

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

MINUTES OF MAY 9, 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, Stephen Morrison, Andy Mozumdar and Michael Ruppert. Absent: Commissioner Rich Hopkins

Also present: Chief Adam Verducci, Deputy Chief Kyle Rendell, Engineer Justin Kabis, Attorney Eric Perkins and QPA Bill Newberry.

**Approval of Minutes**

On the motion of Commissioner Ruppert, seconded by Chairman Mozumdar, the minutes of the meeting of April 11th, 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**

Chief Verducci reported that there were 39 calls in the month of April. The most significant calls included a mutual aid structure fire in Hopewell, a stand-by in Hillsborough and an overturned motor vehicle. Two drills were conducted.

## **ENGINEER'S REPORT**

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

**U46-** The apparatus was involved in a minor accident resulting in damage to the passenger side. An attempt will be made to repair the damage in-house.

**R46-** Tripod light mount parts received awaiting installation.

**E-107 -** Problem with the light tower stow sensor was determined to be a loose ground wire. The wire has been repaired and the problem has not reoccurred.

The Engineer's report contains the PM schedule for all 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. The report was accepted as presented.

**Administration:** Office Expense: \$84.00.

**Total Cost of Administration: \$84.00.**

### **Cost of Operations:**

Apparatus Housing: \$16,000.00; General Operations Medical: \$335.00; General Operations-Other/Chief's Acct: \$542.86; Operating Insurance: \$4,301.00; Repairs and Maintenance: \$716.39; Utilities: \$775.00; Supplies: \$464.25; Training and Fire Prevention: \$1,285.00.

**Total Cost of Operations: \$23,995.91**

**Total Cost of Administration and Operations : \$24,039.91**

### **Resolution 2024-15 Payment of Bills**

*The Chief Financial Officer having certified there are sufficient unencumbered funds in the 2024 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 the Administration and Operations bills in the total amount of **\$24,039.91**.*

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

Mr. Newberry noted that the electric bill for the pump on the Viburnum Drive tank was averaging \$100 per month which indicates there may be a system malfunction. Chief Verducci was requested to investigate to determine if the tank was leaking or the pump was malfunctioning.

Mr. Newberry indicated that he is continuing discussions with Sue Perkins who will assume the bookkeeping function on July 1<sup>st</sup>.

### **Purchasing**

**Requisitions:** None submitted.

### **OLD BUSINESS**

**Agreement with Fire District #1** - The document has been executed by both districts.

**American Rescue Plan Grant** – No new information.

**Financial Disclosure Forms** - All members filed the requisite forms in a timely manner.

**AFG/FEMA Grant** – Awaiting delivery of the equipment.

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

**ISO Evaluation** – Correspondence has been received from ISO indicating a 3/3Y rating which places the district in the top 16.5% of fire companies nationally. This is particularly notable as the ratings compare against fire companies with full time staffing. Efforts will be made to continue to approve the ratings.

**Tower Replacement** – Chief Verducci reported that he did not receive an update from Seagraves prior to the meeting. The last update indicated that assembly of the apparatus was proceeding. He anticipates delivery in late June. He noted that the final inspection trip was not included in the cost of the apparatus. He will schedule the trip as soon as he has better information from Seagraves. At the present time he anticipates three officers will make the trip which will take about three days. No commissioners are required to attend the trip. He will advise the BOFC chair of the cost of the trip prior to booking and the BOFC will approve the trip costs at the subsequent monthly meeting.

**Sale Of T-46** – Mr. Newberry reported that no bidder submitted a bid in excess of the minimum of \$200,000. It was noted that the apparatus is now 22 years old and that the Bronto brand is not well known. The pump and apparatus inspections both expire in June. It was agreed that the apparatus would be sold “as is” so neither

inspection will be renewed. The Board agreed to immediately re-list the apparatus on Gov Deals at a \$90,000 minimum. If no bid is submitted, it will be re-listed immediately with a \$50,000 minimum.

**Brush Truck Replacement** – Chief Verducci reported that the chassis is at A & K equipment for the installation of the sled. Progress has been delayed as the bumper has not been delivered. As soon as the assembly is complete the apparatus will be delivered to East Coast Lighting. The outstanding P.O. to East Coast is in the amount of \$14,651.82. The outstanding P.O. to A & K Equipment for the mounting of the pump and skid is in the amount of \$39,833.00. He anticipates that the apparatus should be delivered by the end of June.

**State MOU** –Deputy Chief Rendall will provide another copy of the revised document to the Board chair for execution.

**Banking** – After discussion about the anticipated delivery date for the new tower and the brush it was agreed that the sum of \$50,000 will be left in the PNC account. The balance will be transferred to RVC and invested for a six-week term. This will allow the funds to be available when they are required to pay for the tower.

**Long Term Capital Plan** - It was noted that Commissioner Hopkins distributed a revised plan which will be reviewed again in the fall. The plan includes increases in the annual budget capital set aside. Other revenues are difficult to estimate and will be taken into consideration during plan reviews.

## **NEW BUSINESS**

**Apparatus Insurance Coverage** - Quotes were received from Nottingham Insurance to increase the agreed upon value coverage of E107, E108 and R46. After discussion it was agreed to increase the coverage of each piece from the \$750,000 to 1 million dollars each. This will result in annual premium increase of \$1,428.12.

**Police Department Rescue Vehicle** – Chief Verducci reported that the police department has obtained a high-water rescue vehicle. There is room in the firehouse to store the vehicle without displacing any of the BOFC apparatus. After discussion it was resolved that Fire Company should execute an agreement with the Township for the storage of the vehicle. BOFC approval is not required, and the Board will not be a signatory to the agreement.

**Records Retention** – The issue of the destruction of outdated materials was discussed. Mr. Newberry indicated that he had reviewed the files and that in his view there was little left that can be destroyed. An inventory of questioned files will be conducted.

**June Meeting Date** – Chair Mozumdar indicated that he will not be available for the scheduled June meeting. Noting that the absence of other members might make it

impossible for the Board to meet the quorum requirement it was agreed that the meeting will be re-scheduled for Thursday, June 20<sup>th</sup>.

### **ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 8:53 p.m. The next regularly scheduled meeting will be held on June 20<sup>th</sup>, 2024.

*Motion by Mozumdar, 2<sup>nd</sup> by Hogan. Motion passed without objection.*