

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

MINUTES OF MARCH 11, 2021

**CALL TO ORDER**

The regularly scheduled meeting of the Board was called to order by Chairman Sudol 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 B. Bonder(virtual), R. McGeady, M. Ruppert, A. Sartorio and J. Sudol. Also present: Chief Adam Verducci, Deputy Chief Rendall, Lt. N. Garymore, Engineer J. Kabis, QPA W. Newberry and Attorney E. Perkins.

**Moment of Silence**

Vice Chair Sartorio requested all present to rise and remain standing for a moment of silence in memory of the passing of former Commissioner Steven Weingart Jr.

**Approval of Minutes**

On the motion of Commissioner Ruppert, seconded by Commissioner Sudol, the minutes of the meeting of February 11, 2021 were unanimously approved.

**Public Comment** - None

**Meetings**

Emergency Services – No meeting held.

Fire Prevention – No meeting held.

**Chiefs Report**

Chief Verducci reported that there were 14 calls in the month of February. Annual physicals have been scheduled for members.

## **ENGINEER'S REPORT**

Engineer Kabis reported that the CAFS system on E107 remains inoperable and that obtaining quotes for the diagnostics and repair has been difficult. The work to remove the PTO could take up to three days. Campbell's original quote was based upon the condition that they be awarded the contract for the repair work. Mr. Newberry suggested that a second quote be obtained from F&SS with an hourly rate and a fixed markup on replacement parts. A quote will also be obtained from Campbell on the same basis.

Four Lanes has not yet installed the pump foam manifold drain on E107. Should be completed with the annual PM.

The missing rear exhaust tip on E107 has been ordered.

T46 alignment has been delayed due to the weather.

C46-1 has an outstanding GM recall for a wheel speed sensor and needs an oil change.

A recall has been issued for the passenger side airbag on the deputy chief's vehicle. The parts are not yet available.

Harlingen Garage has evaluated the vehicle transmission and other issues which were previously quoted by the Lawrence dealership. The Harlingen quote is for \$2,050 but does not include transmission repair as the nature of the problem will not be known until the transmission is disassembled. It was agreed to award the repair work to Harlingen Garage in an amount up to \$3,000 which is the amount quoted plus allowance for contingent work on the transmission.

F&SS has completed its evaluation of T46 bucket response time. They believe that replacing the valve in the jib boom will improve response time. They have quoted the cost of the replacement at \$7,280.00. The replacement can be completed in the firehouse reducing the down time for the apparatus.

## **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.

### **Invoices from the 2020/21 Budgets:**

#### **Cost of Operations:**

Administration: Advertising \$72.84 (2021); Bookkeeping Services \$3,350.00(2021); Cloud Hosting \$294.00(2021); Legal Services \$4,275.00 (2021); Minute preparation \$750.00(2021); Apparatus Housing: \$16,000.00(2021); General Operations: Medical Payments \$40.00 (2021); Repairs and Maintenance 1,090.55(2021)\$871.06(2020); Snow Removal: \$3,210.00(2021); Testing and Inspection: \$950.00(2020); Utilities: \$630.08 (2021); General Operations: Other \$3,480.85(2021) \$3,465.00(2020); Training and Fire Prevention: drill \$77.88 (2021), Fire Academy \$1,500.00 (2021); Training and Fire Prevention: Other \$1,500.00(2021).

**Cost of Operations \$5,286.06 (2020) and \$36,271.21 (2021)**  
**Total \$41,557.27**

### **Resolution 2021-8 Payment of Bills**

*The Chief Financial Officer having certified there are sufficient unencumbered funds remaining in the 2020 budget and the 2021 temporary budget 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 bills in the total amount \$41,557.27.*

*On Motion of Commissioner Sudol, 2<sup>nd</sup> by Commissioner Ruppert, the BOFC unanimously approved payment of the bills.*

Mr. Newberry noted that he was unable to reconcile the PNC account statement as it had not been received as of tonight's meeting.

Documentation for the 2020 is expected to be transmitted to the auditor around the middle of the month of April.

### **Purchasing**

Purchase requisitions approved at the February meeting have been issued. The AED pads have yet to be delivered. Mr. Newberry noted that the replacement extension ladder issue remains unresolved and that he continues to negotiate with the vendor Witmer.

Mr. Newberry indicated that he believes that all issues for the Four Lanes purchase orders have now been resolved and that they can now be closed out.

Island Tech has not scheduled the lighting upgrade for R46. Mr. Newberry and the Chief will continue to work to move this project forward.

### **Requisitions**

After discussion the following requisitions were approved: Witmer, TheFireStore, in the amount of \$1,461.50 for 25 Streamlight batteries, 6 MSA TIC batteries,

2 containers of artificial smoke fluid and 5 PASS keys; F&SS \$7,280.00 for the jib boom repair on T46; \$3,000.00 Harlingen Garage for repair of the deputy chief's vehicle; \$500.00 for advertising for the public information campaign for the budget referendum.

Approval of the requisitions in the amount of \$12,241.50 was moved by Commissioner Bonder, seconded by Commissioner Ruppert and approved unanimously by the Board.

## **NEW BUSINESS**

Chairman Sudol noted that he will make a presentation on the Board of Fire Commissioner operations to the fire company membership at the April meeting encouraging members and their families to vote to support the budget at the April 20<sup>th</sup> referendum.

Mr. Sudol noted that he had spoken with Todd Harris, Chief of the Rocky Hill Fire Department and invited him to the April meeting to discuss the renewal of the contract with the Board. That review will be the first item for consideration at the April meeting.

Chief Verducci raised the possibility of applying for grants to augment the budget. Mr. Newberry noted that he could recommend a grants writer if the Board decided to move in this direction.

## **OLD BUSINESS**

### **Vehicle Donations**

Chair Sudol noted that the best practice for vehicle donations appears to be to exclude the BOFC from the process. The fire company will adopt a practice of having donated vehicles and the title delivered directly to Stewarts. Stewarts will then hold the vehicle until it can be used for an extrication drill. Subsequent to the drill Stewarts will transport the vehicle to the scrap yard and receive any proceeds for the value of the scrap. The fire company treasurer will issue a confirming tax donation document to the person(s) donating the vehicle.

### **2021 Election**

Chairman Sudol reported that the property at 223 River Road will be officially placed in fire district 2 as of January 1, 2022. With this action the fire districts and tax districts will be in alignment.

Commissioner Bonder reported on his efforts to provide information to the voters of the fire district on the election and budget referendum. He requested \$500.00 to be

used to purchase ads in FB and the Montgomery News. The BOFC approved the request.

No official word has been received as to how the annual election will be conducted but it appears that in person voting will take place. The official voter lists for the district have been requested from the Somerset County Board of Elections. Commissioner Sartorio will open the polls at 2:00 p.m. on Tuesday April 20<sup>th</sup>. Commissioners Sartorio and McGeady will close the polls at 9:00 p.m. and tabulate the ballots. Commissioner Sartorio will contact last year's poll workers to determine if they are interested in working the polls again this year. Poll workers will be appointed at the April meeting.

**VFIS** – Vice Chair Sartorio noted that he will submit a response to VFIS indicating that all recommendations contained in their report have been addressed. He noted that the cost of the motor vehicle records checks was \$12.43 per person. The annual cost to the BOFC will depend on the frequency of the checks and the number of persons to be checked. One option would be to check apparatus operators every other year. Consideration should also be given as to what action should be taken if the record reveals unsafe driving practices.

**COVID 19 Testing Policy** – Attorney Perkins and Commissioner Sartorio have developed a draft which was circulated among the BOFC members. The policy may not be necessary given the number of testing sites and the roll out of the vaccination program.

**LOSAP** – The 2020 member contributions have been transmitted to VALIC/AIG for deposit to individual member accounts.

**Viburnum Underground Tanks** –No action until spring.

**Flight Credits** – Awaiting reimbursement check from former Chief Gurzo.

**Junior Firefighter Regulations** – No action by the state as of this date.

**Online Banking** – Commissioner Bonder continues to work with the banks to complete the process.

**Expired Turnout Gear**- No action.

**Travel and Expenditure Policies** – Chairman Sudol noted that the policies have been distributed to all members of the BOFC. He requested comments or suggestions within the coming week so that the policies could be considered for adoption at the April meeting.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 9:45 p.m. The next regularly scheduled meeting will be held on April 8th, 2021.  
*Motion by Ruppert, 2<sup>nd</sup> by Sudol. Motion passed without objection.*