

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

MINUTES OF MAY 10, 2018

CALL TO ORDER

The regularly scheduled meeting of the Board was called to order by Commissioner Martin at 7:05 pm, following proof of publication under the Open Public Meetings Law (Annual Meeting Notice published in the 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 P. Martin, L. Laughlin, M. Ruppert, J. Sudol. Absent: Commissioner S. Weingart. Also present: Chief Gurzo, Engineer Kabis, L. Franchino, Attorney Griswold and President Verducci.

APPROVAL OF MINUTES

The minutes of the April 12, 2018 meeting were presented for approval.

A motion was made to approve the minutes of the April 12, 2018 board meeting with a clarification as to the mutual aid box calls.

Motion by Sudol. 2nd by Ruppert. Motion passed without objection.

RESIGNATION

Citing personal reasons, Commissioner Weingart submitted his resignation from the board, effective immediately. The board thanked him for volunteering his time and service to the fire district and to the community and wished him well, noting that he has been an active member of the board for many years and will be missed.

PUBLIC COMMENT – None.

CHIEF'S REPORT – The fire company responded to 26 calls during April 2018, including a mutual aid call for a residential fire on Princeton Avenue and a complicated extrication involving a rollover and injury on Sunset Drive.

Events-

- “Every 15 Minutes” program at Montgomery High School was a success, with many compliments from the school and from those who participated.
- Hopewell’s Memorial Day Parade on May 27th; Neshanic’s parade is May 28th.
- The fire company’s recruitment open house on May 30th.

Training –

- On-site training at Kemper-Trego building will take place this Saturday prior to its demolition.

FDIC –

-Feedback from attendees was overwhelmingly positive. Classes provided a great deal of new information on a variety of timely topics that will be incorporated into training and practice. (ex: cancer awareness, foam, water, strategy & tactics, air/ventilation management). The impressive assortment of apparatus on display provided an excellent opportunity for review, comparison and discussion of alternatives for upcoming replacements and/or refurb.

Committees –

- Engine108 replacement – Committee is making progress; have inspected a number of manufacturers' engines to research options and ask questions and will follow up at Harrisburg Expo in a couple weeks.
- Rescue 46 refurb – Committee is awaiting feedback on certain elements of the project and is working on specifications. The chief was asked to provide board members with a document detailing the overall scope of the project as proposed at this time, including specific elements requiring plumbing and compartment reconfiguration.
- Command vehicle – Bid received last month in response to 3rd public request for bids is significantly over budget. Will research alternatives and/or begin negotiation of project in an attempt to bring it within financial limits.

Tower 46 Gear Box Repair – Awaiting receipt of parts, expected early in June.

First Responder Credentials –The chiefs have started updating membership files to an electronic format to provide the county with information needed to credential Station 46 personnel.

ISO Rating – Cmsr. Laughlin will reach out to determine how criteria or reporting may have changed.

Bailout Kits – In response to questions by board members, the chief explained that the purchase and assembly he proposes meets or exceeds NFPA standards and that all components are certified. By assembling the units in-house there is an appreciable cost savings.

A Motion was made to approve purchases requested by the chief.

Motion by Martin. 2nd by Ruppert. Motion passed without objection.

RESOLUTION 2018-36 – Approving Purchases.

The Chief Financial Officer having certified there are sufficient unencumbered funds in the 2018 budget, authorization to purchase thirty-five (35) bailout kits at a cost of \$11,540.00, pursuant to lowest quote from Doug's Hose Dummies, chargeable to the 2018 Supplies appropriation; and to purchase associated training for thirty-five (35) people from Somerset County Emergency Services Training Academy at a cost of \$175.00 per person (\$6,125.00), chargeable to the 2018 Training appropriation.

Resolution Ayes: Martin, Laughlin, Ruppert, Sudol. Nays: None. Absent: Weingart.

MEETINGS

Emergency Services: No meeting.

Fire Prevention: No meeting.

ENGINEER'S REPORT

Report distributed and on file.

The EVT (Emergency Vehicle Mechanic) at Bergey's is leaving the business. The Engineer is looking into other providers for repair and maintenance work on the apparatus. In the meantime, most work previously authorized for completion at Bergey's will be canceled until a new vendor is located.

A Motion was made to rescind the board's previously adopted authorization of work to be performed by Bergey's except replacing the foam system controller on Engine 7.

Motion by Martin. 2nd by Laughlin.

Motion passed without objection.

RESOLUTION 2018-37 – Partial Rescission of Resolution 2018-33

Whereas Bergey's is no longer able to provide a service technician certified to perform all of the repairs authorized in Resolution 2018-33, adopted by the board on April 12, 2018, said Resolution shall be rescinded insofar as it authorizes maintenance or repairs by Bergey's except replacement of the foam system controller on Engine 7 at a cost of \$1,204.90, which repair Bergey's is still authorized to perform.

Resolution Ayes: Martin, Laughlin, Ruppert, Sudol.

Nays: None.

Absent: Weingart.

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. One invoice was added to the list of bills being paid at this meeting - Hopewell Auto Parts for miscellaneous truck supplies (\$298.87), chargeable to the 2018 General Operating appropriation.

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

Motion made by Martin.

2nd by Laughlin.

Passed without objection.

RESOLUTION 2018-38 - Payment of Bills.

The Chief Financial Officer having certified there are sufficient funds previously encumbered from the 2017 budget and encumbered and unencumbered in the 2018 budget to pay the bills as presented and supplemented, and having designated the accounts to which each should be charged, a Resolution passed authorizing payment of the bills in the total amount of \$38,860.86 (\$32,501.07 from the '18 budget; \$6,359.79 from the '17 encumbered budget).

Resolution Ayes: Martin, Laughlin, Ruppert, Sudol. Nays: None. Absent: Weingart.

Abstention: Cmsr. Sudol abstained from voting to approve FDIC reimbursement to himself.

Motion to clear the balance remaining in the Insurance encumbrance for the '17 workers' comp audit premium (\$216.00), and to clear the following General Operating (R&M) encumbrances in the 2018 encumbrance list for work authorized to Bergey's and rescinded at this meeting (\$1,938.76 and \$1,062.30).

Motion by Martin.

2nd by Laughlin.

Passed without objection.

OLD BUSINESS

Command Vehicle – The vehicle committee is researching purchase alternatives through recognized and statutorily authorized cooperative purchasing agencies. The proposal from the vendor who submitted a bid placed the project significantly over budget. The vendor will be advised.

Incident Reporting – Software provider to provide complimentary training.

Workers' Compensation Audit – Completed and closed.

LOSAP – Commissioner Martin is overseeing communication and coordination of action to be taken.

Records Retention – Document organization continues.

Pre-Plan License – The chief and fire marshal will work out.

Weight Room – Discussion at meeting; an updated draft document to be distributed.

Audits – Materials have been delivered to the auditor.

NEW BUSINESS –

FDIC – Commissioner Sudol commented that he attended some classes particularly geared to volunteer fire companies and it was his opinion that MTVFC#2 operates a well-managed, trained and prepared fire service organization.

EMS Purchase – Commissioner Laughlin reported that MEMS would like to have the fire company advise them of supplies and materials that would be beneficial to have MEMS carry and have available at emergency scenes. The chief will respond.

A Motion was made to adjourn to closed session. (8:32 pm).

Motion by Laughlin.

2nd by Martin.

Passed without objection.

RESOLUTION 2018-39 – Closed Session

WHEREAS, the Open Public Meetings Act (NJSA 10:4-12(b) et seq.) authorizes a public body to meet in closed session under certain limited circumstances; and

WHEREAS, in compliance with NJSA 10:4-12(b) et seq., the Board has determined that it is necessary to adjourn to closed session at this time to discuss a specific personnel matter and may involve an invasion of individual privacy if disclosed.

NOW THEREFORE IT IS RESOLVED that the Board will adjourn to closed session for purposes of discussing a personnel matter, that is a request for approval of a LOSAP withdrawal by a vested volunteer, and that matters discussed will be made public if and when the confidentiality of same no longer may constitute an unwarranted invasion of individual privacy; and

IT IS FURTHER RESOLVED that the Board will resume its regular meeting, open to the public, at the conclusion of the closed session.

Resolution Ayes: Martin, Laughlin, Ruppert, Sudol.

Nays: None.

Absent: Weingart.

A Motion was made to return to open public session (8:39 pm).

Motion by Laughlin.

2nd by Martin.

Passed without objection.

Return to Public Session

A Motion was made to memorialize the outcome of closed session.

Motion by Martin

2nd by Laughlin.

Passed without objection.

RESOLUTION 2018-40 – LOSAP Withdrawal Approval

After reviewing the application of a member of the fire company vested in the LOSAP program to make a partial withdrawal from the member's LOSAP account to address medical and associated expenses, the board determined the request fell within the program's withdrawal parameters and approved the request.

Resolution Ayes: Martin, Laughlin, Ruppert, Sudol.

Nays: None.

Absent: Weingart.

ADJOURNMENT -

There being no further business to come before the Board, the meeting adjourned at 8:44 p.m.

The next regularly scheduled meeting will be held on June 14, 2018 at 7:00 pm.

Motion by Martin.

2nd by Laughlin.

Passed without objection.