

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

MINUTES OF FEBRUARY 7, 2013

**CALL TO ORDER**

The scheduled meeting of the Board was called to order by Vice-Chairman Lewis at 7:40 pm, following proof of publication under the Open Public Meetings Law (Annual Meeting Notice published in the official newspaper of the district and posted at the Montgomery Township Municipal Building and Board offices).

**ROLL CALL**

Present: Commissioners C. Lewis, C. Kabis, D. Cummings and D. Davis. Absent: Commissioner L. Laughlin. Also present: Chief Ballinger (arrived late), President/Deputy Chief Keller, Ass't Chief Kabis, Attorney Griswold and T. Stys.

**APPROVAL OF MINUTES**

The Board reviewed and discussed the minutes of the January 3, 2013 meeting.

*A motion was made to accept the minutes of the January 3, 2013, meeting as presented.*

*Motion made by Kabis. 2<sup>nd</sup> by Davis. Motion passed without objection.*

**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 account to which each would be charged.

Payment to Montgomery Twp. Fire District No. 1 (\$332.50) for ½ the cost of printing the Vote by Mail ballot application for the February 16<sup>th</sup> election, chargeable to the 2013 Advertising appropriation, shall be included in the bills being paid tonight.

The treasurer requested the transfer of \$50,000.00 from the TD Bank equity account to the checking account for the purpose of paying the bills.

*A motion was passed to accept the Treasurer's Report, to approve payment of the bills as presented and transfer of funds between accounts.*

*Motion by Kabis. 2<sup>nd</sup> by Davis. Motion passed without objection.*

**RESOLUTION 2013-14 Payment of Bills.**

*Approval of payment of the bills as presented in the total amount of \$37,775.20 including payment to Montgomery Twp. Fire District No. 1 in the amount of \$332.50, chargeable to the 2013 Advertising appropriation (\$4,997.66 from 2012 encumbered funds and \$32,777.56 from the 2013 temporary budget); and authorization to transfer \$50,000.00 from the TD Bank equity account to the checking account for the purpose of paying the bills.*

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

After application of the Consumer Price Index adjustment it appears the 2012 LOSAP obligation will still be more than was budgeted for. The excess will be paid from surplus funds.

## **CHIEF'S REPORT**

The fire company responded to 28 calls during January, 2013, many of which were false alarms resulting from dead batteries in detectors or smoke scares from burnt food.

A summary of the 417 calls in 2012 indicates 46 (11%) involved fires of some nature; 152 (37%) were categorized as false alarms (including 30 false CO calls); 133 (32%) were "good intent" (smell of smoke, ex.) calls. The fire company responded provided mutual aid on 107 calls.

-46-126 preventive maintenance was completed.

-Two firefighters graduated from fire school at the end of January.

-Most equipment for EMS' use has been received. All should be in by the next meeting.

Opticom Damage – On February 4<sup>th</sup>, an unidentified tractor trailer downed the traffic light pole at Rts. 518 and 206, damaging the Opticom (traffic control device) equipment mounted on the pole. The chief has begun the claims process with the insurance company; there will be a deductible payable. Since this is the most dangerous and heavily used intersection in the district every effort is being made to expedite needed repairs. This unit has suffered damage multiple times. Relocating the pole is the prerogative of DOT, and if it is relocated the fire district will bear the cost of relocating the Opticom equipment to the new location.

## **OLD BUSINESS**

Pumper - The pre-build conference for the new pumper took place; potential issues and clarifications were addressed. Delivery is anticipated in the 3<sup>rd</sup> quarter of this year.

LOSAP - The final 2012 LOSAP contribution, including the 2.2% CPI adjustment, is \$49,576.15. There were no challenges to the posted list of qualifying volunteers.

*A Motion passed to pay the 2012 LOSAP contribution tonight.*

*Motion by Kabis. 2<sup>nd</sup> by Lewis. Motion passed without objection.*

### **RESOLUTION 2013-15 – Authorizing 2012 LOSAP Payment to Contractor.**

*Approval to pay \$49,576.15 to VALIC for the 2012 LOSAP contribution, chargeable to the 2012 LOSAP appropriation, which payment will be added to the bills paid tonight..*

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

Elections - Claude Lewis and Steven Weingart, Jr. are the candidates for the two open 3-year seats on the board. Commissioner Davis will open and Commissioner Laughlin will close the polls on February 16<sup>th</sup>. Diana Pfannebecker and Donald Thiel were appointed poll workers. Commissioner Lewis will obtain the voter registration list.

*A Motion was made to pay expenses associated with the upcoming election.*

*Motion by Kabis. 2<sup>nd</sup> by Cummings. Motion passed without objection.*

### **RESOLUTION 2013-16 – Authorizing Payments for Election.**

*Authorizing payment to the Somerset County Clerk for the voter registration list, and payment of \$200 each to Donald Thiel and Diana Pfannebecker for services rendered as poll workers, plus the cost of dinner for them upon the submission of receipts for same, all chargeable to the 2012 Election appropriation.*

The Board thanked Commissioner Cummings for his years of dedication to the fire district and his tireless efforts on behalf of the board. They wished him well in his retirement and new home.

Phone System – Two vendors were able to quote similar upgrades to the phone system, using most of the existing equipment and upgrading the operating technology (RaulSan, LLC \$4202.00; Converged Technologies, LLC \$4257.04). The third vendor quoted replacing the entire system, including equipment. (Sawyers \$8220.00). The recommendation was to proceed with the upgrade rather than replacement. Commissioner Cummings stated he preferred not to delay, as the system is in need of attention and the process has been underway for a long time.

*A Motion was made to proceed with upgrading the phone system.*

*Motion by Davis. 2<sup>nd</sup> by Kabis. Motion passed without objection.*

**RESOLUTION 2013-17 - Authorizing Expenditure for Telephone System Upgrade.**

*Authorizing an upgrade to the firehouse telephone system technology pursuant to lowest written quote and the proposal of RaulSan, LLC, of Somerset, NJ, at a cost not to exceed \$4202.00, and authorizing the expenditure of not more than \$1300.00 to replace non-functioning telephones or to purchase additional units as deemed necessary or advisable, pursuant to lowest quote received at the time of purchase, all chargeable to the 2013 General Operating appropriation. The Chief Financial Officer certified there were sufficient unencumbered funds to proceed with this project.*

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

**NEW BUSINESS**

Scanner - To facilitate the transmission of training materials and other information to firefighters the training officer requested the purchase of a scanner that will transfer materials to PDF files and allow access from a variety of devices. This will save on the costs of paper and expedite the distribution of materials to members. Quotes for a Fujitsu ScanSnap iX500 were obtained from Office Depot \$439.99; Sears \$448.74; and Newegg Business \$459.99.

*A Motion was made to purchase a scanner to facilitate the distribution of written materials to members.*

*Motion by Davis. 2<sup>nd</sup> by Cummings. Motion passed without objection.*

**RESOLUTION 2013-18 – Authorizing Purchase of Scanner.**

*Pursuant to lowest quote received, authorization to purchase a Fujitsu ScanSnap iX500 scanner from Office Depot at a cost not to exceed \$439.99, chargeable to the 2013 Training appropriation.*

Opticom Insurance - The chief reported that VFIS will be specifically adding Opticom equipment to the district's insurance by endorsement to the policy. There may be a premium increase associated therewith. A question of coverage arose over the most recent claim for losses at the Route 518 and 206 intersection and this will avoid similar issues arising in the future.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 8:25 p.m. The next regularly scheduled meeting will be held on March 7, 2013.

*Motion by Cummings. 2<sup>nd</sup> by Davis Motion passed without objection.*