

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

MINUTES OF MAY 1, 2014

CALL TO ORDER

The rescheduled meeting of the Board was called to order by Chairman Devin Davis at 7:37 pm, following proof of publication under the Open Public Meetings Law (Notice published in the official newspaper of the district, provided to two other newspapers and posted at the Montgomery Township Municipal Building and Board offices).

ROLL CALL

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

APPROVAL OF MINUTES

The Board reviewed and discussed the minutes of the April 10, 2014 meeting.

A motion was made to accept the minutes of the April 10, 2014 meeting as presented.

Motion made by Laughlin. 2nd by Plimpton. 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. One additional bill was presented for payment – \$9.95 reimbursement to Claude Lewis for purchasing the voter registration list from the county clerk.

A voucher from Combat Support Products for Class A foam (encumbered '13) was paid in the amount of \$1,770.00 in February 2014. The vendor has now submitted a second invoice for the same product plus shipping charges of \$165.41. Ms. Franchino will inquire into this.

Quotes for board vouchers were presented from Staples \$230.00 +/- per 1000; WB Mason \$139.00 per 1000.

A credit from WB Mason for prior overcharges on paper purchases should be forthcoming in the approximate amount of \$400.00.

The treasurer requested the transfer of \$50,000.00 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, including reimbursement of \$9.95 to Claude Lewis, and to transfer money to the checking account for the purpose of paying the bills.

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

RESOLUTION 2014-23 Payment of Bills and Transfer of Funds.

Approval of payment of the bills as presented in the total amount of \$20,578.78, which amount includes payment to Claude Lewis in the amount of \$9.95 chargeable to the 2014 Elections appropriation; and authorization to transfer \$50,000.00 from the TD Bank equity account to the checking account for the purpose of paying the bills.

*Resolution Ayes: Davis, Lewis, Laughlin, Plimpton. Nays: None. Absent: Weingart.
Abstention: Lewis abstained from voting on reimbursement to himself.*

OLD BUSINESS

MEMS Agreement – Fire Company feedback received – the agreement should be finalized by next meeting.

Bank Signature Cards – Have been filed with TD Bank. A standard banking resolution was presented from PNC Bank as a prerequisite to new signature cards being placed on file with the bank.

Annual Financial Disclosure Statements - The municipal clerk will be contacting commissioners and the chief with the new filing procedures and deadline once the system is ready to accept the reports.

Cellular Telephones - The ex-chief is on file as the account contact person with Verizon; a new corporate liability authorization form must be filed with the vendor to amend the authorized contact(s). Commissioners Davis and Plimpton agreed to secure and file the form naming one or both (if possible) of them as authorized contacts for the board.

CHIEF'S REPORT

The fire company responded to 18 calls during April, 2014.

Hose and Pump Testing – Will be done this month. The cost will be roughly \$1,200.00 for the pump testing and around \$3,000.00 for the hose, depending on the quantity of hose being tested. The chief was able to schedule Fire Flow Services, LLC. to do the testing. The previous vendor, Waterway, is out of business.

Wet Down – for the new Engine 46-107 has been postponed at this time. It will be rescheduled.
NJ State Police "Every 15 Minutes" presentation – was well received. The number of volunteers from area fire companies was impressive.

MSA Vendor/Service Rep – Breathe Safe, the MSA regional rep for years, has gone out of business. The new MSA rep is Firefighter 1.

NEW BUSINESS

The board discussed the following:

1. The annual service contract for the Cascade system is due for renewal. The cost is \$1,809.00 for required quarterly air testing and includes two service calls. The authorized representative for the unit is Air Power International.
2. New and replacement turn-out gear nametags are needed – they are available on NJ State Contract at a cost of \$747.00.
3. Pagers and batteries are needed due to an increase in responders. Quotes from M&W Communications (shipping not included): Motorola Minitor VI pagers \$457.00 ea. (including initial programming); charger amp for Minitor VI \$72.00 ea; extended warranty \$60.00 ea; Minitor V battery pack \$14.00 ea. (buy 10 get 11th free); Minitor V belt clip \$9.60 ea. The vendor did not provide NJ State Contract pricing for Motorola – the chief will secure pricing and compare to the M&W prices.
4. The training room projector can't be used without interfacing with a computer. Quotes for a Google Chrome laptop from Best Buy \$329.99; CDW \$334.99; Staples \$332.99.
5. Various plumbing adapters for Engine 46-107 and assorted tools are needed. Quotes for the following:

Hydrasist – Absolute \$2,460.00; Continental \$2,406.25; FF1 \$2,767.50

Hydra-Ram w/ bag (rabbit tool) – Absolute \$1,675.00; Continental \$1,530.00

FF1 \$1,579.00

Streamlights – Absolute \$58.00 ea.; Continental \$52.00 ea.; FF1 \$56.05 ea.

36" Bolt Cutter – Absolute \$72.00; Continental \$85.50; FF1 \$82.00

K-tool kit – Absolute \$132.00; Continental \$135.00; FF1 \$126.00

Miscellaneous adapters and caps – Absolute \$759.00; Continental \$680.63; FF1 \$666.95

A motion was passed to move forward with the foregoing expenditures and encumbrances.

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

RESOLUTION 2014-24 Authorizing expenditures.

A Resolution passed authorizing the following expenditures:

1. *Renewal of the Cascade system service contract for one year from authorized service rep. Air Power International at a cost of \$1809.00, chargeable to the 32014 General Operating appropriation.*
2. *Nine (9) ea. Turn out gear nametags from Absolute Fire Protection pursuant to NJ State Contract #80950 at a cost of \$747.00, the total expense not to exceed \$800.00 including shipping, chargeable to the 2014 Supplies appropriation.*
3. *Eight (8) ea. Motorola Minitor VI pagers, amplifying chargers and extended warranty; Twenty (20) ea. Motorola Minitor V battery packs; and Ten (10) ea. Motorola Minitor V belt clips pursuant to the lowest of M&W Communication's or Motorola NJ State Contract quotes, from M&W Communications, Inc. at a total cost including estimated shipping and handling not to exceed \$5,300.00, chargeable to the 2014 Supplies appropriation.*
4. *One (1) Google Chrome laptop computer pursuant to lowest quote from Best Buy at a cost of \$329.99, chargeable to the 2014 Training appropriation.*
5. *One (1) TFT #AR-2T2T2T2T Hydrasist (\$2,406.25); one (1) Fire Hooks #HR-1 Hydra-Ram w/ bag (\$1,530.00); and ten (10) Streamlight #90540 Survivor LED flashlights (\$520.00), all pursuant to lowest quote from Continental Fire & Safety at a total cost not to exceed \$4,606.00 including shipping, chargeable to the 2014 Supplies appropriation.*

6. *One (1) Fire Hooks #BC-36 bolt cutter set pursuant to lowest quote from Absolute Fire Protection at a cost of \$72.00, plus shipping, chargeable to the 2014 Supplies appropriation.*
7. *One (1) Fire Hooks #KTK K-tool kit (\$126.00); one (1) Kochek #SKE54R rocker lug (\$144.05); two (2) Kochek #ZSKE56R rocker lugs (\$354.90); two (2) Kochek #CC507 stortz caps (\$112.00); and one (1) Kochek #CC507 stortz cap (\$56.00), all pursuant to lowest quote from Firefighter 1, at a total cost not to exceed \$792.95, plus shipping, chargeable to the 2014 Supplies appropriation.*
8. *Encumber \$150.00 for shipping costs associated with the purchases in No. 's 6 and 7 above, chargeable to the 2014 Supplies appropriation.*

Resolution Ayes: Davis, Lewis, Laughlin, Plimpton.

Nays: None. Absent: Weingart.

Hose Bids – The bid solicitation authorized last month did not get out. It will be readvertised and returnable later in the month.

A motion was passed to authorize the solicitation of bids for hose in various sizes and lengths; proposals to be returnable opened at 7:30 pm (prevailing time) on May 15, 2014, at the Montgomery Township Volunteer Fire Company No. 2 firehouse at 529 Route 518 in Blawenburg NJ, and authorizing its advertising as required by law.

Motion by Laughlin.

2nd by Plimpton.

Motion passed without objection.

Issued Equipment Inventory – The chief was asked to review the inventory of equipment issued to firefighters, particularly the status of equipment that should have been returned by inactive members and/or members separated from the fire company.

TD Bank – The fire company recently had an issue with TD Bank in connection with its refinance of the note/mortgage on the building. The board briefly discussed the matter, deciding to let the fire company exhaust its alternatives before taking any position on the issue.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 9:20 p.m. The next regularly scheduled meeting will be held on June 5, 2014.

Motion by Plimpton.

2nd by Laughlin.

Motion passed without objection.