting when the year-end financials were available.

Engineers Report –

T45 – One flat tire was repaired by F & S Tire on November 11th. The extender on the valve stem was loose and allowed the tire to bleed out.

Tanker 45 – Flat tire repaired by F & S Tire on October 31. Cause of the flat was a nail in the tire.

MILSPRAY performed a protectant spray on all apparatus on October 31st.

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, December 12th, 2023 at 7:30 p.m.