

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

MINUTES OF DECEMBER 6, 2012

CALL TO ORDER

The scheduled meeting of the Board was called to order by Commissioner Laughlin at 7:30 pm. 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) was provided. Further, special notice as required for a special vote of taxpayers was provided.

ROLL CALL

Present: Commissioners L. Laughlin, C. Lewis, C. Kabis. Commissioners D. Cummings and D. Davis arrived a few minutes late after a fire call. Also present: Chief Ballinger, Lieutenant Kabis, and President Keller arrived after the fire call, Attorney Griswold and T. Stys.

OPEN POLLS FOR SPECIAL VOTE OF TAXPAYERS

The Chairman announced the purpose of the special vote of taxpayers being held at this meeting and opened the polls. The public question asks for approval to include \$30,000.00 in the capital outlay of the 2013 budget for the purchase and installation of up to three intersection control devices.

APPROVAL OF MINUTES

The Board reviewed and discussed the minutes of the November 1, 2012 meeting.

A motion was made to accept the minutes of the November 1, 2012 meeting with the following correction: In the Treasurer's Report, the amount transferred from the TD Bank equity account to the TD checking account was \$60,000.00, not \$40,192.75 as written, and to amend Resolution 2012-43 to reflect the correction.

*Motion made by Kabis. 2nd by Laughlin. Motion passed without objection.
Ayes: Laughlin, Lewis, Kabis, Cummings, Davis. Nays: None. Absent: None.*

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.

The apparatus housing expenditure should be \$16,000.00, instead of the \$16,500.00 indicated on the list of bills to be paid. Included in the bills are two payments to the MTVFC#2 Chief's Account for reimbursement of FDIC and IAFC expenses in the amounts of \$133.16 and \$95.23 which were presented after the encumbrances for these expenses were released. District #1 will reimburse District #2 for \$31.84 of the WB Mason bill for end-of-year office supplies, which will be deposited in the checking account.

The balance of encumbered funds for miscellaneous hooks and axes (Absolute Fire Protection \$151.75 – Gen. Operating) will be released back to the General Operating budget account.

A motion was passed to accept the Treasurer's Report, to approve payment of the bills with a correction to the amount paid to the MTVFC2 for Apparatus Housing, to transfer money to the checking account, and to release the foregoing enumerated encumbered amount back to its respective budget account.

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

RESOLUTION 2012-45 Payment of Bills. *Approval to pay the bills as presented in the amount of \$45,083.55, reflecting a reduction in payment to MTVFC2 to \$16,000.00 for Apparatus Housing, all payable from 2012 funds, and to transfer \$100,000.00 from the TD Bank equity account to the TD Bank checking account for the purpose of paying bills..*

Ayes: Laughlin, Lewis, Kabis, Cummings, Davis. Nays: None. Absent: None.

CHIEF'S REPORT

The fire company responded to 47 calls during November, 2012, many storm related. One OPRA request was fulfilled relating to a response to a CO call.

A site survey and inspection was conducted by the workers' compensation carrier. There is no recommendation to make any change in coverage.

At the request of the township fire marshal the fire company will provide stand-by coverage for an event on December 11th at the Princeton Airport. The fire marshal has completed his inspections pertaining to the event.

A Proclamation recognizing the fire company's efforts during the recent hurricane will be read at the township's December 20th meeting.

Additional estimated costs connected with installing the TAIT mobile radios including connection cable, etc. to the Knox box and Firecom systems where applicable, is \$1200.00 more than that previously approved (\$1185.00 - October 2012).

OLD BUSINESS

Phone System - Commissioner Davis and President Keller expect to present competitive quotes for phone system alternatives at the next meeting. The cost should be under \$6000.00.

Pumper - The board discussed the selection of Options, down payment amounts, and pre-build conference expenses for the new pumper. The contract provides the board will pay the cost of pre-build and inspection trips. The contract is under review by E-One and should be ready to be executed in the next day or two, however should it desire, the board can insert the selection of Options and down payment amount at this time.

A Motion was made to execute the contract for the pumper, to authorize a prepayment to E-One and to order certain 'Options' as set forth in the E-One proposal.

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

RESOLUTION 2012-46- Authorizing Pumper Contract

Authorizing execution of the proposed contract with Emergency One, Inc. for the custom pumper, including paying \$400,000.00 as a prepayment on the apparatus in order to take advantage of the 3% flat interest prepayment option and to order Option 'C(a)' Deck Gun \$10,388.00 and (b) Warning Light on Pump Panel \$1,711.00; and Option 'D' Deck Gun Remote \$1,620.00, reserving the right to order additional options at the pre-build conference; and giving the

Chairman the authority to execute the contract and to make the down payment in accord therewith.

Ayes: Laughlin, Lewis, Kabis, Cummings, Davis. Nays: None. Absent: None

A Motion was made to encumber money for travel expenses for the pumper pre-build conference, which is to be scheduled upon execution of the contract.

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

RESOLUTION 2012-47 - Authorizing travel expenses.

Authorizing the reimbursement of actual expenses incurred for travel and expenses incurred in connection with the pre-build conference for the E-One pumper in an amount not to exceed \$5,000.00, chargeable to the 2012 Training appropriation.

Ayes: Laughlin, Lewis, Kabis, Cummings, Davis. Nays: None. Absent: None.

NEW BUSINESS

The following purchases and costs were discussed:

1. Two (2) MSA thermal imaging cameras to replace those inoperable and outdated.
2. EMS requests CO meters, AED training kits, and O2 cylinders and regulators for its use. Quotes were presented for 1) Industrial Scientific GasBadge Plus CO meters (Airgas \$121.32 ea; Absolute Fire Protection \$175.50 ea; Safety Equipment \$195.00 ea). 2) AED Trainer Kits including heartstart trainer, training pads, configuration kit and remote control (CPR Savers \$521.25 ea; AED Superstore \$524.50 ea; Emergency Stuff \$524.50 ea). 3) O2 Cylinders –size D (Mada Medical \$85.00 ea; Henry Schein Medical \$93.07 ea; Galls \$109.99 ea). 4) O2 Regulators (Mada Medical \$51.00 ea; Henry Schein Medical \$114.79 ea; Galls \$124.99 ea).
3. First Aid Supplies to replace expired and contaminated supplies in first aid kits and trauma bags.
4. Five (5) sets of nut drivers, plus case, to augment tools in the truck tool boxes, particularly of use in connection with appliance fires. Quotes were presented from Home Depot \$49.64 ea; KTool.com \$50.48 ea; ToolUp.com \$51.11 ea.
5. A fire policeman needs a reflective rain jacket – cost \$139.95.

A Motion was made to approve the foregoing purchases with the exception of #2 (supplies and equipment for use by the EMS).

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

RESOLUTION 2012-48 – Authorizing Purchases.

Authorizing the following purchases and designating the accounts to which each will be charged:

1. Two (2) MSA Evolution 5200 HD Thermal Imaging Cameras and chargers pursuant to NJ State Contract #80953 from Breathe Safe, Inc. at \$13,995.25 each, the total cost not to exceed \$27,990.50, chargeable to the 2012 Supplemental Fire Services Grant and the balance to the 2012 Supplies appropriation.
2. Assorted first aid supplies at a cost not to exceed \$530.00, chargeable to the 2012 EMS appropriation.
3. Five (5) sets of nut drivers pursuant to lowest quote from Home Depot at a cost of \$49.64 each, the total cost not to exceed \$248.20 chargeable to the 2012 General Operating appropriation.
4. One (1) fire police reflective rain jacket from Flemington Department Store at a cost not to exceed \$139.95, chargeable to the 2012 General Operating appropriation.

The Chief Financial Officer certifies there are sufficient unencumbered funds available for these purchases.

Ayes: Laughlin, Lewis, Kabis, Cummings, Davis. Nays: None. Absent: None

A Motion was made to approve the purchase of supplies and equipment for use by the EMS and to send the EMS a communication requiring them to be more diligent in making their needs known to the board if they want board support in the future

Motion made by Davis.

2nd by Kabis.

Motion passed.

RESOLUTION 2012-49 – Authorizing Purchase of Materials and Supplies for EMS use.

Authorizing the following purchases and designating the 2012 EMS appropriation as the account to which each will be charged:

- 1. Five (5) ea. Industrial Scientific GasBadge Plus CO Meters pursuant to lowest quote from Airgas at a cost of \$121.32 each, the total expenditure not to exceed \$650.00, including shipping.*
- 2. Four (4) ea. AED Trainer Kits pursuant to lowest quote from CPR Savers at a cost not to exceed \$2085.00, including shipping.*
- 3. Six (6) ea. O2 cylinders – size D – pursuant to lowest quote from Mada Medical at a cost of \$85.00 each, the total not to exceed \$560.00, including shipping.*
- 4. Three (3) ea. O2 regulators pursuant to lowest quote from Mada Medical at a cost of \$51.00 each, the total not to exceed \$175.00, including shipping.*

The Chief Financial Officer certified there were sufficient unencumbered funds available for these purchases.

Ayes: Lewis, Kabis, Cummings, Davis.

Nays: Laughlin.

Absent: None.

SPECIAL VOTE RESULTS

At 9 p.m. the polls for the special vote of taxpayers were closed, the ballots counted, and the results certified by the clerk as follows:

To raise money in the 2013 budget for the purchase and installation of up to three (3) Opticom intersection traffic control devices at a cost not to exceed \$30,000.00, and to include same in the Capital Outlay section of the fire district's 2013 budget.

7 YES

0 NO

2013 BUDGET

In light of the results of the special vote of taxpayers, and after discussion, the proposed fire district budget for 2013 (appended to these minutes) was presented for approval. The estimated tax rate will be \$0.043 per \$100 assessed valuation.

RESOLUTION 2012-50 – Approval of 2013 Fire District Budget. (Attached).

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 9:50 p.m. The next meeting will be held on December 20, 2012.

Motion made by Lewis.

2nd by Kabis.

Motion passed without objection.

**BOARD OF FIRE COMMISSIONERS
MONTGOMERY TOWNSHIP FIRE DISTRICT NO. 2**

The budget approved for the year 2013 by Resolution of the Board of Fire Commissioners of Fire District No. 2, Montgomery Township, Somerset County, New Jersey, at its meeting held December 6, 2012, is as follows:

Anticipated Revenues		
Unreserved Fund Balance Utilized	\$ 62,500.00	
Interest on Investments & Deposits	4,000.00	
SFS Basic Entitlement Grant	1,779.00	
Amount to be Raised by Taxation	<u>791,800.00</u>	
Total Revenues		<u><u>\$ 860,079.00</u></u>
Operating Appropriations		
Administration:		
Election	\$ 800.00	
Office Expense	11,000.00	
Professional Service	30,000.00	
Advertising	<u>2,000.00</u>	
Total Administration		\$ 43,800.00
Cost of Operations:		
Insurance	\$ 65,000.00	
Apparatus Housing	192,000.00	
Supplies Expense/New Equipment	71,150.00	
Training/Fire Prevention	56,350.00	
General Operating	141,000.00	
Montgomery EMS	4,000.00	
SFS Grant Equipment	1,779.00	
Contingency	<u>10,000.00</u>	
Total Cost of Operations		\$ 541,279.00
LOSAP Appropriation		\$ 45,000.00
Capital Appropriations:		
Intersection Control Devices	30,000.00	
Reserve for Future Capital Outlay	<u>200,000.00</u>	
Total Appropriations		<u><u>\$ 230,000.00</u></u>
		<u><u>\$ 860,079.00</u></u>

Estimated Tax Rate per \$100.00 = \$.043
Based on 2012 assessed valuation of \$1,840,369,969.00

2013 BUDGET RESOLUTION

Montgomery Township

Fire District No. 2

FISCAL YEAR: From January 1, 2013 to December 31, 2013

WHEREAS, the Annual Budget for the Montgomery Township Fire District No. 2 for the fiscal year beginning January 1, 2013 and ending December 31, 2013 has been presented before the Board of Commissioners of the Fire District No. 2 at its open public meeting of December 6, 2012; and

WHEREAS, the budget as introduced is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et. seq.); and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 860,079.00, which includes amount to be raised by taxation of \$ 791,800.00, and Total Appropriations of \$ 860,079.00; and

WHEREAS, the amount to be raised by taxation to support the district budget, shall be the amount to be certified to the assessor of the municipality to be assessed against the taxable property in the district, pursuant to N.J.S.A 40A:14-79. Such amount shall be equal to the amount of the total appropriations set forth in the budget minus the total amount surplus and miscellaneous revenues set forth in the budget; and

WHEREAS, in calculating the amount to be raised by taxation, the Fire District No. 2 has taken into account the assessed valuation of taxable property in the Fire District No. 2,

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Montgomery Township Fire District No. 2, at an open public meeting held on December 6, 2012, that the Annual Budget, including appended Supplemental Schedules, of the Montgomery Township Fire District No. 2 for the fiscal year beginning January 1, 2013 and ending December 31, 2013 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Fire District No.2 's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the Board of Commissioners of the Montgomery Township Fire District No. 2 will consider the Annual Budget for adoption on January 3, 2013.

s/ Denis Cummings
(Secretary's Signature)

December 6, 2012
(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Laughlin	X			
Lewis	X			
Kabis	X			
Cummings	X			
Davis	X			