

**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 14th, 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 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: Commissioners Philip Adams, William Hyncik, Michael Parise, Ricky Puleio Jr. and Chairman William Spohn.

Also present: Chief Kevin Schroeck, Bookkeeper Lynn Franchino, Rich Kennedy and Attorney Eric Perkins.

Approval of Minutes – The minutes of the September 9th 2025 meeting were presented.

Motion to approve the minutes of the September 9th board meeting was made by Chairman Spohn; 2nd by Commissioner Adams. 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 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 Expense: \$320.00 (annual copier contract).

TOTAL ADMINISTRATION: \$320.00.

Operations: General Operating Expense: \$6,072.29; Maintenance and Repairs: \$4,442.67; Rental Charges/Apparatus Housing: \$13,352.00; Supplies: \$653.18; Training and education: \$1,125.00; Turn Out Gear: \$15,088.25; Utilities: \$3,012.90.

TOTAL OPERATIONS: \$43,746.29.

TOTAL ADMINISTRATION and OPERATIONS EXPENSES: \$44,066.29.

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

RESOLUTION 2025-18 Payment of Bills

*Upon certification that there are sufficient encumbered and unencumbered funds in the FY 2025 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 the FY 2025 Encumbered Check Details, allocated to the various administration, operating and capital accounts. Total bills to be paid in the amount of **\$44,066.29.***

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

Commissioner Hyncik made a motion to transfer the sum of \$100,000.00 to the operating account to cover the approved payments. Commissioner Parise seconded the motion and it was unanimously approved.

It was noted that the trash removal invoice for the month was higher than usual. The issue will be reviewed next month to determine if this was a one-time event or represents a permanent increase.

Mr. Perkins reported that he had followed up with Montgomery Township regarding the 2025 SNSF grant monies. The Township will disburse the monies to the BOFC during the month of October.

Ms. Franchino indicated that she has emailed Brian Voss and requested an insurance premium reimbursement from the fire company in the amount of \$10,225.00,

NEW BUSINESS

Firefighter Credentialing – Chief Schroeck requested approval to spend approximately \$4,800.00 to have all active responders fingerprinted. This action

has been discussed at the county and state levels for several months and is intended to enhance public safety. The vendor would come to the firehouse to perform the fingerprinting. Commissioner Hyncik moved approval of the purchase. Commissioner Pulieo seconded the motion which passed unanimously. The purchase will be charged to the general operating account.

OLD BUSINESS

MEMS Funding: Chairman Spohn indicated that he had spoken with a MEMS representative and that MEMS would request the purchase of a portable generator to assist them in their operations. Chair Spohn made a motion to approve the purchase of a portable generator in the amount of \$2,800.00 for MEMS. Commissioner Hyncik seconded the motion and it was unanimously adopted. Chief Schroeck will purchase the generator through Grainger and deliver it to MEMS.

FY 2026 Budget: The Board considered the draft budget and made several suggested changes. The utilities line will be increased to \$42,000.00 noting the rising cost of utilities. The sum of \$2,000 will be added to fitness line which had been zeroed out. The line item for per diem firefighters will be eliminated. Several other line items were reduced or reallocate. Chairman Spohn will provide a copy of the budget Excel spreadsheet to Commissioner Adams to assist him in preparing the budget in the FAST format required by the State.

The CNC-3 form has been received from the township tax office. The new ratable numbers will be used in preparing the budget.

Correspondence with Governing Body: The Board discussed the efforts to clarify that the letter sent by the former member reflected his opinion as an individual and not as an officer of an adjoining company. There has been no reaction or correspondence from the municipal officials.

VFIS Insurance Audit: The review of fire company policies and procedures is on-going.

New Apparatus: No update on delivery date.

Generator Replacement: No update.

Gym Equipment – Patricia Foti appeared on behalf of the fire company and presented a proposal to replace the Universal Gym. She noted that age of the existing equipment and that several features were broken. She requested that the Board purchase a replacement from Lifefitness which is the sole source provider of the equipment. The proposed device has a five-year warranty on pullies and a ten-year overall warranty and is a commercial grade product. The device will be mounted to the floor and has 22 positions. Chairman Spohn made a motion to approve the purchase in the amount of \$8,200.00, with \$6,000 charged to the open

2024 Training encumbrance (approved December 2024) for the purchase of this gym equipment, and the remainder charged to the current 2025 Training budget. Commissioner Puleio seconded the motion which then passed on a unanimous vote. Delivery time is estimated to be 12 weeks.

The old Universal Gym is broken and has no resale value. It will be taken apart and disposed of as scrap.

Brush Truck – Chairman Spohn reported that the committee continues to meet to consider alternatives. The latest estimates are in the range of \$400,000.00. It is anticipated that this amount can be reduced to \$350,000.00. With the cost of equipment the ballot question will likely be \$375,000.00. The apparatus has a delivery time of two years and would be purchased through the HGAC cooperative. Final approval of the ballot question is anticipated at the November meeting.

Foam Replacement – All of the old foam has been removed and replaced on all apparatus. Chief Schroeck has filed with the State for reimbursement in the event that monies are provided for this project in the future.

NJ Division of Fire Safety – The signs designating maximum room occupancy have been posted in all rooms.

Training Facility – Commissioner Puleio reported that he and Chairman Spohn had a very positive meeting with the trustees of the fire department. Discussions will continue during the coming month.

Radio Equipment – The inventory of the new equipment has been received. There is no market for the re-sale of the old equipment. Commissioner Adams made a motion to donate the old equipment as surplus to the 911 fund. The motion was seconded by Commissioner Puleio and unanimously approved.

CHIEF'S REPORT

Chief Schroeck reported that there were 24 calls for service in the month of September. The major call for the month was a successful water rescue of two occupants of a vehicle that had crashed into the Millstone River. The Fire Prevention month open house will be held on Saturday, October 18th.

Chief Schroeck has a state contract quote from Gentilini Motors on a replacement chiefs truck. This apparatus will replace the apparatus that was destroyed by a falling tree. The insurance claim was paid in the amount of \$60,000. The new quote is in the amount of \$66,222.00 and does not include graphics. Delivery is anticipated in June of 2026. Chairman Spohn made a motion to approve the purchase utilizing the insurance settlement proceeds augmented by monies from the general fund. Commissioner Puleio seconded the motion and it was unanimously approved.

Chief Schroeck requested approval to purchase a Bascom Turner gas meter in the amount \$1,875.00 using the monies from the annual SNSF grant. Chairman Spohn made a motion to approve the purchase which was seconded by Commissioner Parise and approved by unanimous vote.

The three sets of fire gear previously approved remain in process awaiting a quote from NJFE. No status report on the items approved for purchase at the August or September meetings.

Engineers Report

Engineer Frank Wendling electronically submitted a report to the Board.

No major repairs were reported on any of the apparatus. An electrical short in the roof light bar on Tanker 45 was repaired.

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, November 11th, 2025 at 7:30 p.m.