

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

MINUTES OF DECEMBER 12, 2019

**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, L. Laughlin, M. Ruppert and J. Sudol. Absent: A. Sartorio. Also present Chief Gurzo, Dpty. Chief Bolen, Lt. B. Gurzo, Engineer J. Kabis), QPA W. Newberry and Attorney E. Perkins.

**APPROVAL OF MINUTES**

The minutes of the November 14, 2019 meeting were presented for approval.  
*Motion to approve the minutes of the November 14, 2019 meeting as revised to increase the amount expended on repairs to \$10,765.05.*  
*Motion by L. Laughlin; 2<sup>nd</sup> by J. Sudol. Motion passed without objection.*

**PUBLIC COMMENT** - None

**MEETINGS**

Emergency Services – No meeting held.

Fire Prevention – No meeting held.

**CHIEFS REPORT**

Chief Gurzo reported that there were 22 calls in the month of November. The cab of the replacement for E 108 has been painted and construction is proceeding. The tentative date for R-46 to go out for overhaul is January 6<sup>th</sup>. The overhaul should take between four

and six weeks. The Chief will verify that all parts and materials to be installed in the overhaul are available prior to minimize time out of service. Certain equipment will be relocated to E-107 while R-46 is out of service. Station 45 will run back-up on all calls while R-46 is out of service.

All active members received mandatory CPR certification and re-certification for all in early December. Call participation remains high, averaging 17 members per call. Supporting activities such as Wreaths Across America and the Santa Run keep members involved.

## **ENGINEERS REPORT**

J. Kabis report listed eleven active repairs/service items for which PO's had been assigned. Five items requiring immediate action included repair of the E107 CAFS air clutch; E108 Knox box repair; T46 wheel chock compartment door latch; gouge on the D/R/O tire on E107. Additional longer term repairs were noted for next year. It was noted that the recent problem with B46 was due to failure to clean the exhaust system. All drivers will be instructed on the process to ensure that the automatic cleaning system is engaged on a regular basis. Preventive maintenance has either been completed or is in process for all apparatus.

## **REQUISITIONS**

### Approval for Requisitions:

Montgomery Township for private duty for police officers for Opticom repair \$380.00; Harlingen Garage for U46 emergency alternator repair \$539.91; Chief's account for response incentives \$6,000.00; FS&S for T46 shoreline boom ejector, boom cradle pad and outrigger sensor \$1,575.00; Four Lanes for CAFS repair on E107 \$1,169.20; Bish Sales for saw blades \$936.00; Emergency engine repair on B 46 \$257.78; Harlingen Garage for radiator repair on Deputy 46 car \$748.07; \$600.00 for food for training activities; retention incentives \$17,400.00; total December requisitions \$29,605.96.

Motion to approve by Bonder, second by Laughlin; unanimous consent.

## **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. Allocations as follows: Administrative \$3,749.08; Apparatus Housing \$16,000.00; General Operations \$18,410.33; Supplies \$8,515.45; Training/Fire Prevention \$3,702.08. Additional detail on bills is set forth in the

Treasurer's report. Total operational invoices for the month of December \$120,401.34

Capital expenditures included \$16,888 for apparatus and \$6,705.00 for pagers.

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

### **Resolution 2019-32 Payment of Bills**

*The Chief Financial Officer having certified there are sufficient unencumbered funds from the 2019 operating budget to pay the bills as presented, and having designated the accounts to which each should be charged, approval of and authorization to pay bills in the total amount of \$120,401.34 from operations and \$23,253.44 from capital.*

*Motion Commissioner Laughlin, second Ruppert. Unanimous vote of approval.*

### **NEW BUSINESS**

Commissioner Bonder requested an update on Station 46 policies when apparatus were called into mutual aid jurisdictions. The Chief reviewed the existing policies including verification that the department will attempt to have at least one officer remain in the district or close by to take charge in the event of a call in the district while Station 46 was providing mutual aid.

The Chairman noted that an agreement was signed with the police department to provide private duty officers to assist the Opticom repair workers.

A resolution was proposed to establish meeting and work session dates in 2020. The resolution was unanimously approved and will now be published and distributed as required under the Open Public Meetings Act.

The 2020 election will take place on Saturday, February 15<sup>th</sup>. Commissioner Laughlin indicated that he will not be running for re-election. A resolution was proposed and adopted establishing Friday, January 17<sup>th</sup> at 5:00 p.m. as the cut off date for the filing of petitions for the one, three-year term.

Noting that several budget line items have exceeded the funds available, Chairman Sudol suggested transferring the sum of \$6,000 from the training account allocated as follows: \$1,000 to Elections; \$2,000 to Office ; and \$3,000 to Operations. Commissioner Bonder moved the resolution, seconded by Ruppert and unanimously approved.

### **OLD BUSINESS**

E108 Replacement: See Chief's report.

MEMS Agreement – The squad president has requested several minor changes to the agreement. The changes will be made and the document forwarded to the squad for execution.

SFS Grant- Completed

Insurance Review – No report.

Opticom Installation – Repairs were completed on December 12th.

BOFC Documentation Review – On-going. W. Newberry will now take responsibility for maintaining BOFC records.

Boiler Inspection – New boiler has been ordered.

2018 Audit Status – The auditor has not responded to the questions raised in October.

LOSAP – No report

Rescue 46 Overhaul – See Chief's report.

Expired Turnout Gear- No report.

**2020 Budget** – Chairman Sudol noted that there have been no material changes to the proposed budget since the work session. The budget is balanced and does not exceed the spending caps. Commissioner Bonder moved approval of the budget in the total amount of \$1,014,330.00 of which the sum of \$962,546.00 will be raised by taxes. Commissioner Ruppert seconded the motion, which was then adopted by a unanimous vote.

## **ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 9:30 p.m. The next regularly scheduled meeting will be held on January 9, 2020.

*Motion by Bonder, 2<sup>nd</sup> by Sudol. Motion passed without objection.*