

BOARD OF FIRE COMMISSIONERS
Montgomery Township Fire District No. 2
PO Box 264
Blawenburg, New Jersey 08504

MINUTES OF FEBRUARY 6, 2014

CALL TO ORDER

The scheduled meeting of the Board was called to order by Chairman Laughlin Lewis at 7:35 pm, following proof of publication under the Open Public Meetings Law (Annual Meeting Notice published in the official newspaper of the district and posted at the Montgomery Township Municipal Building and Board offices).

ROLL CALL

Present: Commissioners L. Laughlin, D. Davis, S. Weingart, J. Plimpton. Absent: Commissioner C. Lewis. Also present: Chief Kabis, President Kaufman, Attorney Griswold and L. Franchino.

APPROVAL OF MINUTES

The Board reviewed and discussed the minutes of the January 2, 2014 meeting.

A motion was made to accept the minutes of the January 2, 2014 meeting as presented.

Motion made by Plimpton. 2nd by Laughlin. Motion passed without objection.

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. The Chief Financial Officer certified that there were sufficient unencumbered funds to pay the bills and designated the account to which each would be charged.

Two additional payments will be added to the list of bills being paid at this meeting: Quaker Safety for 5 sets of turn out gear (\$10,135.00) and Absolute Fire Protection Co. for replacement of the vehicle information center on 46-156 (\$3,732.04), both encumbered expenses from 2013.

The treasurer requested the transfer of \$100,000.00 from the TD Bank equity account to the checking account for the purpose of paying the bills.

A motion was passed to accept the Treasurer's Report, to approve payment of the bills as presented and to transfer money to the checking account for the purpose of paying the bills.

Motion by Plimpton. 2nd by Davis. Motion passed without objection.

RESOLUTION 2014-13 Payment of Bills.

Approval of payment of the bills as presented in the total amount of \$102,141.12 including payment to Quaker Safety in the amount of \$10,135.00 chargeable to the 2013 encumbered Supplies appropriation and to Absolute Fire Protection Co in the amount of \$3732.04, chargeable to the 2013 encumbered General Operating appropriation \$82,061.20 from 2013 encumbered funds and \$20,079.92 from the 2014 temporary budget); and authorization to transfer \$100,000.00 from the TD Bank equity account to the checking account for the purpose of paying the bills.

Resolution Ayes: Laughlin, Davis, Weingart, Plimpton. Nays: None. Absent: Lewis.

OLD BUSINESS

MEMS Agreement - The ambulance is parked in the firehouse but EMS is not responding to the firehouse until the agreement is finalized. Commissioner Davis will circulate the proposed agreement for review when it is ready .

Engine 46-107 (old 46-107) – Commissioner Davis is researching the best way to sell the old engine, however nothing definitive will be done until the new engine is in service and Engine 46-108 has its preventive maintenance done.

LOSAP - The final 2013 LOSAP contribution, including the 1.8% CPI adjustment, is \$42,704.20 and includes four first-year contributors. There were no challenges to the posted list of qualifying volunteers. A VALIC representative will attend a future fire company meeting to enroll new contributors and to answer members' questions. Payment to VALIC is included in the list of bills paid at this meeting. Commissioner Laughlin suggested it might be beneficial to research approved LOSAP vendors to compare returns on investment, portfolio options and service levels.

Elections – Leighton Laughlin, Jr. and Jonathan Plimpton are the candidates for the two open seats on the board. Commissioner Davis will open and close the polls on February 15th. Charles Kabis and Donald Thiel were appointed poll workers. Commissioner Lewis will obtain the voter registration list.

A Motion was made to pay expenses associated with the upcoming election.

Motion by Laughlin. 2nd by Davis. Motion passed without objection.

RESOLUTION 2014-14 – Authorizing Payments for Election.

Authorizing payment up to \$100.00 to the Somerset County Clerk for the voter registration list, and payment of \$225.00 each to Donald Thiel and Charles Kabis for services rendered as poll tellers, plus the cost of dinner for them upon the submission of receipts for same, all chargeable to the 2014 Election appropriation.

Resolution Ayes: Laughlin, Davis, Weingart, Plimpton. Nays: None. Absent: Lewis.

CHIEF'S REPORT

The fire company responded to 36 calls during January, 2014.

Brush 46 (46-149) - Annual preventive maintenance will be done in mid-February.

Rescue Engine 46 (46-156) – Exhaust gas recovery (EGR) cooler valve is leaking and will be replaced by Cummins at the firehouse next week. The work should be covered by warranty.

Engine 46-107 (new 46-107) – Issues with the pump continue so the apparatus is not yet in service. Absolute Fire is addressing the issues – all covered by warranty. Installation of the radios, headsets and chargers, as well as completion of the lettering are on hold until satisfactory resolution of the pump issue.

Engine 46-108 – An issue with pump pressure will be addressed by Absolute Fire once New Engine 46-107 goes into service.

Members have signed up for a variety of fire school classes; 5 are enrolled in FF1 and one in Officer1.

The chief informed the board of an accident suffered by a nearby fire company which required extrication of the driver from a mid-80's apparatus. He expressed his appreciation to the board for all it has done to ensure that MFD2 volunteers have newer and safer apparatus more likely to help everyone come home safe.

Commissioner Laughlin reminded everyone that the board is to be promptly informed and kept apprised of any situation that may take a piece of apparatus out of service or necessitate significant repair. Similarly, anticipated purchases and supporting materials are to be presented to the board in sufficient time ahead of regular meetings to allow meaningful review.

NEW BUSINESS

Exercise Room Safety Class – President Kauffman reported that the fire company conducted a safety class taught by a qualified fitness instructor to demonstrate proper use of the equipment and to address safety concerns regarding use of the exercise room. A record of those attending will be kept on file.

Purchases - The chief requested the following purchases and encumbrances:

1. One (1) fire helmet up to \$400 on NJ State Contract.
2. \$1,000.00 for classroom fees and pre-registration at 2015's FDIC for 2 people. There is a significant discount on the cost if registration occurs early.
3. Up to \$1,000 for assorted mounting brackets for equipment and supplies on 46-107. Installation will be done in-house by members.

RESOLUTION 2014-15 – Authorizing Purchases and Expenditures.

Approval of the following purchases as outlined above:

1. *One helmet, on NJ State Contract # _____ from Continental Fire and Safety, Inc., at a cost not to exceed \$400.00, chargeable to the 2014 Supplies appropriation.*
2. *Up to \$1,000.00 for FDIC (Fire Department Instructor Conference) advance registration for two members at the 2015 convention, chargeable the 2014 Training appropriation.*
3. *Up to \$1,000.00 for miscellaneous mounting brackets and straps, chargeable to the 2014 Supplies appropriation.*

Resolution Ayes: Laughlin, Davis, Weingart, Plimpton. Nays: None. Absent: Lewis.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 8:50 p.m. The next regularly scheduled meeting will be held on March 6, 2014.

Motion by Laughlin. 2nd by Davis Motion passed without objection.