

**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 13, 2020

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 offices and provided to any person requesting same prior to the meeting.

Roll Call – Upon Roll Call the following Commissioners were present: W. Spohn, W. Hyncik, E. Lemon, M. Parise and Ricky Puleio Jr. Also present: QPA W. Newberry, Attorney E. Perkins, Treasurer Lynn Franchino, Chief Jeff Huxley, Asst. Chief Rich Kennedy.

Approval of Minutes – The minutes of the September 8, 2020 meeting were presented for approval.

Motion to approve the minutes of the September 8, 2020 board meeting by Commissioner Hyncik; 2nd by Commissioner Puleio. 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: Office expenses \$940.00.

Operations: Insurance: \$1,925.00; Maintenance and Repairs: \$7,406.36; Rental charges: \$12,200.00; Utilities: \$2,050.00; general operating expenses: \$2,843.99

Capital: \$2,046.00

Total Administration, Operations and Capital: \$29,411.35.

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

RESOLUTION 2020-21 – Payment of Bills

Upon certification that there are sufficient encumbered and unencumbered funds in the 2020 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 in the total amount of \$29,411.35 allocated from the various 2020 operating and capital accounts.

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

Abstention noted for Chairman Spohn for limited items pursuant to annual notice.

PURCHASING OFFICER'S REPORT

QPA Newberry reported that all items approved at the September meeting have been ordered and received.

At the request of the Chief, quotes have been obtained for the purchase of six ARK bags; six PROTEC helmets and liners and six Rescue Task Force vests in the total amount of \$8,708.16. The cost of these items will be allocated as follows: \$1,779.50 will be charged to the SFS grant; \$2,902.72 will be charged to the EMS line item; the balance of \$4,025.95 will be charged to the turnout gear line item.

The TFT valve that was received from Continental was the wrong size and is in the process of being exchanged with the assistance of QPA Newberry.

NEW BUSINESS

Electronic Dispatch Renewal: The Chair announced that he had renewed the subscription for the electronic dispatch system. He noted that the system with upgrades utilizes cell phones and avoid the necessity to purchase electronic alert devices.

OLD BUSINESS

2019 Audit: The auditor reports that she is working on the audit and that it should be available at the November meeting.

BOFC email Accounts: New accounts are operational. Commissioners are adapting to accessing the new system.

Member Drivers Abstracts: Chairman Spohn reported that the review is in progress.

Background Check Policy – Review with company members continues.

Gear Washer/Dryer – Continuing review of options.

New Aerial Apparatus – Unable to register. Efforts will continue.

Rescue Task Force – No meeting.

Member Medical Review – The review by Access Health has been scheduled.

Weight Room – Commissioner Parise proposed the purchase of a Peleton Bike (\$2,613.25); a chin up rack (\$240.00); a TRX with mounting bracket (\$200.00). He also requested the BOFC approve up to \$550.00 for sessions with a professional trainer.

Commissioner Hyncik moved approval of the above purchases. Commissioner Lemon seconded the motion that was then unanimously approved by a vote of the BOFC.

CHIEF'S REPORT – Chief Huxley reported that there were 15 calls in the month of September. Activities for the month included truck/equipment checks and a water rescue drill.

The Chief requested and received approval to purchase 4 color ribbons for the ID maker in the amount of \$180.00.

A motion to approve the requested reimbursement was made by Commissioner Hyncik, seconded by Commissioner Lemon and approved by a unanimous vote.

Engineers Report

T45: The engine fault code could not be confirmed by Fire and Safety Services. F&SS will continue to research. Redline Fabrication completed the upgrades on October 9th for the previously approved amount of \$2,630.00.

Marine 45: Redline Fabrication is in the process of fabricating and installing the approved upgrades.

R45: Still awaiting TASC to schedule replacement of the OOS hydraulic high-pressure line.

E45-2: Equipment to be serviced when TASC performs the R45 repair.

The undercoating of all apparatus by MILSPRAY approved at the August meeting has been completed.

2021 Budget:

Commissioner Parise has obtained the credentials to access the DCA website for the budget documents. The district ratables should be available on or about October 15th.

A public hearing will be held at 7:00 p.m. before the November to approve capital projects for inclusion in the 2021 budget. The list of projects includes the purchase of a new utility truck estimated at \$100,000; a laundry remediation system at \$25,000 and replacement of the generator at \$75,000.

Chairman Spohn led the Board through a line by line review of the proposed budget. Several adjustments were considered. The document will be redistributed before the November meeting.

ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 8:40 p.m. The next regularly scheduled meeting of the Board will be held on Tuesday, November 10, 2020 at 7:30 p.m.