

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

MINUTES OF JULY 21, 2016

CALL TO ORDER

The re-scheduled meeting of the Board was called to order by Commissioner Laughlin at 7:02 pm, following proof of publication under the Open Public Meetings Law (Re-scheduled Meeting Notice published in the official newspaper of the district and provided to two other newspapers, filed with the municipal clerk, posted at the Montgomery Township Municipal Building, Board offices and fire district web site).

ROLL CALL

Present: Commissioners L. Laughlin, P. Martin, J. Plimpton and D. VanDoren and S. Weingart.
Absent: None. Also present: Chief Kabis, Lynn Franchino and Attorney Griswold.

APPROVAL OF MINUTES

The Board reviewed and discussed the minutes of the June 2, 2016 meeting.

A Motion was made to accept the minutes of June 2, 2016 meeting as presented.

Motion made by Plimpton. 2nd by Martin. Abstain: VanDoren. 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. Payment to Airpower International (General Operating – Other) was for the service contract for the compressor and Cascade system, not the generator as stated. The Chief Financial Officer has certified that there are sufficient unencumbered funds in the 2016 budget to pay the bills and has designated the account to which each would be charged. A transfer of funds to the checking account is necessary to pay the bills.

Motion was passed to accept the Treasurer's Report, to approve payment of the bills as presented and to authorize the transfer of \$10,000.00 to the Northfield (formerly HVCB) checking account for the purpose of paying the bills.

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

RESOLUTION 2016-31 - Payment of Bills and Transfer of Funds.

The Chief Financial Officer having certified there are sufficient unencumbered funds in the 2016 budget to pay the bills as presented, and having designated the accounts to which each should be charged, a Resolution passed authorizing payment of the bills in the total amount of \$50,609.02 and authorizing the transfer of \$10,000.00 from the Northfield Bank money market account to the operating (checking) account for the purpose of paying bills,

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

The Supplemental Fire Services Grant money should be received next month from the township.

Commissioner Martin reported that the savings resulting from the insurance policy amendments made last month will be reflected on the next insurance invoice.

A Motion was made to transfer the \$250,000.00 “Reserve for Future Capital Expenses” in the 2016 budget to the committed capital fund, and to encumber \$50,000.00 for the 2016 LOSAP contribution.

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

The treasurer will discuss consolidating some bank accounts and/or investing funds at the next meeting.

OLD BUSINESS

Insurance – Commissioner Martin is still awaiting a response to his questioning workers’ compensation charges in the past years. He will follow-up with President Verducci as to the progress being made on finalizing property valuations.

The board’s insurance agent confirmed that it is common practice for fire companies to be included as additional insureds under crime portion of the commissioners’ property and casualty policy. Attorney Griswold mentioned the potential for a conflict of interest issue in this regard. After discussion, based on the broker’s representation of this common practice in the industry, the board agreed to make this change.

A Motion was made to authorize Commissioner Martin to add the fire company as an additional insured (up to \$500,000.00 coverage) under the Commissioners’ crime policy at a cost estimated not to exceed \$250.00 per year for which the fire company shall reimburse the board.

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

Medical Return to Duty Forms – A decision on best to implement will follow.

Fire Company Policies – A proposed “Code of Conduct” is awaiting fire company approval. The “Alcohol Use Policy” (requested by the insurance company) will be presented to the trustees for its review/approval at its next meeting.

Review of LOSAP Program Procedures – Conversation will continue next month.

LOSAP – Efforts continue to recoup contributions made for unvested volunteers who have left the fire company. On August 10th the Valic LOSAP representative will be at the firehouse to answer members’ questions and enroll new participants.

Security – A representative of the industry did an on-site inspection and presented the committee with an overview of the scope of protection recommended, alternatives for a system and preliminary estimates of costs. It may be cost prohibitive and technologically difficult to have off-site monitoring and data storage. The committee is researching alternatives and will prepare a Request for Proposal for future review.

RESOLUTION 2016-33 –Authorizing the Sale of Surplus Property on an Online Auction Website

WHEREAS the fire district is the owner of certain surplus personal property which is no longer needed for public use, and

WHEREAS the commissioners believe it is in the best interests of the fire district to sell said surplus property through an on-line auction conducted by the approved Internet-based vendor GovDeals.com,

IT IS HEREBY RESOLVED by the Commissioners of Montgomery Township Fire District #2, Somerset County, New Jersey, as follows:

1. The sale of surplus personal property no longer needed for public use shall be conducted through GovDeals pursuant to New Jersey State Contract A-83453/T2581 in accordance with the terms and conditions of the NJ State Purchasing Contract and any renewals thereof.

2. The sale will be conducted online and the address of the auction site is govdeals.com.

3. The sale is being conducted pursuant to NJSA 40A:11-36(1) and the NJ Division of Local Government Services' Local Finance Notice 2008-9 as updated by Notice 2008-21 and 21R. The terms and conditions of the agreement entered into with GovDeals are available online at www.govdeals.com and also are available in the office of the Clerk of Montgomery Township Fire District No. 2.

4. The surplus property to be sold is one lot of four (4) Michelin 285/70R-19.5 DOM 4712 tires and one lot of six (6) used Hurst extrication equipment/tools as follow: Spreader, O-cutters, Spreader chain kit and Hannay Reel, all as more fully described on the list attached to this Resolution.

5. The surplus property as identified shall be sold in "as is/where is" condition without express or implied warranties of any type and the successful bidder shall be required to execute a Hold Harmless and Indemnification Agreement concerning the ownership and use of the property.

7. The fire district shall reserve the right to accept or reject any bid submitted and to continue or re-open bidding after the close of the sale.

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

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 at 7:00 pm on August 4, 2016.

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