

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

MINUTES OF JUNE 20, 2024

CALL TO ORDER

The regularly scheduled meeting of the Board was called to order by Chairman Mozumdar 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 Gerry Hogan, Rich Hopkins, Stephen Morrison, Andy Mozumdar and Michael Ruppert.

Also present: Engineer Justin Kabis, Attorney Eric Perkins and Captain Dan Labos.

Approval of Minutes

On the motion of Commissioner Hopkins, seconded by Chairman Hogan, the minutes of the meeting of May 9th, 2024 were unanimously approved.

Public Comment - None

Meetings

Emergency Services – No meeting held.

Fire Prevention – No meeting held.

Rescue Task Force- No activity.

LEPC – No meeting held.

Chiefs Report

Chairman Mozumdar read Chief Verducci's report. There were 28 calls in the month of May. Two drills were conducted. Ben Biondi graduated from fire school and three others are currently taking classes. The county chiefs association has formed a radio group to work with the county on improving radio communications.

ENGINEER'S REPORT

The Engineers report which was emailed to all members contains a more detailed explanation of repair and PM activities.

Annual pump, ladder and hose testing has been completed. All apparatus pumps passed. Two pumps required intake screen replacement. Two lengths of 5" supply line hose failed. The defective hose was donated.

U46- Accident damage awaiting repair. The apparatus remains in service. An attempt will be made to repair the damage in-house.

R46- The replacement tripod light has been mounted.

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: Elections: \$4,770.88; Office Expenses: \$4,056.46; Professional Services: \$5,513.00.

Total Cost of Administration: \$14,340.34.

Cost of Operations:

Apparatus Housing: \$16,000.00; General Operations (Medical): \$8,968.00; General Operations-Other/Chief's Acct: \$2,454.72; Operating Insurance: \$15,848.06; Repairs and Maintenance: \$292.46; Utilities: \$986.96; Supplies: \$1,045.81; Training and Fire Prevention: \$4,375.42.

Total Cost of Operations: \$50,171.43.

Total Cost of Administration and Operations: \$64,511.77.

FY 2023 Operations Expense: Hose \$21,921.00

Resolution 2024-16 Payment of Bills

The Chief Financial Officer having certified there are sufficient unencumbered funds in the 2023 and 2024 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 \$21,921.00 FY 23 and \$64,511.77 FY24.

On Motion of Commissioner Hopkins, 2nd by Commissioner Ruppert the BOFC unanimously approved payment of the bills.

Mr. Newberry indicated that he met with Sue Perkins on June 20th and began the transitioning of the booking. He will forward the materials to the auditor for the 2023 audit. As of July 1st, Ms. Perkins will assume responsibility for preparing the checks and purchase orders. Mr. Newberry will continue to prepare the meeting reports, reconcile the bank accounts and oversee the existing capital projects. The transition progress will be reviewed in October.

Purchasing

Requisitions: None submitted.

OLD BUSINESS

American Rescue Plan Grant – The BOFC received a letter on June 7th confirming an award in the amount of \$75,000 for the acquisition of 12 sets of replacement PPE, 10 firefighter helmets, 25 PPE harnesses and associated personal escape systems and 6 SCBA facemasks. This grant is funded by reimbursement and requires the BOFC to purchase the equipment, thereafter, providing proof of purchase to the DCA to receive reimbursement. A copy of the actual grant contract has yet to be received.

AFG/FEMA Grant – Motorola has delivered the new radios to Wireless Solutions which will now begin the process of programming the new equipment.

State Radio Grant – Montgomery township continues to review options for the use of the funds.

Seagraves Tower – Chief Verducci's written report indicated that the motor and turn table have been mounted on the frame rails and that assembly of the apparatus was proceeding. There is no firm projected delivery date at this time and the inspection trip has not been booked.

Sale Of T-46 – Mr. Newberry reported that no bidder submitted a bid in excess of the minimum of \$20,000.00 The pump and apparatus inspections have expired this month and will not be renewed as the apparatus will be sold "as is" condition. The Board agreed to begin negotiations with other fire departments that have indicated an interest in the apparatus. The Board also authorized Engineer Kabis to place an advertisement for the sale of the apparatus in the Harrisburg Fire publication provided that the cost of the advertisement does not exceed \$500.00

Brush Truck Replacement – The chassis remains at A & K equipment. Assembly is complete with the exception of the front bumper which has not been delivered as of this date. As soon as the bumper is installed the apparatus will be delivered to East Coast Lighting.

State MOU – In the absence of Deputy Chief Rendall it was unclear if the executed MOU has been transmitted to the State. Transmission will be confirmed by the next meeting.

Banking – Commissioner Morrison reported that the account balance for all account is \$3,061,751.00. No new long-term investments will be made at this time in anticipation of the need for funds to pay for the new tower.

Long Term Capital Plan - Commissioner Hopkins discussed the revised plan. Several members of the Board indicated concern about the proposed cost of a new fire police vehicle. It was noted that number was a “ballpark” figure as there was no description of the proposed acquisition at this time. Chair Mozumdar noted that the acquisition would have to be placed on a referendum before December so that it can be included in the FY25 budget. He suggested that it is appropriate to put together a committee to spec out the new apparatus. He appointed Commissioner Hogan and Hopkins to be the representatives of the BOFC on the committee. The chief will be requested to name others to the committee.

Questions were also raised about the need and timing of the proposed tanker purchase listed for 2025 in the long-term capital plan. The original concept to purchase a used apparatus now seems in question given the market for such apparatus. A new apparatus would likely cost more than the reserve in the plan. Discussions regarding the utilization of such an apparatus should commence in the coming months.

It was agreed that additional effort should be directed to obtaining grant funding to secure equipment acquisition.

Viburnum Tank – Commissioner Ruppert reported that Stover has examined the tank and found that the tank and pump are in good condition. They determined that the problem does not appear to be with the floats but rather with the contactors which activate the fill mechanism. They have ordered the parts and will install when delivered. They will then test again to verify that the float is operating correctly.

NEW BUSINESS

LOSAP Review – Chair Mozumdar noted that Gene Keller Jr. has prepared a LOSAP summary document which has been shared with the BOFC and will be posted in the radio room. The document explains the program and provides information on common questions about how the program operates.

Workers Compensation Insurance Audit – An additional revised invoice has been received from the carrier in the amount of \$19,810.88. This revision was calculated after a review of revised membership information was provided to the carrier. The carrier also increased the initial premium for FY24 coverage. An extensive discussion took place regarding coverage of members who have a low call response rate. President Kabis indicated that the officers review member response rates on a regular basis and speak to those who have a low response rate. He noted that six members have been dropped in recent months. The BOFC discussed limiting the number of fire police as there are eight on the current roster. It is unclear how long a member must be on the roster to be included in the annual premium audit. Additional clarification will be requested from Nottingham.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 8:50 p.m. The next regularly scheduled meeting will be held on July 11th, 2024. *Motion by Mozumdar, 2nd by Hogan. Motion passed without objection.*