

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

MINUTES OF NOVEMBER 9, 2023

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 Rich Hopkins, Stephen Morrison, Michael Ruppert and Andy Mozumdar.

Absent: Commissioner Gerry Hogan

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

Approval of Minutes

On the motion of Commissioner Hopkins, seconded by Commissioner Ruppert, the minutes of the meeting of October 12th, 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 26 calls in the month of October. The most significant call involved a mutual aid response to a chimney fire in District 1 and a small fire in a commercial building on Wall Street. The company conducted several

drills during the month. Station 46 successfully hosted the annual Fire Prevention month event on Saturday October 21st.

The Chief requested approval to purchase the following items:

- 14 100ft lengths of 5" supply hose at a cost of \$21,646.00
- Three nozzles at a cost of \$1,528.80
- Three nozzle tips at a cost of \$715.55
- 10 carabineers at a cost of \$201.30
- Rescue rope at a cost of \$185.00
- A rope bag at a cost of \$50.00
- 6 pullies at a cost of \$428.00
- A rigging plate at a cost of \$54.00
- A carrying bag at a cost of \$31.00
- 4 quarts of pre-mix chain saw bar oil at a cost of \$440.00

Total cost of the requested requisitions is in the amount of \$25,341.70.

Commissioner Ruppert moved a resolution approving the requisitions. Commissioner Hopkins seconded the motion which then passed by a unanimous vote.

ENGINEER'S REPORT

T46 – The jack plate has been repaired and is now back in service. The annual PM for the apparatus will occur in December.

U46- Scheduled for a number of repairs including replacement of the shock absorbers before going back into utility service.

E107- Tire replacement quote provided; awaiting approval. Four Lanes is trouble shooting the light tower stow sensor.

R46- Awaiting Four Lanes re-location of the rear differential vent.

Milspray application completed.

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: No expenses this period

Total Cost of Administration: \$00.00.

Cost of Operations:

Apparatus Housing: \$16,000.00; General Operations: Repairs and Maintenance: \$3,536.66; Adjacent Municipal Services: \$760.00; Utilities: \$933.91; Operating Insurance: \$8,317.00; SFS Grant: \$650.00(FY 2022); Supplies: \$3,611.58; Training and Fire Prevention: \$3,839.65.

Total Cost of Operations: \$37,648.80.

Total Cost of Administration, Operations and Capital: \$37,648.80.

Resolution 2023-20 Payment of Bills

*The Chief Financial Officer having certified there are sufficient unencumbered funds in the 2023 and 2022 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 **\$37,648.80.***

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

Mr. Newberry noted that the Board has not received tax proceeds from Montgomery Township as of this date.

Purchasing

Requisitions: Included in the Chief's report.

The stream lights that were ordered through last year's SFSF grant have now been delivered. The long-backordered tripod light has also been delivered.

Mr. Newberry has spoken with auditor who expects to have the 2022 audit in for consideration at the December meeting.

Mr. Newberry noted that the Board has received a refund from the Workers Compensation carrier in the amount of \$8,423.88 reflecting a premium audit adjustment for the 2022 year.

NEW BUSINESS

LOSAP – Gene Keller Jr. provided updated figures on member participation in the LOSAP program for the current year. As of this date with almost two months left in

the year the total expenditure is anticipated to be approximately \$45,000. The number could go up or down depending upon participation in the coming weeks. He noted that the return of college students to on-campus instruction is partially responsible for the reduction in participation.

MEMBERSHIP IN SOURCEWELL PURCHASING COOPERATIVE - Mr. Newberry noted the financial benefits of participating in a purchasing cooperation. After discussion the BOFC unanimously passed a resolution authorizing participation in the cooperative as permitted by law. A copy of the resolution will be available in the Board offices according to the provisions of the Open Public Meetings Act.

SFSG Grant – Chief Verducci requested approval to utilize grant funds to purchase an Elkhart standpipe kit in the amount of \$1,768.80. Commissioner Ruppert moved a resolution of approval, seconded by Commissioner Hopkins. The approval resolution passed unanimously.

DCA ARPA Grant -Deputy Chief Rendall requested that the Board approve a grant submission to support the funding of PPE for ten firefighters. The grant will be submitted by the grant writer Firehouse Grants in the amount of \$75,000.00. The grant requires a match in the amount of \$5,076.00 from BOFC monies, increasing the grant total amount to \$80,076.00. This is a reimbursement grant and the BOFC will have to pay for the purchase of the items and then seek reimbursement through the grant. The grant monies must first be appropriated in a BOFC budget before they can be expended in the following year. This means that the financial impact will not occur until FY 2025. Approval is also requested to pay Firehouse Grants \$2,999.00 to prepare and submit the grant application. Commissioner Hopkins moved resolutions authorizing submission of the grant and payment of the grant preparation fee. Commissioner Ruppert seconded the resolutions, and they were unanimously adopted.

FY24 Budget – Commissioner Morrison discussed the draft document noting changes from the present year. The annual capital appropriation will be increased by \$50,000.00 to a total of \$375,000.00 annually reflecting the increased cost of apparatus replacement. The funding for the contract with Rocky Hill be increased to \$12,000 annually. He asked that all members carefully review the document which will be presented for initial approval at the December meeting.

Mr. Perkins noted that he was unable to obtain the CNC 3 form indicating the amount of new tax ratables from the township. The individual charged with preparing the form has been out on leave.

OLD BUSINESS

AFG/FEMA Grant – Chief Verducci reported on the meeting with township officials and other grant recipients held on October 18th. He confirmed that Rocky Hill will be the lead agency and will make all purchases. The township may be in a position

to provide the 20% grant match from the state grant. If this is not possible the BOFC will be responsible for the matching funds. It is also possible that proceeds from the state grant can be used to purchase additional communications equipment. Additional information should be available next month.

ISO Evaluation – No follow-up has been received from ISO.

Tower Replacement – Chief Verducci reported that the cab is in fabrication and the apparatus is on schedule to be completed in late February or early March. The referendum seeking authority to increase the appropriation for the apparatus purchase is underway.

Brush Truck Replacement – Chief Verducci indicated that the chassis should be delivered to the firehouse in the coming week. He is working with East Coast. Outfitting options and equipment should be available for consideration by the Board in the next month. The current thinking is that the apparatus will be in service by the beginning of brush fire season.

Deputy Chief's Vehicle – A bank check will be given to Deputy Chief Rendell for transmittal to the vendor and providing proof to FEMA of the disbursement of funds.

Long-Term Financial Plan – Commissioners Hopkins provided an updated plan which includes the cost of replacing the SCBAs. The committee will meet again in six months to review and update the plan to reflect current conditions. It was noted that the plan is a working document and that purchases could be deferred or revised as conditions dictate.

FEMA – No action on the MUA.

Change of Election Date – No action at this time.

Firehouse Generator – The delayed delivery date for the generator remains January of 2024. The transfer switch is at the installer's facility. It is expected to be installed prior to the delivery of the generator.

2024 Capital Referendum - The polls closed at 9:00 p.m. The referendum passed with a vote of 12 persons in favor of the proposed expenditure and no persons voting against the proposal. The referendum will now be incorporated into the 2024 budget to be considered for adoption in February of next year.

Snow Removal Contract – Commissioner Ruppert moved a resolution approving a contract with Perone Landscaping Inc. for the removal of snow and ice treatment during the winter season 2023-2024. The cost of the contract is dependent on the amount of snowfall per storm and the number of snow events where snow removal

is required. Commissioner Hopkins seconded the resolution, and it was unanimously approved.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 9:15 p.m. The next regularly scheduled meeting will be held on December 14th, 2023. *Motion by Mozumdar, 2nd by Hogan. Motion passed without objection.*