

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

MINUTES OF AUGUST 12, 2021

**CALL TO ORDER**

The regularly scheduled meeting of the Board was called to order by Chairman Sartorio 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 R. McGeedy (by Zoom video), B. Bonder, M. Ruppert, A. Sartorio and A. Mozumdar. Also present: Chief Adam Verducci, Deputy Chief K. Rendall, Lt. J. Nieves, Engineer J. Kabis, QPA W. Newberry and Attorney E. Perkins.

**Approval of Minutes**

On the motion of Commissioner Sartorio, seconded by Commissioner Ruppert, the minutes of the meeting of July 8, 2021 were unanimously approved.

**Public Comment** - None

**Meetings**

Emergency Services –no meeting held.

Fire Prevention – No meeting held.

Rescue Task Force – Drill conducted. No meeting held.

**Chief's Report**

Chief Verducci reported that there were 21 calls in the month of July including a motor vehicle fire and multiple responses to other jurisdictions including two structure fires in Princeton. One member of the company has tested positive for the Covid 19 virus and is in quarantine. All members who may have been in contact with the affected member have been notified. Notice was also provided to the Montgomery Township health authorities.

## **ENGINEER'S REPORT**

Flemington Ford has been unable to diagnose the engine problem on B46. The truck remains OOS while additional testing is conducted.

Engineer Kabis is seeking an alternate vendor, Seagraves Sales & Service in New Brunswick, to provide a quote on the repairs to the E107 CAFS system.

T46 remains OOS. E-1 is sending a metal engineering consultant to review the apparatus on August 13. The frame has a lifetime warranty however the warranty does not cover damage caused by rust and corrosion. If the warranty does not cover the repair the Engineer will request Mercer Spring to evaluate the frame repairs and provide a quote for repairs. If required, he will solicit additional quotes.

Engineer Kabis will also review undercoating options for the apparatus over the next months.

The outstanding GM recall on C46 for a wheel speed sensor has been scheduled for August 28<sup>th</sup>.

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

PM quotations have been received for all apparatus. Engineer Kabis recommended that Four Lanes be awarded the PM contracts for E107 (\$2,875.00), R46 (\$2,875.00) and B46 (\$650.00). Contracts for T46 and E108 will be awarded to Fire and Safety Services.

## **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 2021 Budget:**

**Administration:** Advertising \$450.00; Office Expenses: \$294.00.

**Operations:** Apparatus Housing: \$16,000.00; Insurance: \$286.71; General Operations/Repairs and Maintenance: \$1,423.08; General Operations/Adjoining Municipal Service: \$5,000.00; General Operations/Utilities: \$586.22; General

Operations/Other: \$1,118.91; Training and Fire Prevention: \$9,172.46;  
Supplies/New Equipment: \$5,297.22.

**Total 2021 Budget Cost of Administration and Operations: \$39,628.60**

### **Resolution 2021-17 Payment of Bills**

*The Chief Financial Officer having certified there are sufficient unencumbered funds remaining in the 2021 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 bills in the total amount **\$39,628.60**.*

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

### **Purchasing**

The purchases approved at the July meeting have been issued.

### **Requisitions**

The Chief has requested approval to purchase the following items:  
Miscellaneous equipment, \$2,547.00 (Witmer/Fire Store), four pair of firefighter boots, \$1,512.00 (All Hands) and six firefighter SCBA masks \$2,203.20 (Firefighter One).

No operational monies have been received from Montgomery Township as of this date. There has been a problem with ACE Cloud Hosting not billing the district directly for their services. This issue appears to have been resolved. The 2020 audit paperwork will be transmitted to the auditor this month.

Initial work on a draft for the 2022 budget will be commenced in the coming weeks.

**Approval of Requisitions and PM's:** Commissioner Ruppert moved approval of the proposed PM contracts and requisitions as requested by the Chief in the total amount of \$28,467.18. Chairman Sartorio seconded the motion and it was unanimously approved by the BOFC.

### **NEW BUSINESS**

**Generator:** A crack has been discovered in the radiator of the external generator which provides power to the firehouse in the event that electric power is out. The unit remains in service but will be closely monitored and will not be tested on a weekly basis. Modern Power Group has evaluated the repair and offered two options. Under the first option the unit will be out of service for approximately one week while repairs to the existing radiator are made on site. The anticipated cost of

the repair would be \$4,790.00. The second option would be to replace the radiator. The lead time for a replacement radiator is estimated to be 105 days.

Chairman Sartorio moved a contract to repair/re-core the generator radiator at a cost of \$4,790.00. Commissioner Bonder seconded the motion and it was unanimously adopted by the board.

**Contract with MTVFC #2:** The Chair noted that the existing apparatus housing contract with the fire company expires on December 31, 2021. Discussions are underway with the fire company trustees for a renewal of the agreement with a possible reduction in the monthly rent.

**Grants:** Commissioner Mozumdar reported on his exploration of grant options. He noted the success of the Rocky Hill Fire Department in obtaining several grants in different years. No specific opportunities have been identified at this time but the review is on-going.

### **OLD BUSINESS**

**EMS Budget Request:** District 1 is considering the EMS request for the inflatable tent. It appears likely that they will agree to contribute toward the purchase. To avoid further delay in the purchasing process Commissioner Sartorio moved the approval of a purchase order in the amount of \$4,000.00 toward the purchase of the tent, contingent on approval by District 1. Commissioner Mozumdar seconded the motion and it passed unanimously.

**Fire Police Vehicle:** Outfitting of the new apparatus continues. The apparatus should be in operation within the next month.

**Fire Prevention Fine Monies** – The Chief indicated that no requests have been made at this time.

**Viburnum Underground Tanks** – The Chief will schedule a pump exercise to test the floats in the coming weeks.

**Online Banking** – Almost complete.

**R46 Refurbishment** – The Chief outlined various equipment items that he would like to place on the apparatus. The cost of these items is under the bid and quotation limits.

On the motion of Chairman Sartorio, second by Commissioner Ruppert, the BOFC approved the transfer of \$6,000.00 from the R46 capital refurbishment account to the Chief's account to permit the purchase of these items.

**Outdated Electronics:** Hard drives are being removed from the equipment in preparation for the recycling of the items.

**Communications Policy:** The Chair requested the Board and fire officers review the draft and provide comments/feedback.

**Renewal of Rocky Hill Agreement:** Deferred to a future meeting.

**ADJOURNMENT** There being no further business to come before the Board, the meeting adjourned at 9:05 p.m. The next regularly scheduled meeting will be held on September 9th, 2021. *Motion by McGeedy, 2<sup>nd</sup> by Mozumdar. Motion passed without objection.*