

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

MINUTES OF MAY 7, 2015

**CALL TO ORDER**

The regularly scheduled meeting of the Board was called to order by Chairman Laughlin at 7:00 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. Absent: Commissioners C. Lewis, S. Weingart. Also present: Chief Kabis, Fire Company LOSAP Coordinator G. Keller, Attorney Griswold and L. Franchino.

Commissioner VanDoren was appointed Acting Secretary for the meeting.

**APPROVAL OF MINUTES**

The Board reviewed and discussed the minutes of the April 2, 2015 meeting.

*A motion was made to approve the minutes of the April 2, 2015 minutes as presented.*

*Motion made by Laughlin. 2<sup>nd</sup> by VanDoren. 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.

- Three invoices were added to the list of bills to be paid: WB Mason for previously approved office expenses (\$153.96) chargeable to the 2015 Office appropriation; MTVFC2 Chief's account for FDIC expenses (\$66.59) chargeable to the 2015 Training appropriation; Bergey's for headlight repair on Tower 46 (\$1,667.63) 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 \$35,000.00 to the checking account for the purpose of paying the bills.*

*Motion made by Plimpton. 2<sup>nd</sup> by VanDoren. Motion passed without objection.*

**RESOLUTION 2015-26 Payment of Bills and Transfer of Funds.**

*The Chief Financial Officer having certified that there were sufficient funds encumbered from the 2014 budget and 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 \$36,377.92 (\$6,868.43 from 2014 encumbered funds and \$29,509.49 from the 2015 budget), and authorization to transfer of \$35,000.00 from the HVCB money market account to the HVCB operating account for the purpose of paying bills.

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

Commissioner Plimpton will close the equity and operating accounts at TD Bank and transfer the balances to HVCB.

The first quarter tax check of \$213,075.00 was received and will be deposited in the HVCB money market account.

## CHIEF'S REPORT

The fire company responded to 35 calls during April, 2015, including 3 mutual aid, 1 extrication, 1 brush fire and 5 natural gas leaks due to pipe lines sustaining damage.

- FDIC – Attendees participated in a number of classroom and hands-on training sessions and each will conduct a drill for the membership sharing what they learned.

- CEVO3 Class – A Coaching Emergency Vehicle Operators class was held during the month.

- New -46-107 – The ladder rack bypass is on-hold at the moment. Cmsr. Laughlin spoke with the manufacturer's rep who indicated the switch required to make it function is not easily adapted to the current configuration and could cause issues with other electronics. Cmsr. Laughlin will speak with E-One regarding a refund for the cost of the system, which was part of the original specifications and bid documents and presumably was included in the cost of the vehicle.

- Fire Prevention Meeting:

1. ESP Software – The software the fire marshal's office uses to store information on inspections, pre-plans, etc. is not accessible by the fire companies. The chief is researching the options and costs of software that will allow this access and will double as a station management tool.

2. Demolition Ordinance – Proposal will be made to the township committee to amend demolition permits to include authority for fire and/or police departments to use the structures for training prior to demolition.

- Gas Pipeline Information - The fire companies have been seeking information from the township to help guide their response in the event of an emergency call to the worksites. To date, none has been provided. Information on work locations, access points, staging, progress, plans, equipment, emergency contacts, etc. is deemed critical to effective response. The chief is working toward obtaining information.

- Radio Performance – During a recent response to J&J the radios did not work well in the building. It may be necessary to purchase repeaters to improve communication in large buildings like at the J&J complex.

- Activities – Inspection will take place on May 23<sup>rd</sup> and the fire company will participate in Memorial Day parades on May 24<sup>th</sup> and 25<sup>th</sup>.

- Travel Policy

– Cmsr. Laughlin noted that travel expenses associated with training and education conferences might be reduced if attendees were required to commit to their participation in sufficient time to shop for travel, transportation and accommodation arrangements.

*A Motion was made to adopt a policy requiring the fire company to make every effort to confirm members' attendance at events requiring air or rail transportation and/or overnight stays sufficiently ahead of time, preferably at least thirty (30) days, to allow time for research into travel and accommodation alternatives in an effort to minimize these costs. A copy of the policy, once in writing, will be given to the chief.*

*Motion by Laughlin 2<sup>nd</sup> by Plimpton.*

*Motion passed without objection.*

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

Motion by Laughlin

2<sup>nd</sup> by Plimpton.

Motion passed without objection.

**RESOLUTION 2015-27 – 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. Annual hose, ladder and pump tests at a cost not to exceed \$7,250.00, including Rocky Hill Hook & Ladder Co. #1's hose, the cost for which Rocky Hill will reimburse the Board. Fire Flow Services, L.L.C. provided a quote and is able to do all testing over two days at the fire house. Other quotes will be sought and the contract awarded to the lowest quote. The expense will be chargeable to the 2015 General Operating appropriation.

2. Encumber \$10,000.00 from the 2015 Training appropriation for admission and costs associated with firefighter attendance at the Baltimore Fire House Expo in July – reasonable expenses to be reimbursed upon submission of receipts for actual expenses incurred.

3. Repair of the front suction on old 46-107 by Fire & Safety Services, Inc. to satisfy the contractual obligations for the vehicle's sale, at a cost not to exceed \$1,500.00, chargeable to the 2015 General Operating appropriation.

Resolution Ayes: Laughlin, Plimpton, VanDoren.

Nays:None

Absent: Lewis, Weingart.

**OLD BUSINESS**

Sale of Old 46-107 – A representative of the prospective purchaser inspected the vehicle. Upon inspection a mechanical issue with the pump presented and delivery of the vehicle, which was not addressed in the advertised sales listing, was discussed. The purchaser reduced its purchase offer to \$27,500.00 and also expressed a possible interest in purchasing some surplus hose owned by the fire district and no longer used in any capacity. The vehicle has been on the market for over 6 months with no serious interest shown in it by another party.

A Motion passed to amend Resolution 2105-25 insofar as reducing the sales price of the fire district's 1992 E-One Hush Pumper to the Purdy Fire Protection District of Purdy, Missouri, and proposing the sale of surplus hose to the purchaser if interested.

Motion by Laughlin.

2<sup>nd</sup> by Weingart.

Motion passed without objection.

**RESOLUTION 2015-28 – Amending Resolution 2015-25 and Authorizing Sale of Surplus Hose.**

**Whereas**, on April 2, 2015 the Board passed a resolution authorizing the sale of its 1991 E-One Hush Pumper to the Purdy Fire Protection District of Purdy, Missouri pursuant to the terms of an advertised sales listing for the sum of \$30,000.00; and

**Whereas**, upon inspection of the vehicle by the prospective purchaser certain mechanical issues and details of the transaction arose which resulted in a counter-offer of \$27,500.00; and

**Whereas**, the vehicle has been for sale for over six months, during which time no other serious interest has been shown in it and fire district has borne the costs of housing, insuring and maintaining the vehicle, even though it is not being used for emergency response; and

**Whereas**, the board has determined it is an economically sound decision to sell the vehicle to the purchaser for the sum of \$27,500.00; and

**Whereas**, the fire district owns 4-inch fire hose and couplings and SCBA brackets that have become surplus property no longer needed for public use; and

**Whereas**, the prospective purchaser of the 1992 Hush Pumper has expressed a possible interest in purchasing some of the surplus hose and couplings and/or SCBA brackets, and

*Whereas, NJSA 40A:11-36 allows the fire district, by resolution and without the need to advertise for bids, to sell personal property not needed for public use to another contracting unit or government unit in the United States.*

*It is Resolved, that the board approves the reduction of the sales price of its 1992 E-One Hush Pumper to \$27,500.00, and authorizes its sale to the Purdy Fire Protection District of Purdy, Missouri, pursuant to the provisions of the board's Resolution 2015-25; and*

*It is Further Resolved, that the board approves the sale of any or all of its surplus 4-inch hose and couplings and/or SCBA brackets to the Purdy Fire Protection District at a price to be determined; and*

*It is Further Resolved that Commissioner Plimpton is authorized to negotiate and consummate the surplus equipment sale with the purchaser and to execute on behalf of the board documents necessary and/or desirable to do so.*

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

SCBA Purchase - Funds for the replacement of SCBA to comply with NFPA regulations were approved in the 2015 budget. Commissioner Laughlin asked the chief to focus on the review, pricing and replacement recommendations so the board can consider the options in a timely manner.

## **NEW BUSINESS**

Dual Membership Expenses – Commissioner Laughlin met with Rocky Hill's chief regarding sharing training and convention attendance costs for mutual members. There is no problem with the training issue – cost sharing of convention attendance will be addressed when the situation arises. Cmsr. Laughlin will try to arrange an informal session when members of MTVFC2 or Rocky Hill with questions regarding the relationship between the two units may address the fire companies' chiefs and a representative of the board.

Workers' Compensation – Hartford Insurance has issued a comp loss survey which Cmsr. Laughlin will handle. The policy cost is dependent on the number of members reported to the insurer and their classifications.

## **ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 8:29 p.m. The next regularly scheduled meeting will be held on June 4, 2015.

*Motion made by Plimpton. 2<sup>nd</sup> by VanDoren. Motion passed without objection.*