

**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 October 10th, 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 September 12th, 2023 meeting were presented.

Motion to approve the minutes of the September 12th, 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: Office Expenses: \$15.00.

TOTAL ADMINISTRATION: \$15.00.

Operations: Rental Charges/Apparatus Housing: \$12,833.33; Repairs \$2,080.39;
Maintenance: \$8,047.64; Supplies \$756.38;
Training and Education: \$1,369.00; Utilities: \$2,581.83; General Operating: \$6,808.09.

TOTAL OPERATIONS: \$34,476.66.

CAPITAL APPROPRIATIONS: \$4,859.95 (Repair of SS45)

TOTAL OPERATIONS, ADMINISTRATION AND CAPITAL: \$39,351.61.

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

RESOLUTION 2023-22 Payment of Bills

Upon certification that there are sufficient encumbered and unencumbered funds in the FY23 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 \$39,351.61 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 Hyncik moved approval of a transfer of \$50,000 from the investment account to the operating account. Commissioner Puleio seconded the motion, and it was unanimously approved.

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

A check in the amount of \$325.16 was received from VFIS for the accident claim on the 2022 Chevy Tahoe.

A check was received in the amount of \$600.00 representing an excess premium following audit of FY 22 operations.

The auditor is not expected to have the FY 22 audit available until December.

PURCHASING OFFICER'S REPORT – Mr. Newberry noted that he is working with the Chief on a number of purchases.

OLD BUSINESS

Engine Committee: Commissioner Lemon reported the committee is 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 and a SAMS pumping system. It will not have a light tower or a generator. Pricing will be available at the November meeting so that a referendum can be scheduled to be included in the FY 24 budget.

ISO Evaluation: No correspondence has been received from ISO.

Generator Replacement – No report.

Lease Renewal –A draft renewal lease has been negotiated with the fire company. The document calls for an annual 2% rental increase. Commissioner Hyncik moved a resolution authorizing the Chair to forward the document to the fire company for signature and to execute it on behalf of the BOFC when it was returned. Commissioner Lemon seconded the motion, and it was unanimously adopted.

Training Facility – Commissioner Puleio reported that the project will have a hearing before the Zoning Board on October 24th. Subsequent action will await the action of the board. No actual construction will take place until the new year.

Grant Application - No new information.

New Utility Truck – The apparatus has been returned to the dealer make a number of modifications consistent with the purchasing specifications. At this time there is no estimated date for placing it in service.

NEW BUSINESS

Radio Replacement – There will be a meeting with the township, grant writers and recipient parties on October 19th to discuss how the radio purchases will occur consistent with the provisions of the grant. It is expected that the lead agency (Rocky Hill) will purchase for all of the agencies involved. The issue of how the match will be paid will be resolved at the meeting.

FY 24 Budget – Chairman Spohn distributed an initial draft to the Board for consideration. 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 November meeting.

SFSF Grant - The Chief will make a recommendation for the expenditure of the grant funds at the November meeting.

EMS Request – The squad has requested the purchase of a 3 ton, 36,200 btu heating/air conditioning unit for the recovery tent that was purchased last year. The total cost of the unit is \$9,300. It is anticipated that District 2 will provide \$4000 of the cost, the squad, \$2,000 and District 1 \$3,300. The Board agreed to proceed with the purchase assuming the approval and contributions of District 2 and the squad. Mr. Newberry noted that the board has received an invoice for their share of the purchase price from Sunbelt Inflatable Tents.

Existing Utility Truck – Noting that the replacement vehicle should be placed in service in the near future the Board discussed disposition alternatives for the present vehicle. It was agreed that the maintenance records should be reviewed to determine the condition of the vehicle. If major repairs are required, the vehicle will be disposed of. If it continues to operate with no major problems, it will be retained.

CHIEF'S REPORT

Chief Schroeck reported that there were 13 calls for service in the month of September. In addition to the normal business meeting and truck cleaning, activities included a demonstration of the SAMS pumping operations and an inflatable of boat drill.

The Chief noted that the station had a PEOSHA inspection. A few items need to be corrected.

Engineers Report –

SS 45 – Raritan Garage completed replacement of the transmission and the PTO box on September 29th at a cost of \$4,859.95 and the apparatus has been returned to the station. The onboard battery charger has failed and will be replaced with a 24 V battery maintainer.

T45 – Two flat tires on separate dates in early October. Both were caused by faulty valve stems which were replaced by F & S Tire.

Rescue 45 – During the annual PM collars for the light tower were found to be cracking making the mast rotation inoperable. Parts are on order and the light tower is out of service until it can be repaired.

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, November 14th, 2023 at 7:30 p.m.