

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

MINUTES OF FEBRUARY 13, 2020

CALL TO ORDER

The regularly scheduled meeting of the Board was called to order by Chairman Sudol 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 B. Bonder, L. Laughlin, M. Ruppert, A. Sartorio and J. Sudol. Also present Chief Gurzo, Dpty. Chief Bolen, Lt. B. Gurzo, Engineer J. Kabis, G. Keller, R. McGeady, QPA W. Newberry and Attorney E. Perkins.

Chairman Sudol read a resolution honoring Commissioner Laughlin for over 17 years of service as a member of the Board. The resolution was unanimously approved.

APPROVAL OF MINUTES

The minutes of the January 9, 2020 meeting were presented for approval.

Motion to approve the minutes of the January 9, 2020.

Motion by A. Sartorio; 2nd by M. Ruppert. Motion passed without objection.

PUBLIC COMMENT - None

MEETINGS

Emergency Services – No meeting held.

Fire Prevention – No meeting held.

CHIEFS REPORT

Chief Gurzo reported that there were 20 calls in the month of January. A Rescue Task Force drill was held with members of Station 45, Montgomery EMS and the police department. In the opinion of all who attended the drill was very successful.

Work on the renovation of Rescue 46 is nearly complete and the apparatus should be returned to service next week.

The inspection trip for the new E108 found the apparatus to be in excellent condition. A checklist of 59 minor repair or modifications was prepared and approved by the Chief. The truck should be shipped from Pierce to F&SS next week. It will then remain at F&SS while equipment is mounted; M&W is ready to install the radios when delivered. The truck will be delivered and the fire department logo etc. will be painted in the firehouse. The Chief anticipates providing a full list of the remaining equipment to be ordered at the March meeting.

Eighteen people have signed up for 63 classes at SCFA this semester.

LOSAP

Gene Keller reported that the LOSAP list has been posted at the firehouse for the requisite 30-day period and that no objections have been raised as to the list. The maximum contribution has been raised to \$1,742. Eighty percent of the members received a LOSAP contribution with 27 receiving the maximum contribution. The total LOSAP amount for the year will be \$59,402.20. The Chair noted that as the budget contained an appropriation of only \$55,000, the balance will be appropriated from the LOSAP reserve. A. Sartorio will schedule a visit from the AIG/VALIC representative for member consultations.

Commissioner Laughlin moved a resolution to forward the LOSAP contribution to AIG/VALIC for dissemination to the members' individual accounts. The motion was seconded by Commissioner Sartorio and passed unanimously.

ENGINEER'S REPORT

The Knox box on E107 has been repaired. The pump motor throttle on B46 will be very difficult to repair if it malfunctions and should be treated with care.

The driver's side steamer on E107 has not been repaired as the wrong part was shipped. PMs have been completed on all apparatus.

The Engineer is working with Mr. Newberry on an RFQ for 2020 PMs which will likely be scheduled in the fall.

The twelve-volt charger on T46 has failed. A cord reel charger will be installed.

Mercer Spring noted that the rear brakes on E107 are nearing replacement.

The T46 joystick has a hydraulic leak. The valve body is not re-buildable; the replacement estimate is about \$17,000, as the part would have to be made and shipped from Finland. The truck operation is not impacted and it can continue to respond to calls. The condition will continue to be monitored so that action can be taken if the leak becomes larger. Mr. Newberry will obtain quotes for repair.

Engineer Kabis will obtain a letter from the company verifying that this condition does not impact life safety.

Commissioner Ruppert will continue to explore lighting options for T46 that do not involve a generator. An analysis of T46 expenses in 2019 indicates that about 50% of the monies were spent on PM and \$22,000 on repairs.

REQUISITIONS

Requests were made for requisitions in the amount of \$2,200.00 for the charger module for the T46 shoreline; \$1,675.00 to F&SS for compartments of R46; \$1,261.92 to Pierce for change order modifications to the new E108; and \$4,260.40 for new tires on R46. Total requisitions in the amount of \$9,397.32 allocated as \$5,522.32 to capital and \$3,875.00 to 2020 operating expenses.

Motion to approve by Bonder, second by Laughlin; unanimous consent.

TREASURER'S REPORT

Mr. Newberry noted that the BOFC had received two checks for recent claims from VFIS: \$460.00 for a ladder and \$125.00 for towing reimbursement for B46. All 1099s have been distributed; updated W-9s are in process. The adopted 2020 budget has been posted on the web page.

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.

Allocations from the 2019 budget: SAFE-T \$12,041.56; Continental Fire \$490.00; AIG/Valic(LOSAP) \$59,402.

Allocations from the 2020 budget: Administrative: Advertising \$550.00; Elections \$751.50; Apparatus Housing \$16,000.00; General Operations: External Generator Service \$825.00; Medical \$6,565.00; Repairs and Maintenance \$184.63; Snow Removal \$1,635.00; Utilities \$623.64; Other \$587.50; Total General Operating \$10,420.77. Operating Insurance \$3,443.00; Supplies \$50.56; Training/Fire Prevention \$4,436.49. Total Operations: \$4,350.82. Total Expenses \$34,900.92.

Capital Expenses: \$307.25 for the E108 inspection trip.

Additional detail on bills is set forth in the Treasurer's report. Total 2020 expenses to be paid for the month of February \$35,208.17; Total 2019 expenses to be paid \$14,333.56.

Motion to accept the Treasurer's Report and to approve payment of the bills as presented.

Resolution 2020-03 Payment of Bills

The Chief Financial Officer having certified there are sufficient unencumbered funds from the 2019 and 2020 operating budgets to pay the bills as presented, and having designated the accounts to which each should be charged, approval of and authorization to pay bills in the total amount of \$14,333.56 from the 2019 budget and \$35,208.17 from the 2020 budget.

Motion Commissioner Sartorio, second Sudol. Unanimous vote of approval.

NEW BUSINESS

A motion was made to close out the old PNC bank account, which has a balance of about \$1,500, and transfer all funds therein to the new account. Motion by Commissioner Bonder, 2nd Ruppert; unanimous vote of approval.

OLD BUSINESS

2020 Election and Budget Referendum – There will be two lists for poll workers to review in determining the eligibility of voters this year. One list will list eligible voters; the second list will list persons who have been provided mail-in ballots. Voters appearing in person who have been provided mail-in ballots will be permitted to vote by provisional ballot. The results of the election will not be known until Tuesday, February 18th as mail-in ballot results will not be known until that date. The members of the Board discussed various voter information strategies to ensure voters know the consequences of their votes.

E108 Replacement: See Chief's Report. The Chair indicated that one change order was approved in the amount of \$1,261.92 for adding a panel on the officer's side and adding interior red lighting. Total changes approved are now \$17,274.00.

Rescue Lighting Upgrade – There were no responses to the lighting upgrade RFQ. Two vendors called with questions but did not submit quotes. Mr. Newberry will issue a new RFQ.

Insurance Review – No report.

Opticom Maintenance/Repair – An invoice was submitted to fire district 1 to cover their share of the costs involved.

Boiler Inspection – Installation of the new boiler is underway. The State will be notified when the project is complete.

2018 Audit Status – There has been no response from the auditor about the questions raised after reviewing the audit. Sue Perkins, CPA, has volunteered to discuss these questions and will be invited to a future meeting for that purpose.

Expired Turnout Gear- No report.

Napa Account – Application for a house credit account is pending.

LOSAP – Commissioner Sartorio will notify Valic that he is the new point of contact. Efforts to retrieve monies from former members who did not vest are continuing. It is estimated that the sums to be retrieved from sixteen former members could be over \$55,000. Any monies returned would be deposited in the LOSAP reserve account.

2020 Budget- Mr. Perkins reported that the Division of Local Government Services approved the adopted budget but we have not received a copy of the approved document as of this date.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 9:35 p.m. The next regularly scheduled meeting will be held on March 12, 2020.
Motion by Laughlin, 2nd by Sartorio. Motion passed without objection.