

**BOARD OF FIRE COMMISSIONERS
Montgomery Township Fire District 2
PO Box 264
Blawenburg, New Jersey 08504**

MINUTES OF DECEMBER 9th, 2021

CALL TO ORDER

The regularly scheduled meeting of the Board was called to order by Chairman Sartorio at 7:30 p.m. following proof of publication under the Open Public Meetings Law (Annual meeting notice published in the Courier News (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, and provided to any person requesting same prior to the meeting.

Roll Call

Present: Commissioners Andy Mozumdar, Michael Ruppert and Tony Sartorio. Also present: Chief Adam Verducci, Deputy Chief Kyle Rendell, Engineer Justin Kabis, QPA Bill Newberry and Attorney Eric Perkins.

Approval of Minutes

On the motion of Commissioner Sartorio, seconded by Commissioner Ruppert, the minutes of the meeting of November 11, 2021 were unanimously approved.

Chairman Sartorio noted that the members of the BOFC have interviewed Gerry Hogan and Steve Morrison who are interested in joining the board to replace commissioners Bonder and McGeady who have resigned prior to the expiration of their terms. He moved the appointment of Mr. Hogan and Mr. Morrison for terms expiring on February 28, 2022. They will each have to run for election to a subsequent term at the election in February. Commissioner Mozumdar seconded the motion, and it was unanimously adopted.

Attorney Perkins administered the oath of office to Commissioners Hogan and Morrison. Chief Verducci will contact Nelson Garrymore to set up email accounts for the new commissioners.

Public Comment - None

Meetings

Emergency Services – No meeting held.

Fire Prevention – No meeting held.

Rescue Task Force- No meeting held.

Chiefs Report

Chief Verducci reported that there were 24 calls in the month of November the most notable of which was a kitchen fire on Hartwick. This brings the total number of calls for the year to 323. This is an increase of 47 calls, largely due to Tropical Storm Ida. He noted that commercial calls were up 18% so far this year.

Chief Verducci noted that most interior firefighters are in compliance with the training standards that were enacted in April. Firefighters who are not in compliance will be given additional time to comply since the standards were not put in place at the beginning of the year.

The Hillsborough Rescue Squad, which is no longer in business, is looking to sell two 12 ½ foot long inflatable boats with motors and trailers. Tropical storm Ida emphasized the need for boats in this district. The Chief is attempting to determine a fair price for the equipment. He will bring a recommendation to the BOFC if negotiations are successful.

ENGINEER'S REPORT

T46- Apparatus has returned from Mercer Spring after scheduled frame repair was completed and is back in service. New rear tires will be installed on Friday December 10th. The repair of the Master drain leaks will be completed by Four Lanes as soon as the parts are received. The intake drain spring return is not functioning. F&SS has been contacted to provide a quote for the repair. The jib boom speed issue and alignment remain on hold. The aerial manual rotation brake is leaking and needs to be replaced. F&SS will perform the repair.

E107 - The TPMS module parts have been received but have not yet been programmed. Seagraves has not yet provided a quote for the CAFS PTO issue. The deck-gun auto stow repair has been scheduled with Four Lanes. Four Lanes will also diagnose the light tower stow issue.

B46 - Mercer Spring has been requested to provide a quote for repair of the defective suspension which is causing the apparatus to lean to one side. Engineer and officers continue to work on a lighting upgrade plan. The high idle switch will be addressed with the lighting plan. The apparatus may need new tires during the next year.

R46- The cab tilt relay or safety has failed. Four Lanes will provide a quote to repair or replace the mechanism. Four Lanes will be scheduled to repair the MIV valve.

All apparatus PM's are complete with the exception of T46.

Milspray has coated the underbody of all pieces of apparatus with exception of T46 and FP46. The BOFC granted approval to have the undercoating applied to T46 and to FP46 when it is back in service.

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. Additional detail is included in the Treasurer's report. The report was accepted as presented. Mr. Newberry noted that the BOFC has received a check in the amount of \$30,000 from the insurer for the Deputy Chief's car claim.

Invoices from the 2021 budget:

Administration: Office Expense: \$3,509.70; Professional Services \$5,025.00. **Total Administration \$8,534.70.**

Cost of Operations:

Apparatus Housing: \$16,000.00; General Operations: Fuel \$5,240.35; General Operations: Repairs and Maintenance: \$28,083.86; Utilities: \$731.93; Gen Ops. Other: \$512.01; Operating Insurance \$12,784.00; Supplies: \$253.62; Training and Fire prevention \$2,888.94.

Total Cost of Operations \$68,952.42.

Total Administration and Operations: 77,487.12.

Capital: \$300,000 annual appropriation transfer from the operating account to the capital account. Additionally the \$30,000 insurance claim proceeds are directed to be deposited in the capital account for future capital purposes.

Resolution 2021-20 Payment of Bills

The Chief Financial Officer having certified there are sufficient unencumbered funds remaining in the 2021 budget to pay the bills as presented and having designated the accounts to which each should be charged, the Board authorizes the Chief Financial Officer to pay the Administration and Operations bills in the total amount \$77,487.12 to transfer the amount of \$330,000.00 to the restricted Capital account.

On Motion of Commissioner Ruppert, 2nd by Commissioner Mozumdar the BOFC unanimously approved payment of the bills.

Purchasing

Purchase requisitions approved at the November meeting have been issued.

Requisitions

After discussion the following requisitions were approved:

One Elkhart brass high rise kit ELK-8005001 from All Hands Fire for \$1,385.49.
This item will be charged to the SFS grant.

Various Items of water rescue equipment in the amount of \$9,223.30 from All Hands Fire.

The Chief requested the sum of \$3,000 for the response incentive program.

Approval of the requisitions in the amount of \$ 13,608.79 was moved by Commissioner Sartorio, seconded by Commissioner Mozumdar and approved unanimously by the Board.

NEW BUSINESS

FY 2020 Audit –Mr. Perkins indicated that since the audit has not been received the BOFC will have to schedule a special meeting to receive and approve it.

2022 Election – Noting the statutory requirements, Chair Sartorio moved that the deadline of Saturday January 22nd be established as the filing date for nominating petitions. The motion was seconded by Commissioner Mozumdar and unanimously approved.

2022 Open Public Meetings Schedule – Commissioner Ruppert moved the adoption of the proposed schedule of meetings for the coming calendar year. Meetings will continue to be held on the second Thursday of each month commencing at 7:30 in the evening. Commissioner Mozumdar seconded the resolution which was then unanimously adopted by the Board.

2021 Line-Item Transfers – Mr. Newberry reviewed the line-item budget and noted those accounts in which unanticipated expenditures caused a deficit in the account. Pursuant to the statutory authority contained in N.J.S.A. 40A:78.9 the following transfers were moved:

\$1,000 from Elections to Office Expenses
\$3,000 from Training to Professional Services

Chairman Sartorio moved the resolution approving the transfers which was seconded by Commissioner Ruppert and unanimously approved by the Board.

OLD BUSINESS

Viburnum Underground Tanks – No action.

Communications Policy – Chief Verducci will forward comments to the Chair.

2022 Budget – Chair Sartorio distributed copies of the proposed FY 22 draft budget. He noted that the budget conformed to the cap law and reflected an increase in the amount to be raised by taxation of \$24,769.00. This increase will not increase the local tax levy over the amount set in FY 21. The budget also includes \$1,780,000, approved by the voters at the recent referendum, for capital purposes of acquiring a new command vehicle to replace the vehicle lost in Tropical Storm Ida and to replace the aging T46. Total anticipated expenditures for FY 22, including capital purposes, will be \$2,835,270.00.

After discussion by the BOFC Chairman Sartorio moved approval of the budget. The motion was seconded by Commissioner Ruppert and was unanimously approved. The budget will now be submitted to DCA for approval. Assuming successful approval the budget will be considered for adoption at the BOFC meeting on January 13th.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 9:15 p.m. The next regularly scheduled meeting will be held on January 13th, 2022. *Motion by Mozumdar, 2nd by Sartorio. Motion passed without objection.*