

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

MINUTES OF FEBRUARY 9th, 2023

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 Gerard Hogan, Stephen Morrison, Andy Mozumdar, Michael Ruppert, and Tony Sartorio.

Also present: Deputy Chief Kyle Rendall, Engineer Justin Kabis, QPA Bill Newberry.

Approval of Minutes

On the motion of Chairman Sartorio, seconded by Commissioner Ruppert, the minutes of the meeting of January 12th were approved by a unanimous vote.

Public Comment – None

Meetings

Emergency Services – No meeting held.

Fire Prevention- No meeting held.

Rescue Task Force- No meeting held.

Chief's Report

Deputy Chief Rendall reported that there were 20 calls in the month of January including two kitchen fires. Four were considered “close calls” where further potential fire extension (without intervention) could have occurred. No apparatus were damaged, and there were no injuries to firefighters.

ENGINEER'S REPORT

T46- A coolant leak was observed, F&SS responded and found loose coolant filter. F&SS indicated there would be no charge for this work.

Replacement of rear Spotlights with LED equivalents had been approved and ordered, but still delayed due to parts availability.

Repairs for items found during PM (right side cab scene light, #4 discharge gauge, steering rod tie end boots, engine oil cap, exhaust flange at turbo, rear brake pads) are still delayed due to parts availability, though work is currently scheduled for 2/27/2023.

E467- Completed repairs on Light Tower indicator (factory wiring crimp fixed) and on Back-up Camera (loose wiring corrected).

Deck-gun auto-stow and light tower stow issues unresolved but in-process (Four Lanes).

Repairs for items found during PM (DEF Doser leaking at muffler, Rear axle lubricant, Rear Body-Frame isolator) had been approved, but currently still delayed due to parts availability.

Two front tires have exceeded NFPA-recommended 7 year life. A requisition to replace will be submitted next month.

B46- Ciocca (Formerly Dischman) Ford is currently working to install the replacement engine.

E468- During the PM it was noted that the air dryer desiccant needs replacement. Awaiting air dryer by Four Lanes.

R46- Starter needs to be replaced – request at this meeting to approve \$1,500 for the work.

Replacement of the auto charger and replacement of the front seat belts, lubrication of the rear axle and replacement of the cab tilt relay/safety switch await scheduling by Four Lanes. Work delayed due to parts availability.

No action on replacement of the broken tripod light mount.

Repairs for items found during PM (Driver and Officer seat belts damaged by door latch wear, rear axle lubricant) had been approved, but still delayed due to parts availability.

U46 – There is an issue with the catalytic convertor. Apparatus to be taken to the dealership for warranty repair by the Deputy Chief.

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.

Administration: Office expense: \$119.19 (FY23); Professional expenses [FY21 audit]: \$11,500.00 (FY22).

Total Cost of Administration: \$11,619.19

Cost of Operations:

Apparatus Housing: \$16,000.00(FY23); General Operations: Repairs and Maintenance \$642.00(FY22), \$166.00(FY23); General Operations: Operating Insurance: \$6,799.03(FY23); General Operating: Adj Municipal Service: \$5000.00(FY23); Snow Removal: \$925.00(FY23); Utilities: \$694.34(FY23); General Operating; chiefs account \$826.53(FY23).

Total Cost of Operations: \$642.00(FY22); \$29,713.91(FY23)

**Total Cost of Administration and Operations: \$42,617.10
{\$12,142.00 (FY22); \$30,475.10 (FY23)}**

Resolution 2023-7 Payment of Bills

The Chief Financial Officer having certified there are sufficient unencumbered funds in the FY 22 and FY 23 budgets 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 of \$42,617.10.

On Motion of Chairman Sartorio, 2nd by Commissioner Morrison, the BOFC unanimously approved payment of the bills.

The website has been updated to include the December minutes.

A check from the State of New Jersey in the amount of \$29,521.49 was received on January 27th and deposited in the operating account. This is a storm related reimbursement for Tropical Storm Ida.

1099's were issued as required and a 1096 form was filed with the IRS.

Purchasing: Purchase orders have been issued for all requisitions.

Requisitions during this meeting:

On the motion of Commissioner Hogan, 2nd by Commissioner Mozumdar, a request for \$1,500 to replace the starter on R46 was approved unanimously.

On the motion of Chair Sartorio, 2nd by Commissioner Hogan, a request for \$43,999.99 to purchase a 2022 F150 SuperCrew with the required features to serve as Deputy Chief Car (D46) was approved unanimously.

NEW BUSINESS

BOFC Election: Chairman Sartorio noted that Commissioner Hogan has submitted a petition of re-election and will run unopposed in the election on Saturday February 18th. Chairman Sartorio named Hargun Ghai and Daniela Spera as election clerks. Chairman Sartorio and will open the polls at 2:00 p.m. and Commissioners Ruppert and Mozumdar will close the polls and tabulate the ballots. He noted that the election day results will only be preliminary as the BOFC must wait for the Somerset County Board of Elections to provide the absentee ballot results in order to complete the tally.

Annual Posting of LOSAP Activity:

Gene Keller Jr. was unable to attend the meeting but provided a written updated LOSAP report. The initial report has been posted at the firehouse since the last meeting. The revised report is modified to include the new LOSAP maximum of \$1,936.00 as published by the Division of Local Government Services. This is an increase from the FY 21 level of \$1,804.00. The total for the year is now \$51,788.00.

Chairman Sartorio moved approval of the transfer of this amount to Corebridge Financial for distribution to the individual member accounts. Commissioner Morrison seconded the motion and it was unanimously approved.

Elimination of Two Unused Phone Lines:

Two old (wired) phone lines, currently charged to the BOFC, are not being used: 609-466-4308 and 609-466-4309.

Commissioner Mozumdar moved that these lines be eliminated, 2nd by Commissioner Ruppert, and this was passed unanimously.

Resolution Approving Participation in the NJGPC Pricing Program:

Favorable pricing for the D46 vehicle replacement (2022 Ford F150 Super Crew) is being made available through the NJGPC pricing program.

On Motion of Chairman Sartorio, 2nd by Commissioner Mozumdar, the BOFC unanimously approved participation in the NJGPC pricing program.

OLD BUSINESS

Employment of Grant Writer:

A 2022 Regional AFG Grant Application was prepared by the contracted Grant Writer. The application was reviewed by representatives from all participating departments (Rocky Hill Hook & Ladder Co, Rocky Hill First Aid and Rescue Squad, Montgomery Township BOFC District #1, Montgomery Township BOFC District #2, Montgomery EMS).

Firehouse Generator – No update

T46 Replacement: No update. The anticipated delivery date is May of 2024.

Deputy Chief Vehicle –

The Chief and Deputy Chief located a vehicle of interest as Deputy Chief Car replacement at East Coast Chevy/Buick/Ford in PA. The cost for the vehicle is \$43,999.99. This is significantly lower than two prior quotes of \$64,000. Requisition was approved (as described above) and a Purchase Order will be placed as soon as possible.

FEMA – The MUA document remains pending.

Banking –

Commissioner Mozumdar reported that:

- County monies were deposited in the PNC Capital Account.
- Investment of Capital monies in higher-returning treasury bill accounts will be done after District 1 executes theirs (expected by the end of the week of Feb 20).

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 8:45p.m. The next regularly scheduled meeting will be held on March 9th. *Motion by Commissioner Ruppert, 2nd by Commissioner Mozumdar. Motion passed without objection.*