

**BOARD OF FIRE COMMISSIONERS
Montgomery Township Fire District 2
PO Box 264
Blawenburg, New Jersey 08504**

MINUTES OF OCTOBER 10, 2024

CALL TO ORDER

The regularly scheduled meeting of the Board was called to order by Vice Chairman Ruppert at 7:30 p.m. following proof of publication under the Open Public Meetings Law. Annual meeting notice published in the Courier News official newspaper of the district and provided to two other newspapers, filed with the municipal clerk, posted at the Montgomery Township Municipal Building, board offices and fire district web site, and provided to any person requesting same prior to the meeting.

Roll Call

Present: Commissioners Gerry Hogan, Rich Hopkins (virtually), Stephen Morrison and Michael Ruppert.

Absent: Chairman Andy Mozumdar

Also present: Chief Adam Verducci (virtually), Engineer Justin Kabis (virtually) Assistant Chief Kyle Rendall(virtually), Captain Dan Labos, Attorney Eric Perkins and Accountant Susan Perkins.

Approval of Minutes

On the motion of Commissioner Morrison, seconded by Commissioner Hogan, the minutes of the meeting of September 12th, 2024 were unanimously approved.

Public Comment - None

Meetings

Emergency Services –No meeting this month.

Fire Prevention – A fire prevention month open house will be held with District 1 at the Station 45 firehouse on Thursday, October 24th.

Rescue Task Force- The drill scheduled for Somerville in October has been rescheduled for November.

LEPC – No meeting held.

Chiefs Report

There were 27 calls in the month of September. Two drills were conducted.

There were no requested requisitions for the month.

ENGINEER'S REPORT

T46 – Sidewall of rear tire damaged. Replaced with a spare in storage at the station by STS in the amount of \$238.95. A possible hydraulic leak is being investigated.

U46 - Accident damage awaiting repair. The apparatus remains in service.

Engineer Kabis requested approval of a requisition for annual Milspray undercoating. The request was unanimously approved on a motion by Commissioner Ruppert, seconded by Commissioner Hogan.

The Engineer's report emailed to the BOFC contains a detail of remaining projected PM activities.

TREASURER'S REPORT

Bills:

A copy of the Treasurer's Report was made available to each commissioner with a list and description of the bills to be paid. Additional detail is included in the Treasurer's report. The report was accepted as presented.

Administration: No administrative invoices.

Total Cost of Administration: \$0.

Cost of Operations: Apparatus Housing: \$16,000.00; General Operations-Repairs and Maintenance: \$802.96; Supplies/New Equipment: \$680.50; Utilities: \$573.62; Training and Fire Prevention: \$2,399.64.

Total Cost of Operations: \$20,456.72.

Total Cost of Administration and Operations: \$20,456.72.

Resolution 2024-19 Payment of Bills

The Chief Financial Officer having certified there are sufficient unencumbered funds in the 2024 budget to pay the bills as presented and having designated the accounts to

which each should be charged, the Board authorizes the Chief Financial Officer to pay the Administration, Operations and Capital bills in the total amount of \$20,456.72.

On Motion of Commissioner Hogan, 2nd by Commissioner Ruppert the BOFC unanimously approved payment of the bills.

Purchasing: Mr. Newberry sent an email indicating that he delivered the 2023 audit paperwork to the auditor during the last week of September. The audit will not likely be available until early December. This may require a special meeting as the audit must be accepted prior to the submission of the 2025 budget to the State.

OLD BUSINESS

First Due Software Contract : The contract has been signed and delivered. It is effective for a one-year term from October 31, 2024. Work on the transition from the existing software should begin immediately.

AFG/FEMA Grant – Wireless Solutions continues the process of programming the new equipment. The first units will be distributed to Montgomery EMS. It is anticipated that the first radios will be distributed by late October.

State Radio Grant – Montgomery Township continues to review the various agency needs for the use of the funds.

Seagraves Tower – Chief Verducci reported on the progress remotely as he was in Wisconsin with the team conducting the final inspection at the Seagraves factory. He noted that the inspection team had noted a number of deficiencies. Some of these issues will be corrected prior to the delivery of the apparatus. The remaining issues will be corrected after the apparatus is delivered to North Brunswick. It is anticipated that it will be delivered to the firehouse in early November. Chief Verducci will provide a copy of the final invoice to Commissioner Morrison so that he can have an appropriate check prepared.

Sale Of T-46 – Chief Verducci indicated that he continues to discuss the sale of the apparatus to an interested fire company in Virginia.

Brush Truck Replacement –The apparatus was delivered and is now at East Coast for final adjustments. Delivery to the firehouse should be by the third week of this month.

Banking – Commissioner Morrison noted the report that he had emailed to all board members prior to the meeting. The balance in the accounts reflects the payment for the brush apparatus. The payment for the aerial apparatus next month will significantly reduce the balance.

Viburnum Tank – No report.

R46 Damage – No update on the delivery of repair parts. The apparatus remains OOS.

Accounting Computer/Printer - The computer and printer have been installed and are functional in the BOFC office. The monthly checks and reports were printed on the new machines. The screen on the computer is rather small and a larger screen will improve the functionality of the set-up. Commissioner Ruppert moved a resolution authorizing Engineer Kabis to purchase a larger screen and wall mount in an amount not to exceed \$300. Commissioner Morrison seconded the motion which passed unanimously.

NEW BUSINESS

Replacement of FP 46 – The committee is recommending the replacement of the existing 1998 GMC Savannah with a new ½ ton pick-up truck with a cap and brush guard upfit. The apparatus will be purchased under State contract. The cost of the truck, cap and upgrade is estimated to be \$90,000. Voter approval in this amount from the available capital account will be sought at a referendum on December 12th of this year.

Snow Removal Contract – Commissioner Ruppert moved a resolution approving a contract with Perone Landscaping Inc. for the removal of snow and ice treatment during the winter season 2024-2025. The cost of the contract is dependent on the amount of snowfall per storm and the number of snow events where snow removal is required. Commissioner Hogan seconded the resolution, and it was unanimously approved.

FY 2024 Budget Amendment

Attorney Perkins noted that the Board needs to amend its FY24 budget to permit it to expend the 2024 American Rescue Plan Fire Fighter grant funds in the current year. As was noted at last months meeting a delay in issuing a purchase order could result in an increase in the cost of the PPE we are purchasing.

Commissioner Ruppert introduced the following resolution which was seconded by Commissioner Morrison and approved by a unanimous vote of the Board.

Whereas, the Board of Fire Commissioners, Montgomery Township, District No. 2, hereafter BOFC, is charged with providing equipment to suppress fires to the various volunteer fire companies with which it has contractual agreements, and

Whereas, the BOFC has applied for a federal grant to obtain certain firefighting equipment and has been notified that its application was successful and that funding in the amount of \$75,000.00 will be provided under the terms of the grant, (Grant#2024-04989-0657-00); and

Whereas, the BOFC did not know that it's grant application would be successful and therefore did not include the grant funds in its 2024 budget, and

Whereas, N.J.S.A. 40A;14-78.5 provides a process for Boards to amend fire district budgets after local approval by enacting a suitable resolution and notifying the Director of the Division of Local Government Finance, now therefore be it

Resolved, that the BOFC by formal roll call vote at a regularly scheduled meeting noticed under the provisions of the Open Public Meetings law, does adopt this resolution amending the 2024 budget by increasing the amount of anticipated revenues from the referenced grant by the sum of \$75,000.00 and increasing the amount of anticipated expenditures for equipment by a like amount, and be it further

Resolved that the Clerk of the Board is directed to send a verified copy of this resolution to the Director along with a copy of the grant documentation in compliance with the law and with the provisions of N.J.A.C. 5:31-2.17 and to provide any additional information requested by the Division.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 9:15 p.m. The next regularly scheduled meeting will be held on November 14th, 2024. *Motion to adjourn by Morrison, 2nd by Hogan. Motion passed without objection.*