

**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 January 14, 2025

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: Commissioners William Hyncik, Michael Parise, Ricky Puleio Jr., Phil Adams and William Spohn.

Also present: Bookkeeper Lynn Franchino, Attorney Eric Perkins, former commissioner Eric Lemon and Chief Kevin Schroeck.

Approval of Minutes – The minutes of the December 10th and December 23rd, 2024 meetings were presented.

Motion to approve the minutes of the December 10th and December 23rd, 2024 board meetings was made by Commissioner Hyncik; 2nd by Commissioner Puleio. Motion passed without objection.

Public Comment – None

Meeting Updates –

Emergency Services –No meeting last month.

Fire Prevention – No meeting.

Rescue Task Force- Planning is underway for a drill scheduled to take place in January.

Appointment of Commissioner – Chair Spohn noted that Commissioner Lemon’s resignation at the end of the month of December created a vacancy on the BOFC. He made a motion to appoint Phil Adams to serve as a member of the Board until the

election in February. Commissioner Hyncik seconded the motion, and it was adopted on a vote of 4-0. Attorney Perkins administered the oath of office to Mr. Adams and he then took his seat on the Board.

RESOLUTION 2025-01 Adoption of a Fire District Temporary Budget

In accordance with the provisions of N.J.S.A. 14-78.17, a temporary budget in the amount of \$94,819.20 representing 14% of the prior year budget exclusive of capital expenditures, is hereby adopted to provide for appropriations during the period between January 1, 2025 and final approval of the 2025 proposed budget by the voters on or about February 15, 2025.

Motion Hyncik; 2nd Puleio. The resolution was unanimously approved

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: Advertising: \$125.00(2024);Office: \$380.00.(2025)

TOTAL ADMINISTRATION: \$505.00.

Operations: General Operating Expenses/Repairs: \$11,395.95(2024); General Operating Expenses/Other:\$3,949.00(2024); \$182.25(2025); Rental Charges/Apparatus Housing: \$13,352.00(2025); General Operating Expenses/Other Supplies: \$12,524.56(2024); Utilities: \$2,038.48(2024);\$916.24(2025);SFS Grant \$1,779.50 (2024).

TOTAL OPERATIONS:\$31,687.49(2024); \$14450.49 (2025)

Unreserved Committed Funds: (Insurance reserve Ida related SS46) \$5,808.95.

TOTAL ADMINISTRATION, OPERATIONS and Unreserved Committed Funds:
\$52,431.93.

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

RESOLUTION 2025-02 Payment of Bills

Upon certification that there are sufficient encumbered and unencumbered funds in the FY 2024 and FY2025 budgets 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 2024 and FY2025 Encumbered Check

Detail, allocated to the various administration, operating and capital accounts. An additional \$5,808.95 is charged to the Ida insurance reimbursement account. Total bills to be paid in the amount of \$52,431.92.

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

Commissioner Hyncik moved the transfer of \$75,000 from the investment account to the checking account. The motion was seconded by Commissioner Puleio and approved by a unanimous vote.

The fire company share of the insurance premium has now been received.

RESOLUTION 2025-03 Authorizing the 2025 Budget to be read by Title

N.J.S.A. 40A:14-78.2 provides that the approved budget may be read by title, provided that at least one week prior to the hearing a complete copy of the approved budget was posted in the Montgomery Township municipal offices and was made available to each person requesting a copy during the week prior to and during the public hearing. The Board has complied with the provisions of the statute.

Motion: Spohn; 2nd Puleio. Motion passed without objection

Public Hearing on the 2025 Budget

No persons appeared to comment or object to the proposed budget. On a motion by Hyncik, 2nd Puleio, with unanimous consent the hearing was closed to the public.

RESOLUTION 2025-04 Adoption of 2025 Budget

Commissioner Parise reported that the Division of Local Government Services has approved the budget for adoption early this afternoon. After discussion by the Board, the proposed fire district budget for 2025 in the amount of \$1,136,922.00, of which the sum of \$1,015,142.00 is to be raised by taxation, (synopsis appended to these minutes) was presented for adoption. The estimated tax rate will be \$0.050 per \$100 assessed valuation, the same as 2024.

Chairman Spohn made a motion to adopt the 2025 fire district budget and to submit same to the state for certification. Commissioner Parise seconded the motion, and the budget was unanimously adopted.

RESOLUTION 2025-005 Establishing a Schedule of Open Public Meetings

Pursuant to the provisions of the N.J. Open Public Meetings statute, N.J.S.A 10:4-18, the Board of Fire Commissioners, Montgomery Township Fire District 1, establishes the following meeting dates for the 2025 calendar year and January 2026.

All meetings will commence at 7:30 p.m. and will be held at the Montgomery Township Volunteer Fire Company No. 1 Firehouse at 35 Griggstown Road in Belle Mead, New Jersey. Meeting agendas may be viewed at www.Montgomerybofc1.org Official action may take place at any meeting on the dates set forth below.

Meetings will be held on the following dates:

January 14, 2025	July 8, 2025
February 11, 2025	August 12, 2025
March 11, 2025	September 9, 2025
April 8, 2025	October 14, 2025
May 13, 2025	November 11, 2025
June 10, 2025	December 9, 2025

January 13, 2026

Commissioner Adams moved adoption of the 2025 schedule of meetings. The motion was seconded by Commissioner Puleio and unanimously adopted.

RESOLUTION 2025-006 Establishing Official Newspaper of the Fire District

The Courier News of Bridgewater, New Jersey is designated as the official newspaper of the Fire District for public notices and other public communication. When notification to a second newspaper shall be required by law the Board designates the Princeton Packet for such purpose. Courtesy copies of all public notices shall be provided to the Montgomery News.

Motion: Spohn 2nd Adams. Resolution passed with unanimous consent.

RESOLUTION 2025-007 Adopting a Cash Management Plan

The Board hereby adopts a Cash Management Plan in accordance with the provisions of N.J.S.A. 40A:5-14 and the N.J. Local Finance Board guidelines designating PNC Bank, the Bank of Princeton and the Royal Bank of Canada as

official depositories of the fire district, and authorizing additions to or deletions from these designations as long as the institutions are GUDPA participating and authorized by law as a public depository. Disbursements from such accounts shall be by official check, signed by two commissioners. Investments are as authorized by N.J.S.A. 40:5-15.1 are permissible by Resolution of the Board. A report summarizing all investments made or redeemed shall be included in a monthly report by the Treasurer. The plan shall be subject to the annual financial audit of the fire district.

Motion to approve by: Hyncik; 2nd by Parise. The *Motion passed unanimously.*

RESOLUTION 2025-008 Appointing a LOSAP Administrator

Commissioner Parise moved a resolution designating Corebridge Financial as the designated investment institution and administrator for the LOSAP program. The resolution was seconded by Chairman Spohn and adopted by a unanimous vote.

OLD BUSINESS

Personnel – Chair Spohn reported that the personnel matter involving the newly elected Chief was unable to be resolved. The fire company voted to expel the newly elected chief and then held an election to fill the vacancy. Chief Kevin Schroeck was re-elected to fill the position.

Training Facility: No update.

New Apparatus: No update.

Generator Replacement: No update.

Hamlet Court Tank – No update.

LOSAP – Commissioner Parise reported that he has compiled the list of the 26 responders who qualified and proposed payments pursuant to the program. He noted that the state has approved a 3% increase to the program making the maximum contribution \$2,141.00. He made a motion to post the LOSAP list at the firehouse for one month in accordance with the law to allow responders to review and confirm their participation numbers. Chairman Spohn seconded the motion, and it was unanimously adopted.

Commissioner Parise noted that the Corebridge representative will be visiting next month to sign up and review the program with members.

Gym Equipment – Items ordered. No report

NEW BUSINESS

FY 2025 Commissioner Election:

Two petitions have been received for the two open positions. A petition was received from Chairman Spohn and from Commissioner Adams. The closing date for the filing of petitions is this Friday, January 17, 2025.

CHIEF'S REPORT

Chief Schroeck noted that there were 26 calls for service in the month of December. Average response time was 10 minutes with 10 members and two apparatus. Training activities included the monthly business meeting, truck checks and a Jeopardy drill.

The Motorola grant radios have been delivered and should be inventoried and assigned shortly. The Chief will review the status of the old radios and make a recommendation to the Board for their disposition. He also noted that there has finally been some success in getting the Mercer County channels added to some radios.

The Chief continues to research multigas meters (two multigas meters have previously been approved).

Chief Schroeck noted that early registration was open for the FDIC convention. He requested to book airfare and register five persons. Commissioner Hyncik moved approval of the amount of \$2,200 for registration. Chairman Spohn seconded the motion, and it was unanimously approved.

The township fire marshal will retire in the month of February. The job has been posted to recruit a replacement.

The Chief requested the Board to consider re-purposing the old Board meeting room which has not been used for several years. The Board will review the issue and respond next month.

(The following items previously approved and ordered have not been delivered;

One set of turn out gear (part of second order for two sets) and Holmatro Core/Battery Rescue System.

Ten totes of Class A foam have been received. Class B foam needs to be ordered.))

Engineers Report

Deputy Chief Lemon reported in the absence of Engineer Frank Wendling III.

Fire & Safety Services was unable to perform the annual PM's for the apparatus before the end of 2024. The money for the PM's will be encumbered. A new date for the PM's has not been established.

SS-45 was put back in service on January 2nd after completion of repairs to the front wheel axle hubs and replacement of the parking brake components. The work was performed by Raritan Repair Garage. It was noted that the apparatus is capable of going into water approximately three feet deep. If the apparatus is deployed in substantial water, it should thereafter be sent to Raritan Garage to assess the hubs and other components that may suffer water damage.

45-102 – Absolute picked up the apparatus on January 6 to replace the pressure governor for the water pump and to repair the intake relief valve. The work was completed, and the apparatus was returned to service on January 10th.

Confires refilled two fire extinguishers on the command vehicles on December 20th.

The Assistant Chief's vehicle was repaired at Belle Mead Garage on December 26th. Repairs included a camshaft sensor, replacement of the evaporator purge valve and a radiator heating hose.

The 2022 command vehicles were assessed by Quality Truck and Tire as the rear suspension appears to be sagging due to the equipment installed at the rear of the vehicles. The Tahoe standard suspension is not rated for this amount of weight. It was suggested that the standard suspension be replaced in both vehicles with a heavy-duty suspension. The estimated cost would be \$750.00 for each vehicle or a total of \$1,500.00. Commissioner Hyncik moved a resolution to approve this expenditure. Commissioner Parise seconded the motion, and it was approved.

ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 8:05 p.m. The next regularly scheduled meeting of the Board will be held on Tuesday, February 11th, 2025 at 7:30 p.m.