

**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 September 14, 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. Spohn, E. Lemon, Wm. Hyncik, M. Parise and Ricky Puleio Jr. Also present: QPA W. Newberry( by Zoom), Treasurer Lynn Franchino, Attorney E. Perkins, Deputy Chief R. Kennedy

**Approval of Minutes** – The minutes of the August 10, 2021 meeting were presented.

*Motion to approve the minutes of the August 10, 2021 board meeting was made by Commissioner Hyncik; 2<sup>nd</sup> by Commissioner Spohn. Motion passed without objection.*

**Public Comment** – None

**Meeting Updates** –

Emergency Services –No meeting last month.

Fire Prevention – No meeting last month.

Rescue Task Force- No meeting last month.

**HURRICANE IDA** – Chairman Spohn reported on the initial impact of the storm which passed over the district on September 1<sup>st</sup>. He noted that three vehicles sustained extensive damage. The Chiefs car was completely submerged at the Chiefs residence while he was working and not at home. The car is likely a total loss. Insurance coverage on the Chief's car is for the fair market value of the vehicle. The special purpose vehicle was used to make a number of high-water rescues. It was ultimately overtaken by a wall of water and also submerged leaving the crew and rescue victims clinging to the roof until they could be rescued by boat sometime after 1:00 a.m. The vehicle is likely a total loss. Insurance coverage on that vehicle

is set by agreed upon value in the amount of \$70,000.00. The insurance company will likely pay the amount of the policy. Tower 45 was also overcome by water after it had rescued to individuals. The rising water caused the truck to shut down and it could not be moved. After the storm it was towed to Detroit Diesel. The engine filters and other items damaged by water were removed and replaced. The motor itself appears to be in good shape. The apparatus will now be transported to Fire and Safety Services for an assessment of damage to the lights, generator and general electric system. The time frame for the assessment is still unknown as F&SS has at least eight to ten other vehicles which were also damaged waiting for assessment and repair.

Chairman Spohn noted that Marine 45, the inflatable boat, was used widely for rescue throughout the storm. Marine 45 was donated by the Montgomery Rotary in 2018. A letter of appreciation will be sent to the Rotary.

### **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:* Bookkeeping: \$1,900.00; Office Expenses: \$3,302.96; Professional Services \$3,400.00.

*TOTAL ADMINISTRATION:* \$8,602.96.

*Operations:* General Operating: Medical \$1,634.00; General Operating: Other \$5,029.48; Insurance: \$5,228.00; Maintenance and Repairs: \$295.55; Rental Charges/Apparatus Housing: \$12,333.33; Supplies: \$1,582.00; Turn Out Gear: \$8,177.78; Utilities: \$2,185.67.

*TOTAL OPERATIONS:* \$36,465.81.

*Capital:* 2021 Utility Vehicle: \$7,161.75.

*TOTAL ADMINISTRATION, OPERATIONS and CAPITAL:* \$52,230.52.

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

### **RESOLUTION 2021-21 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 \$52,230.52 allocated to the various 2021 operating and capital accounts.*

*Motion to approve accept the Treasurer's report and approve payment of the bills by Commissioner Hyncik, 2<sup>nd</sup> Lemon. Resolution Ayes: Spohn, Hynick, 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 rescue task force vests have not been delivered and the vendor is still unable to supply a delivery date.

The vendor has provided a stock number for the utility. Status of the order will be reviewed in 60 days.

The purchase order for the washer and dryer have been forwarded to the vendor. Delivery is anticipated in mid to late October.

The four sets of turnout gear have been ordered as have the ram mounts and cases.

The APX portable radio was delivered on August 30<sup>th</sup>.

The vendor claims that the captain helmet front was shipped and delivered. As it cannot be found it will be re-ordered.

MES will pick up the strong arm unit and replace it with a loaner while assessing the problem with the unit.

Mr. Newberry noted that the BOFC minutes have been posted on the website through July.

### **NEW BUSINESS**

Chairman Spohn noted that to reduce the annual cost he had changed the email provider from Go Daddy to Microsoft Office 365.

He also noted that the BOFC computer in the Chief's office had failed. He replaced the system board, and the computer is now functional again. Replacement of the computer should be anticipated.

The Chairman indicated that work on the preparation for the 2022 should begin immediately. He would like to consider a first draft at the October meeting and aim

for adoption at the November meeting. Consideration should be given to reclassification of some appropriations into the supply line.

### **OLD BUSINESS**

Confirming the discussion at the July meeting, it was agreed that the Board would approve the purchase of fire gloves and charge the purchase to the supplies account. Commissioner Hyncik moved a resolution to approve the purchase in the amount of \$1,920.00. Commissioner Lemon seconded the motion, and it was unanimously approved.

Noting the discussion that took place last month, and the improved communication between the fire department and EMS officers, Chairman Spohn moved approval to spend up to \$3,000.00 for the purchase of a mobile rehab tent, subject to the provision of the remaining funds for the acquisition by the BOFC of Fire District 2. Commissioner Hyncik seconded the motion which was unanimously approved.

### **CHIEF'S REPORT**

Deputy Chief Kennedy reported that there were 25 calls in the month of August. In addition to the normal business meeting and truck cleaning, four drills were conducted including a tanker drill, an extrication drill, a roof ventilation drill and a water rescue drill. He noted the timing of the tanker drill the night before the Hillsborough call and water rescue drill immediately before Tropical Storm Ida.

Chief Kennedy noted that there were 27 calls during Tropical Storm Ida. The company rescued eight civilians and four firefighters. As noted by Chairman Spohn, three pieces of apparatus remain out of service. The officers continue to debrief storm activities with other fire companies and agencies. A tentative list of damaged or lost equipment has been compiled. Additional items will be added to the list as their status is confirmed. He noted that no one has been able to get into the rear of the Chief's vehicle to assess the damage to the items contained within.

Approval was requested for SCBA flow testing at an estimated cost of \$2,777.60. The testing would be conducted by the State contract approved vendor. Hydrostatic testing of the bottles is required every five years. The Chief will report on the acquisition dates of the SCBA units and bottles so that testing can be included in the budget and the replacement cost can be included in the capital budget.

The Chief is following up on the replacement TFT valve for the tower. The original was returned to Continental as it was the wrong size.

### **Engineers Report**

The bulk of the report concerned apparatus items as described above in the Chair and Chief's reports.

Elizabeth Truck is still waiting for the light tower for Engine 45-2. Repairs expected to be completed in early October.

Utility 45 is OOS while the spark issue from the undercarriage is repaired. Repairs expected to be complete in early September.

Awaiting final invoice for the fire extinguisher recharge.

**ADJOURNMENT:** There being no further business to come before the Board, the meeting was adjourned at 8:50 p.m. The next regularly scheduled meeting of the Board will be held on Tuesday, October 12th, 2021, at 7:30 p.m.