

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

MINUTES OF AUGUST 4, 2016

**CALL TO ORDER**

The regularly scheduled meeting of the Board was called to order by Vice-Chairman Van Doren 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 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 P. Martin, J. Plimpton, D. VanDoren and S. Weingart. Absent: Commissioner L. Laughlin. Also present: Chief Kabis, President Verducci, Lynn Franchino and Attorney Griswold.

**APPROVAL OF MINUTES**

The Board reviewed and discussed the minutes of the July 21, 2016 meeting.  
*A Motion was made to accept the minutes of July 21, 2016 meeting as presented.*  
*Motion made by Plimpton. 2<sup>nd</sup> by Martin. 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 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 \$22,500.00 to the Northfield Bank checking account for the purpose of paying the bills.*  
*Motion by Plimpton. 2<sup>nd</sup> by Martin. Motion passed without objection.*

**RESOLUTION 2016-34 - 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 \$22,878.47 and authorizing the transfer of \$22,500.00 from the Northfield Bank money market account to the operating (checking) account for the purpose of paying bills,*

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

## **OLD BUSINESS**

Insurance – Commissioner Martin reported the fire company’s crime policy is in effect. He is still awaiting a response from Nottingham Insurance as to the workers’ compensation policy issues. He will follow-up with President Verducci as to the progress being made on finalizing property valuations. He received information on the terrorism coverage provisions.

Medical Return to Duty Forms – In progress.

Fire Company Policies – A proposed a “Code of Conduct” is awaiting fire company approval. Review of the “Alcohol Use Policy” is underway at the fire company trustee level.

Security – In progress – Request for Proposals or bid specifications will be presented for review when ready.

Surplus Equipment Auction – Identifying the Hurst equipment (ID numbers, etc.) will take some time. Their sale will take place as soon as practicable. The tires will be placed for auction now.

## **CHIEF’S REPORT**

The fire company responded to 36 calls during July, 2016; including 2 mutual aid structure fires, 1 tractor trailer incident with HAZMAT, 5 power line incidents, 1 lightning strike and 2 mulch fires. There were 9 calls during the rainstorm last week.

Box Alarm Issues – The chief is working with the county’s mutual aid coordinator to correct the repeated mix-up in having the wrong fire companies dispatched for first alarms in the region. Most likely it is a software problem. He is also working with the township’s GIS technician to create a box alarm map for the entire town. It will be useful for both fire companies and for Somerset County Dispatch. It will also help improve the fire companies’ ISO ratings once complete.

### Events-

- A 9/11 memorial event and blood drive will be held at the firehouse on the second weekend in September.

- A mass casualty drill will be held at J&J this fall.

Orchard Road Apartments - The fire lane issues have been resolved and a final Certificate of Occupancy was issued.

Radio Upgrades – The software upgrades and reprogramming have been scheduled. The repeater should be installed by the end of the month.

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

*Motion by Plimpton.*

*2<sup>nd</sup> by Martin.*

*Motion passed without objection.*

**RESOLUTION 2016-35 –Approving Expenditures.**

*The Chief Financial Officer having certified there are sufficient unencumbered funds in the 2016 budget, a Resolution passed authorizing the following expenditures:*

- 1. Purchase a Lenovo mini PC to run the browser and allow the updated I am Responding program to operate with the television, pursuant to lowest quote from Best Buy at a cost of \$99.99, chargeable to the 2016 General Operating appropriation.*
- 2. Purchase two (2) masonry rotary saw blades pursuant to lowest quote from Performance Line Tool Center at a cost of \$113.98 (free shipping), chargeable to the 2016 General Operating appropriation.*
- 3. Purchase miscellaneous office supplies pursuant to NJ State Purchasing Contract #88839 from WB Mason at a cost not to exceed \$122.89, chargeable to the 2016 Office appropriation.*

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

**OLD BUSINESS**

Cascade Air Fill Station – The fill station currently in use (1986 model) no longer conforms to NFPA safety standards and the manufacturer has recommended that the system no longer be used. The compressor is fine. The chief will present options for replacing the fill station at the next meeting.

Air Reel – Filling the air tanks on the aerial apparatus is burdensome and with the equipment currently in use cannot be done in the firehouse. The local Cascade vendor has a used reel with a 100' hose that it will convert to 110 volt, deliver, and install for \$1,250.00. The chief will inspect the equipment and report back to the board next month.

**NEW BUSINESS**

2015 Audit - Distributed to board members for review and will be acted upon at the next meeting.

Banking – The treasurer presented alternatives for consolidating and/or closing some bank accounts and/or investing funds. After discussion, the board decided the treasurer should speak with representatives at the banks to determine which will offer the best service and investment alternatives. Board action was tabled until the next meeting.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 8:36 p.m. The next regularly scheduled meeting will be held at 7:00 pm on September 1, 2016.

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