

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

MINUTES OF MARCH 9, 2015

Commissioners Plimpton and VanDoren were sworn in prior to the meeting.

CALL TO ORDER

The rescheduled meeting of the Board was called to order by Commissioner Plimpton at 7:00 pm, following proof of publication under the Open Public Meetings Law (Notice of Rescheduled meeting published in the official newspaper of the district and provided to newspapers as required by law, posted at the Montgomery Township Municipal Building and Board offices).

ROLL CALL

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

CERTIFICATION OF ELECTION RESULTS

The 2015 budget was approved by voters (38 “Yes”, 5 “No”) at the February 21st referendum, and Jonathan F. Plimpton (41 votes) and David B. VanDoren (17 votes) were elected to three-year terms on the Board of Fire Commissioners. The results were certified and have been submitted to the State and Township.

ELECTION OF OFFICERS

On a call for nominations for the office of Chairman, a motion was made and seconded nominating Leighton Laughlin, Jr. There were no other nominations.

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

On a call for nominations for the office of Vice-Chairman, a motion was made and seconded nominating Jonathan Plimpton. There were no other nominations.

Motion made by Weingart. 2nd by VanDoren. Passed without objection.

On a call for nominations for the office of Secretary, a motion was made and seconded nominating Stephen Weingart. There were no other nominations.

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

On a call for nominations for the office of Treasurer, a motion was made and seconded nominating Jonathan Plimpton. There were no other nominations.

Motion made by Weingart. 2nd by VanDoren. Passed without objection.

The following commissioners were elected to hold office until the next annual election:

Chairman – Leighton Laughlin, Jr.
Vice-Chairman – Jonathan Plimpton
Secretary – Stephen Weingart
Treasurer – Jonathan Plimpton

The board unanimously approved the following appointments:

Jonathan Plimpton as Chief Financial Officer.
Leighton Laughlin, Jr. as LOSAP Plan Administrator.
Leighton Laughlin as representative to the Emergency Services Board.
David VanDoren as representative to the Fire Prevention Bureau.
Stephen Weingart as EEOC/Affirmative Action Officer.
Jonathan Plimpton as Public Agency Compliance Officer.
Stephen Weingart as Fire Company liaison.
Jonathan Plimpton as Public Records Custodian.
Jonathan Plimpton as Insurance Review Officer.

RESOLUTION 2015-19 – Appointment of Public Agency Compliance Officer (NJAC 17:27-3.2) Resolution attached.

APPROVAL OF MINUTES

The Board will address the minutes of the February 9, 2015 meeting next month.

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 encumbered funds from the 2014 budget and unencumbered funds in the 2015 budget to pay the bills and designated the account to which each would be charged. One additional invoice was presented for payment: Courier News for amended notice of annual meetings (\$19.36).

In February \$29,000.00 was transferred from the PNC equity account to the HVC checking account and \$20,000.00 was transferred from the HVC money market account to the HVC checking account to allow payment of the 2014 LOSAP contribution to the vendor. The treasurer requested ratification of these transfers in addition to a transfer of \$42,500.00 from the HVC Bank money market account to the checking account for the purpose of paying the bills.

A motion passed to accept the Treasurer's Report, to approve payment of the bills as presented and supplemented, to ratify the transfers of funds to cover the 2014 LOSAP contribution, and to transfer additional to the checking account for the purpose of paying the bills.

Motion by Plimpton.

2nd by Weingart.

Motion passed without objection.

RESOLUTION 2015-20 - Payment of Bills and Transfer of Funds.

The Chief Financial Officer having certified there are sufficient funds encumbered from the 2014 budget and unencumbered funds in the 2015 budget to pay the bills as presented and supplemented, and having designated the accounts to which each should be charged, a Resolution passed authorizing payment of the bills as presented in the total amount of \$43,384.19 (\$7,572.20 from 2014 encumbered funds and \$35,811.99 from the 2015 budget), authorizing the transfer of \$42,500.00 from the HVCB money market account to the HVCB operating (checking) account for the purpose of paying bills, and ratifying the transfer of \$29,000.00 from the PNC Bank equity account and \$20,000.00 from the HVCB money market account to the HVCB operating account for the 2014 LOSAP payment to VALIC.

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

OLD BUSINESS

LOSAP – There may have been a miscalculation in the 2014 contribution earned by one member which the fire company LOSAP representative noticed after the final tally had been posted for the requisite time with no objection. The matter will be tabled for clarification next month.

46-107 – No progress has been made. The potential purchaser never followed up.

Human Resources – Tabled until next month.

Security – Tabled until next month.

CHIEF'S REPORT

The fire company responded to 35 calls during February, 2015, including 2 mutual aid structure fires, 2 pipe breaks and 3 motor vehicle accidents w/ extrications.

I am Responding hydrant mapping is almost complete.
SOP updating is underway.

Equipment/Gear demo – Reps from MSA and Scott are scheduled to make SCBA presentations.

E-One – Still awaiting word from factory concerning authorized vendors to do warranty work.
Engine 46-107 (new 46-107) – Painting complete; work not yet completed to bring ladder rack into compliance with specs.

Rescue Engine 46 – iPad installed and in service. Front bumper repair proposals being sought; batteries were replaced.

Copier – Obtaining information and quotes for replacement.

23 Orchard Rd. development - Walk-through completed – question as to location of fire department connections – fire marshal to investigate.

Somerset County Chiefs' Meeting – First in over a decade. Discussion of fire academy – IFSAC Pro Board. Communications/Radios – may cost about \$300 per portable radio to update to County system at some point. Bakken Oil Railway – volatile crude oil transport through township on a daily basis; emergency preparedness training will be scheduled.

A Motion was made to approve purchases presented to the board.

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

RESOLUTION 2015-21 –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. Five (5) sets of Morning Pride turn-out gear on NJ State Contract #A80948 from Skylands Area Fire Equipment at a cost of 2,436.82 per set; the total purchase not to exceed \$12,684.10, chargeable to the 2015 Supplies appropriation.*
- 2. Reflective stainless steel hydrant markers to match existing from HiVis at a cost not to exceed \$1,064.50, chargeable to the 2015 Supplies appropriation.*
- 3. Class A foam from Fire Fighter 1 at a cost not to exceed \$700.00, including shipping, chargeable to the 2015 General Operating appropriation.*
- 4. Protective rubber/latex glove box holders, from Heiman Fire Equipment at a cost not to exceed \$265.75, including shipping, chargeable to the 2015 Supplies appropriation.*
- 5. 500-hour air compressor valve maintenance from Air Power International at a cost not to exceed \$950.00, chargeable to the 2015 General Operating appropriation.*
- 6. Encumbrance of up to \$500.00 from the 2015 General Operating appropriation to enable the chief to maintain an inventory of smoke and carbon monoxide detectors for distribution to residents when deemed advisable for safety reasons in connection with emergency calls.*
- 7. Encumbrance of \$5,000.00 from the 2015 Training appropriation to support the fire company's ongoing retention/incentive program. Payments shall be made to the Chief's Account as needed.*

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

NEW BUSINESS

Routine Maintenance and Inspections/Testing-

A Motion was made to approve a policy for routine maintenance, testing and emergency repair expenditures.

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

RESOLUTION 2015-22 – Authorizing routine maintenance and inspection/testing;

Emergency repairs.

The chief or his designee is authorized to obtain routine preventive maintenance and periodic inspections and testing of apparatus and equipment without further approval of the board, and to obtain emergency service or repairs necessary to protect the apparatus and equipment and to keep same in service and operating safely without prior approval of the board if the cost of the emergency service or repair (per incident) is not expected to exceed \$2,500.00 and on the condition that the Chairman (or if unavailable, at least one commissioner) be notified of the service or repair at the chief or his designee's earliest possible opportunity. Emergency service and repair expected to exceed \$2,500.00 will require prior approval of at least three members of the board.

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

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 8:02 p.m. The next regularly scheduled meeting will be held on April 2, 2015.

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

RESOLUTION APPOINTING A PUBLIC AGENCY COMPLIANCE OFFICER

FOR MONTGOMERY TOWNSHIP FIRE DISTRICT NO. 2

Resolution No. 2015 -19

WHEREAS, there exists a need to annually appoint a Public Agency Compliance Officer in Montgomery Township Fire District No. 2 to ensure that the fire district contracts comply with the policies of the State of New Jersey to promote equal employment opportunities and affirmative action with regard to public contracts,

NOW, THEREFORE BE IT RESOLVED as follows:

The Public Agency Compliance Officer for Montgomery Township Fire District No. 2, Somerset County, New Jersey, for the period January 1, 2015 through December 31, 2015, or until the designation of his replacement ,

shall be Jonathan F. Plimpton.

A Designation of Public Agency Compliance Officer shall be forwarded to the NJ Division of Purchase and Property, Contract Compliance Audit Unit, EEO Monitoring Program.

Adopted at a meeting held on March 9, 2015.

<u>Roll Call vote:</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Laughlin			X	
Lewis			X	
Plimpton	X			
VanDoren	X			
Weingart	X			

Certified as a true copy of a Resolution
Duly adopted at a meeting held
March 9, 2015.

s/ Stephen Weingart
Clerk of the Board