

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

MINUTES OF JUNE 8th, 2023

CALL TO ORDER

The regularly scheduled meeting of the Board was called to order by Vice Chairman Ruppert 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 and Michael Ruppert. Absent: Commissioner Mozumdar

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

Approval of Minutes

On the motion of Commissioner Hogan, seconded by Commissioner Morrison, the minutes of the meeting of May 11th, 2023 were unanimously approved.

Public Comment - None

Meetings

Emergency Services – No meeting held.

Fire Prevention – No meeting held.

Rescue Task Force- No meeting held.

Chiefs Report

Chief Verducci reported that there were 27 calls in the month of May. The most notable calls were a standby in Kingston during a warehouse fire and a brush fire in the middle of the night. Training consisted of a bail out drill and a joint drill with Station 45, Montgomery EMS and Rocky Hill on electric vehicle fires.

ENGINEER'S REPORT

T46- The annual NDT testing on the apparatus will be conducted tomorrow, June 9th. The replacement spotlights for the rear of the apparatus were finally delivered and installed in-house.

Annual Testing and Inspections: Pumps and hose scheduled with Fireflow for July 13-14th. Ladder testing on July 7th. The Engineer is attempting to schedule the inspections and PM on the Hurst tools.

Marine 46 – A hole in the port side flotation panel was repaired.

The Engineer's written report to the BOFC provided detail on other pending repairs on apparatus E46-7, T46 and E46-8. Repairs are delayed due to the inability of the vendor to obtain parts. The apparatus remain in service as the repairs do not interfere with the firefighting capability of the apparatus.

TREASURER'S REPORT

Mr. Newberry noted that two bills from FY 22 were received too late for inclusion in tonight's materials and would be held over until the July meeting.

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:

Advertising: \$54.99; Office Expense: \$4,626.00; Professional fees: \$5,375.00.

Total Cost of Administration: \$10,055.99

Cost of Operations:

Apparatus Housing: \$16,000.00; Gen. Operations:\$1,980.00; Gen. Operations: Medical: \$ 335.00; Utilities: \$684.65; Training and Fire Prevention: \$1,235.00.

Total Cost of Operations: \$20,234.65.

Total Cost of Administration and Operations: \$30,290.64

Commissioner Ruppert noted that the invoice for Mr. Newberry included a one-time payment of \$500.00 for preparing bid specs and other documentation for the brush replacement. He moved approval of this one-time payment. Commissioner Hogan seconded the motion, and it was unanimously approved.

Resolution 2023-16 Payment of Bills

*The Chief Financial Officer having certified there are sufficient unencumbered funds in the 2023 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 **\$30,290.64**.*

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

Purchasing

Requisitions: Engineer Kabis indicated that the vendor's estimate for the NDT testing on T46 was \$150.00 than the \$1,200.00 which was approved at last month's meeting. Commissioner Ruppert made a motion to increase approval of the NDT testing by \$150.00 for a total amount of \$1,350.00. Commissioner Hopkins seconded the motion, and it was unanimously approved by the BOFC. Engineer Kabis noted that the test results are good for 364 days. In the event that the apparatus is sold beyond that date a new test would be required next year.

NEW BUSINESS

B-46 Replacement – Mr. Newberry reported that he had published the request for bids for the new apparatus. Bids were returnable by this evening. He received two inquiries about the publication. As of this evening no bids have been received. He requested approval to re-post the bid with a return date consistent with next month's meeting. Commissioner Ruppert made a motion to re-bid, seconded by Commissioner Hogan and approved by a unanimous vote of the Board.

OLD BUSINESS

Financial Disclosure Reports – Attorney Perkins reported that he had advised the new township clerk of Commissioner Hopkins appointment and that he should be receiving a link to complete the financial disclosure in the coming days.

ISO Evaluation – Chief Verducci reported that he has not received a follow-up from ISO as of the meeting.

Capital Fund Investment – Vice Chairman Ruppert noted that on May 30th Chairman Mozumdar had distributed an email report to all members of the BOFC on the T bill ladder in which 1.7 million in capital account monies have been invested pending expenditure on the aerial apparatus. The report indicates interest and maturity dates for the investments.

Rocky Hill Report - Deferred until the July meeting.

Tower Replacement – Chief Verducci noted that the Seagraves representatives promised a follow-up response within a couple of weeks of the conference phone call held after last month’s meeting. As of this date no communication has been received. According to the sales representative work continues on the construction of the apparatus.

Brush Truck Replacement – Mr. Newberry reported that the Board received the \$100,000 payment and conveyed the title to the apparatus to Brindlee Mountain. The apparatus was removed from the firehouse on May 18th . The proceeds from the sale will be deposited in the operating account. The Board will transfer them to the capital account before the end of the fiscal year. Mr. Newberry will contact the insurance agent to remove the apparatus from coverage. The plates will be retained for use on the replacement apparatus.

Deputy Chief Vehicle – Mr. Newberry reported that he had registered the vehicle with the New Jersey Department of Motor Vehicles. He left the registration and plates were placed in the Chief’s mailbox. The title was placed in the BOFC office. Deputy Chief Rendell noted that the cap was on order and should be available within the next two weeks. Once the cap is installed the apparatus will be transported to have the lights and other equipment installed before the vehicle is placed in service.

Long-Term Financial Plan – The committee did not meet this month.

FEMA – The MUA has not been completed.

Change of Election Date – No action at this time.

Firehouse Generator – Delivery of the transfer switch is anticipated in August with the actual generator to be delivered in December. The solar company has installed a solar isolation switch.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 7:58 p.m. The next regularly scheduled meeting will be held on July 13th, 2023.
Motion by Mozumdar, 2nd by Hogan. Motion passed without objection.