

**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 April 8, 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. and William Spohn. Absent: Commissioner Philip Adams (FDIC).

Also present: Bookkeeper Lynn Franchino, Engineer Frank Wendling III and Attorney Eric Perkins

Approval of Minutes – The minutes of the March 11th 2025 meeting were presented.

Motion to approve the minutes of the March 11th board meeting 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- 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: Elections: \$933.82.

TOTAL ADMINISTRATION: \$933.82

Operations: General Operating Expenses: \$2,612.62; Insurance: \$20.00; Rental Charges/Apparatus Housing: \$13,352.00; General Operating Expenses/Maintenance and Repairs: \$19,956.58; Supplies: \$1,207.97; Training and Education: \$250.00 Utilities: \$3,201.83.

TOTAL OPERATIONS: \$40,601.20

CAPITAL EXPENSE: \$17,500.00 Training Center

TOTAL ADMINISTRATION, OPERATIONS and CAPITAL EXPENSE: \$59,035.02

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

RESOLUTION 2025-11 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 FY 2025 Encumbered Check Detail, allocated to the various administration, operating and capital accounts. Total bills to be paid in the amount of \$59,035.02.

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

Chairman Spohn moved the transfer of \$100,000 from the investment account to the checking account. The motion was seconded by Commissioner Hyncik and approved by a unanimous vote.

Commissioner Hyncik will follow-up on the research with American Water and Republic Services regarding the monthly fees for water and trash removal.

Commissioner Hyncik noted that a T bill was renewed on March 21st in the amount of \$100,000.00 at a rate of 4.07% for a one-year term. Another T bill will mature on April 15th and be extended for a similar term. The next renewal will occur on September 26th. The average rate of return on capital investments at this time is 4.26%.

Ms. Franchino noted that the Board has been assessed a dormancy account fee by Princeton Bank. It was agreed that this account is no longer necessary and that it should be closed with the proceeds being transferred to the PNC investment account.

Commissioner Hyncik noted that newly elected Commissioner Philip Adams needs to be added as a signatory to the bank accounts and former Commissioner Eric Lemon should be removed as a signatory. He made a motion to authorize the addition of Commissioner Adams and deletion of Commissioner Lemon. The motion was seconded by Chairman Spohn and approved by a unanimous vote of the board. Commissioner Hyncik will begin the process of contacting the banks and obtaining the new signature cards.

OLD BUSINESS

Training Facility: Commissioner Puleio reported that the contractor has finished the floors and drains. The first part of the project is now complete. Payment for the work completed is included in the invoices for approval at this meeting.

Insurance Audit: The recommendations from the report need to be addressed by June 30th. The fire company needs to implement the changes to policies and procedures which were recommended by the audit. The Chief's report indicates that the committee had its initial meeting to review the bylaws.

LOSAP – Commissioner Parise reported that he had mailed the annual LOSAP contribution check to Corebridge.

New Apparatus: No update.

Generator Replacement: No update.

Hamlet Court Tank – No update.

Gym Equipment – Items ordered awaiting delivery.

Website – Commissioner Adams has assumed responsibility for the website maintenance and the site has been updated to reflect the personnel changes on the Board.

Brush Truck – Commissioner Parise reported that the committee has begun to meet but that he was not notified of the meeting. The committee will be reminded to include all members in future meeting announcements.

NEW BUSINESS

Annual Financial Disclosure Filings – Attorney Perkins reminded the members of the Board of their obligation to file the requisite state forms by April 30th.

CHIEF'S REPORT

Engineer Wendling noted that the Chief has submitted a written report. There were 18 calls for service in the month of March. Drills included monthly truck checks, a pump class, a team building drill and a brush fire class.

The Chief's report indicates that the three thermal imaging cameras approved at last months meeting at a cost of \$3,597.00 from NJFE have not been delivered. The three MSA Altair 4X's are also on back order. The previously delivered MSA Altair 5X meters have been returned to the Fire Store. The fire gear from NJFE also remains on back order.

The two chiefs jackets approved at last month's meeting have been received from First Tactical as have the two Vulcan stream lights for the brush truck from the Firestore, and the 36 pairs of leather work gloves from Grainger.

The orders for PPE and helmet shields remain back ordered.

Discussions continue for the re-purposing of the old Board meeting room.

Engineers Report

Engineer Frank Wendling electronically submitted a written report to the Board.

E45-3 The PM was completed. Awaiting quote from F&SS for new brakes, a new muffler and repair of an oil leak at the input shaft seal for the transfer case. The apparatus remains in service.

Tanker 45: The two cracked valves have been replaced. The apparatus is back in full service.

T 45: All of the issues raised in the annual PM report have been corrected.

U 45: Returned to dealer for warranty repair.

Car 45-3: Remains OOS at Belle Mead Garage for persistent check engine light issue.

The springs on the Deputy Chief's car have been upgraded and the apparatus drives much better. The same improvements will now be scheduled on the Chief's car.

ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 8:00 p.m. The next regularly scheduled meeting of the Board will be held on Tuesday, May 13th, 2025 at 7:30 p.m.