

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

MINUTES OF APRIL 4, 2013

CALL TO ORDER

The scheduled meeting of the Board was called to order by Chairman Laughlin at 7:30 pm, following proof of publication under the Open Public Meetings Law (Annual Meeting Notice published in the official newspaper of the district, posted at the Montgomery Township Municipal Building and the Board offices).

ROLL CALL

Present: Commissioners L. Laughlin, C. Lewis, C. Kabis, D. Davis and S. Weingart. Also present: Chief Ballinger, Ass't. Chief Kabis, Fire Company President/Deputy Chief Keller, Attorney Griswold, T. Stys and L. Franchino.

Motions made by Davis. 2nd by Lewis. Passed without objection.

APPROVAL OF MINUTES

The Board reviewed and discussed the minutes of the March 7, 2013 meeting. Three Resolutions in the minutes were incorrectly identified as 2012, instead of 2013 Resolutions.

A motion was made to approve the minutes of the March 7, 2013 meeting with the following corrections: Resolutions 22,23 and 24 should be preceded with 2013, instead of 2012 as written.

Motion made by Kabis. 2nd by Davis. Motion passed without objection.
Commissioner Laughlin did not vote on the motion.

TREASURER'S REPORT

BILLS

A copy of the Treasurer's Report (attached) was made available to each commissioner with a list and description of the bills to be paid. The Chief Financial Officer certified that there were sufficient unencumbered funds to pay the bills and designated the accounts to which each would be charged. Shipping expenses for a few purchases were more than anticipated and sales tax was charged on the Kapersky internet security system - a total of \$289.24 is included in the bills to be approved tonight to cover these costs.

Commissioner Kabis recommended the transfer of \$80,000.00 from the TD Bank equity account to the checking account for the purpose of paying the bills.

The TD Bank reconciliations are as of February 28, 2013, instead of January 31, 2013 as reported on the Cash Asset Summary.

*A motion was passed to accept the Treasurer's Report and to approve payment of the bills.
Motion made by Kabis. 2nd by Davis. Motion passed without objection.*

RESOLUTION 2013-23 Payment of Bills.

Approval to pay the bills as presented in the total amount of \$81,391.37 (\$ 29,287.26 from 2012 encumbered funds and \$ 52,104.11 from the 2013 budget); and to authorize the transfer of \$80,000.00 from the TD Bank equity account to the TD checking account for the purpose of paying bills. The check payable to RaulSan, LLC for the telephone system upgrade shall not be sent to the vendor until the installation is complete and the system has been tested.

Resolution Ayes: Laughlin, Lewis, Kabis, Davis, Weingart.. Nays: None Absent: None.

To justify repair or replacement, Chairman Laughlin requested the chief review the turn-out gear inventory for age and condition before ordering anything additional.

Commissioner Kabis presented forms from PNC Bank to update the authorized signatures for banking. Commissioners must personally go to TD Bank to sign new cards.

CHIEF'S REPORT

The fire company responded to 17 calls during March, 2013, including a house fire in Belle Mead.

Earlier in the year the department responded on a stand-by for a pipeline leak in Hillsborough. Some reimbursement for the manpower hours and apparatus involved in the Hillsborough call is expected. The paperwork has been submitted.

46-164 preventive maintenance (25000 mile) will be done this month. The vehicle will need new tires, as will the BRAT, all of which will be purchased on NJ State Contract. The chief is looking into a new type tire for the BRAT that will function off-road but will hold up better for on-road use.

ISO Presentation - Hosted by District No. 1 on new factors being considered in the ISO rating process. There will be greater emphasis on formal firefighter training (recommended is 18 hours per person at an approved training academy each year) and on fire inspections and prevention in the future. The chief now has access to the ISO website reserved for fire chiefs.

Opticom Repairs – The equipment at the Rts. 206 and 518 intersection was damaged by a tractor trailer again. This is already the second time this year. The chief spoke with a state engineer about moving the pole and was told there was little chance of it being approved. In an effort to address this ongoing issue, when the units are re-installed our east-west receivers will be placed on a different pole within the intersection. The chief has begun the process of filing an insurance claim with the tractor trailer owner's insurance company.

Firefighter Safety Presentation – Princeton Fire invited ten MTVC2 members to attend a presentation at Princeton University by Ohio Deputy Chief and prominent speaker Billy Goldfedder. It was a valuable program for our officers and attendees.

Firefighter Injury – During training a firefighter suffered a hand laceration requiring stitches. An injury report and workers' compensation claim have been filed. The firefighter lost no time from work.

MSA Gas Meters – Recently 2 of 3 chargers malfunctioned and 2 oxygen sensors on the units failed during routine calibration. Breathe Safe is replacing the oxygen sensors under warranty and is investigating the charger issue with MSA.

Future Purchases - Replacing some Jaws of Life equipment has been the subject of research for awhile. When appropriate pieces are located they will be presented for board consideration. Most SCBA bottles will go out-of-date in four years. 8 have already been replaced, however 50+ more will require replacement (NFPA rule) by 2017. At this time the cost for bottles alone is about \$1500 (\$50 each).

Gas Pipeline – Plans to install a 42” pipeline down Rt. 206 (to run next to an existing line) will be discussed at a township public meeting next week. The chief is staying in touch with the township and will monitor the development of this project in the months to come.

OLD BUSINESS

Pumper – Changes arising from the pre-build conference are under review at E-One. Once approved by both parties manufacturing will begin. Delivery of the apparatus is still expected in late September. The next inspection will be about 3 weeks prior to completion of the apparatus.

Telephone System Upgrade – Infrastructure is in place; system troubleshooting and the installation of additional jacks and phones is underway. The system should be fully operational soon.

FDIC – Three people will attend this year for the full convention (5 days).

Bookkeeper/Accounting Services – Ms. Stys reported that her business could continue to provide services to the board, although she will not be the one doing the day-to-day work on the account. This was acceptable to the board.

NEW BUSINESS

The board discussed the following:

1. Replacement of old VHF pagers that are no longer serviceable.
2. Reflective traffic cones for fire police and driver training. Quotes were presented from Traffic Safety Store (\$11.70 ea. plus shipping); Global Industrial, Inc. (\$11.45 ea plus shipping); Sinclair Safety (\$12.30 ea including shipping).

A motion was passed to move forward with the foregoing purchases (no. 1-2 above).

Motion made by Laughlin. 2nd by Kabis. Motion passed without objection.

Resolution 2013-24 Authorizing expenditures.

A Resolution passed authorizing the following expenditures:

1. *Purchase of four (4) Motorola Minitor V VHF pagers with chargers and battery packs, plus extended warranties, pursuant to NJ State Contract # A53804 from M&W Communications, Inc. at a cost of \$534.00 (pager) and \$80.00 (warranty) each - the total purchase not to exceed \$2456.00, chargeable to the chargeable to the 2013 Supplies appropriation.*
2. *Purchase of fifty (50) 18” reflective traffic cones, pursuant to lowest quote from Sinclair Safety, Inc. at a cost of \$12.30 each including shipping – the total purchase not to exceed \$615.00, chargeable to the 2013 Supplies appropriation.*

Resolution Ayes: Lewis, Kabis, Davis, Weingart. Nays: None. Absent: Laughlin.

EXECUTIVE SESSION

A Motion passed to adjourn to executive session to discuss a personnel matter.

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

Return to regular session.

Resolution 2013-25 Authorizing a Member's LOSAP Hardship Withdrawal

Having reviewed the circumstances surrounding the request and finding that it meets the criteria for a hardship withdrawal as set forth in the LOSAP plan documents, authorizing a withdrawal of \$1500.00 from the vested LOSAP account of the member requesting same, and authorizing the Plan Administrator and the fire company LOSAP officer to work with him to file the necessary paperwork with the provider..

*Resolution Ayes: Laughlin, Kabis, Davis, Weingart. Nays: None. Absent: None.
Absention: Lewis.*

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 8:34 p.m.

The next regularly scheduled meeting will be held on May 2, 2013.

Motion made by Laughlin. 2nd by Kabis. Motion passed without objection.