

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

MINUTES OF JULY 9, 2015

CALL TO ORDER

The regularly scheduled meeting of the Board was called to order by Chairman Laughlin at 7:10 pm, following proof of publication under the Open Public Meetings Law (Annual Meeting Notice published in the official newspaper of the district, posted at the Montgomery Township Municipal Building and at the Board offices).

ROLL CALL

Present: Commissioners L. Laughlin, J. Plimpton, D. VanDoren, S. Weingart. Absent: Commissioner C. Lewis. Also present: Chief Kabis, Attorney Griswold (arrived late) and L. Franchino.

APPROVAL OF MINUTES

The Board reviewed and discussed the minutes of the May 7, 2015 meeting.

A motion was made to approve the minutes of the May 7, 2015 minutes as presented.

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

The June 4, 2015 was cancelled due to lack of a quorum and the inability to reschedule during the month to a date when a quorum could be present.

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.

- One invoice was added to the list of bills to be paid: Hopewell Auto Parts for parts for the Chief's vehicle (\$33.43) chargeable to the 2015 General Operating appropriation.

- The treasurer requested a transfer of funds to the checking account to pay the bills.

A motion was passed to accept the Treasurer's Report, to approve payment of the bills as presented, amended and supplemented, and to transfer \$40,000.00 to the checking account for the purpose of paying the bills.

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

RESOLUTION 2015-29 Payment of Bills and Transfer of Funds.

The Chief Financial Officer having certified that there were sufficient funds available in the 2015 budget to pay the bills as presented, amended and supplemented, and having designated the accounts to which each would be charged, authorization to pay the bills in the total amount of \$38,800.83, and authorization to transfer of \$40,000.00 from the HVCB money market account to the HVCB operating account for the purpose of paying bills.

*Resolution Ayes: Laughlin, Plimpton, VanDoren, Weingart. Nays:None Absent: Lewis.
Abstention: Plimpton abstained on voting to approve an expense reimbursement to himself.*

The equity and operating accounts at TD Bank were closed the \$280.98 in those accounts was deposited in the HVCB operating account.

The \$1,779.50 Supplemental Fire Services Grant should be received next month.

The net proceeds (after commission) from the sale of the 1992 Hush Pumper were \$24,750.00.

The treasurer suggested some funds might be better placed in CD's or other allowed investment vehicles until needed for forecasted future expenses (ex: SCBA and radio). He will research and report back.

CHIEF'S REPORT

The fire company responded to 21 calls during May, and 18 during June, 2015. Included among these were 1 plane crash, 6 natural gas/propane leaks, 4 mutual aid and 1 cover, and 1 Mercer County Task Force assignment. Response to a 5-alarm fire in Hamilton involved four apparatus and 32 firefighters from Station 46.

- Activities – The fire company participated in The Hopewell and Neshanic Memorial Day parades. It won awards for the Best Appearing Engine (46-107) and Best Appearing Rescue at the Hopewell Parade. They also did standbys for the Montgomery Township and Bedens Brook fireworks celebrations.

- Annual Testing - Pump, hose and ladder testing is complete. A few lengths of hose failed and will need repair. There is an additional 1200+ feet of 5" hose that also needs repair. The chief will research costs and secure quotes for this work.

- Training – Drills included a live burn at the training academy in conjunction with Stations 45 and 47 (EMS) rehab trailer. Pump Operations classes will be held July 25, 26 and August 1 – area fire services will be invited to attend and share costs. Scott SCBA review will be held at the training academy on July 29. The chief attended an NTA and Norfolk Southern sponsored (and paid for) symposium in Colorado on Bakkin Oil Transport emergency response. The CEVO III defensive driving safety class was a success. All candidates from Station 46 passed the recent FireFighter 1 exam.

- Chiefs' Meeting – Chiefs from Station 45 and 46 met to work on linearizing commonalities with ID's and accountability.

- FEMA ID Numbers – FEMA is requiring emergency service responders to secure a FEMA-issued identification number. The chief will circulate the web-based application form to responders.

- Drop Box – Fire company documents are now being stored on a secure file server that can be accessed anywhere through a password protected network. This will allow the access and sharing of important files among emergency responders.

- New -46-107 – The foam controller on the pump panel malfunctioned again – apparently it is an electronic issue. This is the second time it has required replacement and the item is no longer under warranty. The chief was asked to research whether this is a common issue.

- Car 46 - The lights/radio/siren conversion is no longer working, apparently due to a diode failure. The company that sold and installed the conversion is out of business. The chief will research repair/replacement options.

- Tower 46 – The tires are on 90-day backorder. The lowest quote secured for installation is from STTC - \$3,162.00 for mounting, labor and disposal of old tires.

- GVW – The chief is checking the gross vehicle weights of the trucks. The rescue is under.

A Motion was made to approve the following expenditures/purchases presented to the board for consideration.

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

RESOLUTION 2015-30 – Approving Expenditures.

The Chief Financial Officer having certified there are sufficient unencumbered funds in the 2015 budget, a Resolution passed authorizing the following expenditures:

- 1. Seven (7) LED lightboxes w/ apparatus mounts pursuant to lowest quote from FireFighter 1 at a cost of \$777.14, chargeable to the 2015 Supplies appropriation.*
- 2. Two (2) whiteboards from WB Mason, Inc., pursuant to NJ State Contract # 88839 at a cost not to exceed \$126.04, chargeable to the 2015 Office appropriation.*
- 3. Encumber \$10,230.00 from the 2015 General Operating appropriation for firefighter annual physicals, pursuant to lowest quote at a cost of \$330.00 ea., including quantitative mask fit tests, from Access Health, Inc.*

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

OLD BUSINESS

Sale of 46-107 – Completed and the insurance has been cancelled.

Insurance – Cmsr. Laughlin and the chief will review the workers’ compensation and liability insurance audits.

NEW BUSINESS

Radios – The fire district’s radios are programmed to Somerset County dispatch specifications and are not on the same band as Mercer County’s. When responding to emergencies in Mercer County our responders are unable to receive or generate communications with Mercer dispatch – all communication must be routed through Somerset County and the lag time can be significant. Cmsr. Laughlin questioned whether it is possible to install a simplex system to enable direct communications with Mercer. The chief will gather the details as to this process and the cost; he indicated that reprogramming the radios to adapt to this configuration may have to be done twice if Somerset County changes its system in the future.

LOSAP – The State Office of the Comptroller recently issued a report on municipal Emergency Services Volunteer LOSAP’s. In the report fire districts were urged to review their programs in light of comments and recommendations made in the municipal report.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 8:55 p.m. The next regularly scheduled meeting will be held on August 6, 2015.

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