

**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 12th, 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 Chairman 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 Spohn, Mike Parise, Eric Lemon and Ricky Puleio Jr. ; Absent: William Hyncik
Also present: QPA William Newberry, Bookkeeper Lynn Franchino, Chief Kevin Schroeck, Deputy Chief Rich Kennedy and MTVFC#45 Member Phil Adams
Absent: Attorney Eric Perkins

Approval of Minutes – The minutes of the September 12, 2023 meeting were presented.

Motion to approve the minutes of the September 12th, 2023 board meeting was made by Commissioner Lemon; 2nd by Commissioner Puleio. Motion passed without objection.

Public Comment – None

Meeting Updates –

Emergency Services – Meeting was held on August 22nd. Commissioner Puleio attended.

Fire Prevention – No meeting. October is Fire Prevention month, and MTVFC District #2 will be hosting the annual Township event.

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: \$4,349.63; Professional Services; \$4,200.00

TOTAL ADMINISTRATION: \$8,549.63.

Operations: Rental Charges/Apparatus Housing: \$12,833.33; General Operations: Medical \$180.00; General Operations: Other \$10,594.06; Insurance: \$22,116.00; Maintenance and Repairs: \$7,318.93; Supplies \$7,425.19; Training and Education: \$900.00 Utilities: \$2,906.54; Fuel \$1,737.45 (FY22).

TOTAL OPERATIONS: \$64,274.05 (FY 23) \$1,737.45 (FY22).

TOTAL OPERATIONS, ADMINISTRATION: \$72,823.68 (FY23); \$1,737.45 (FY 22)

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

RESOLUTION 2023-21 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 \$72,823.68 and \$1,737.45 (FY22) 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 Lemon, 2nd by Commissioner Parise. Resolution Ayes: Spohn, Parise, Lemon, and Puleio. Nays: None

On motion by Commissioner Lemon, 2nd by Commissioner Puleio, the Board authorized Ms. Franchino to transfer \$60,000 from the PNC Investment Account to the PNC Operating Account. Resolution Ayes: Spohn, Parise, Lemon, and Puleio. Nays: None.

After the August meeting (8/15/2023), Chairman Spohn informed the Board that a payment had been made to Branning Collision Centers of Princeton in the amount of \$7,577.22 for repairs of the 2022 Chevrolet Tahoe. An insurance claim payment was received in the amount of \$7,152.06.

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

PURCHASING OFFICER'S REPORT –

OLD BUSINESS

Engine Committee: Commissioner Lemon reported that the committee received a preliminary drawing with an option list from the representative at Fire & Safety, as well as current pricing effective through January 2024. Productive discussions occurred between the Board and Engine Committee members regarding the options presented as well as the pricing of the vehicle and anticipated price increases that would occur prior to the time the purchase could be made. Comments and questions from Fire Company members were relayed by Chairman Spohn, and a series of next steps and action items were discussed. Chairman Spohn specifically asked for the incremental cost for the SAM pump option and for the costs of several recent pumpers sold by Fire & Safety for a current comparison. A November 2023 referendum (special election) asking voter approval to make this capital purchase in 2024 is anticipated. A review of available capital and long-range capital needs are to be discussed at the October meeting.

ISO Evaluation: Chief Schroeck continues to await the new ISO score based on the evaluation completed in May 2023.

Generator Replacement – A meeting will be set up between Chairman Spohn, Commissioner Parise, and QPA Bill Newberry to discuss options and next steps to be taken.

Lease Renewal – There was no discussion on this topic.

MEMS – Chairman Spohn had brief informal discussion with a representative of the Montgomery EMS regarding the Board's 2023 purchase for the Squad's use. Further details and a presentation to the Board can be expected.

Training Facility – An application is to be heard by the Zoning Board on September 26th (waiting for confirmation of the date).

Grant Application - A federal grant was approved in the amount of \$300,000 for a total of 150 portable radios and 40 mobile radios. Out of the total number of radios approved in this grant, MTVFC#45's allocation will be 28 portable radios and 6 mobile radios. Firehouse Grants LLC has been retained to manage the grant funds and required documentation. Additionally, Montgomery Township has been awarded a state grant for "Communications" in the amount of \$419,000. The specifics of what this grant money can be used for are not yet known, but Chief Schroeck expressed his gratitude to Mayor Keenan for her efforts in applying for the grant and for her strong support of Montgomery's Emergency Services.

Utility Truck – The apparatus will be returned to Nielsen Fleet for updates.

NEW BUSINESS

CHIEF'S REPORT

Chief Schroeck reported that there were 21 calls for service in the month of August. In addition to the normal business meeting and truck cleaning, activities included a boat drill and a tanker drill. New radios were installed in the Deputy Chief's vehicle, which can now be used as a Command Vehicle. A PEOSHA inspection is expected before the end of the month.

ENGINEER'S REPORT

Confires completed hydrostatic testing on fire extinguishers on September 11, 2023.

IIA completed its hose, ladder and appliance testing on September 1, 2023. All equipment passed with the exception of three (3) lengths of hose.

Hydraulic tool testing was completed on August 26, 2023 by TASC. All equipment passed.

Engine 45-2 – Preventative maintenance was in the process of being performed by Absolute at their location.

SS45 – Raritan Repair Garage is replacing the transmission and PTO box, as parts needing replacement were due to age and flood damage. Individual parts were not able to be located. Raritan Repair Garage and Engineer Lemon worked with Eastern Surplus to acquire a crated, rebuilt transmission as well as a PTO box.

Brush 45 – Preventative maintenance services and repairs were performed by Belle Mead Garage on August 16, 2023.

Utility 45 – Will be returned to vendor during the week of September 11, 2023 to make corrections from the initial build.

ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 9:30 p.m. The next regularly scheduled meeting of the Board will be held on Tuesday, October 10th, 2023 at 7:30 p.m.