

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

MINUTES OF NOVEMBER 10th, 2022

**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 Stephen Morrison, Andy Mozumdar, Michael Ruppert and Tony Sartorio. Commissioner Gerard Hogan was absent.

Also present: Deputy Chief Kyle Rendell, Engineer Justin Kabis and Attorney Eric Perkins.

**Approval of Minutes**

On the motion of Commissioner Sartorio, seconded by Commissioner Morrison, the minutes of the meeting of October 13th, 2022 were unanimously approved.

**Public Comment** – None

**Meetings**

Emergency Services – No meeting held.

Fire Prevention- No meeting held.

Rescue Task Force- No meeting held.

**Chief's Report**

Deputy Chief Rendall reported that there were 22 calls in the month of October. The Company conducted several drills, held a recruitment open house which yielded three prospective members, participated in numerous Fire Prevention Month activities including several at the local schools, the annual open house with Station 45, and ended the month with the Halloween Trunk or Treat celebration.

## **ENGINEER'S REPORT**

**T46-** F&SS has provided a quote in the amount of \$2,275.00 for the repair of the following items which were determined to be defective in the annual PM: right-side cab scene light, inoperable #4 discharge gauge; torn steering tie rod boots; replace engine oil cap; cracked engine exhaust flange at the turbo. A review determined that the rear brake pads are only 50% worn and do not need to be replaced at this time. The replacement of the rear spotlights with LED spotlights has been delayed as the parts have not been delivered. Work remains incomplete due to parts availability.

**E467-** Continue to await Four Lanes examination the deck gun auto-stow. The control circuit board for the light tower was found to be the likely cause of the stow issue. Repair is in process. The items requiring repair noted during the PM including the leaking DEF Doser, rear axle lubrication and the replacement of the rear body frame isolator were approved at last month's meeting and await scheduling by Four Lanes. Work remains incomplete due to parts availability.

**B46-** An update from the dealership indicates a further delay as the replacement engine will not be delivered to the dealership until December at the earliest.

**E468-** During the PM it was noted that the air dryer desiccant needs replacement. Awaiting a quote on that item and other PM repair items by Four Lanes.

**R46-** Replacement of the auto charger which was approved in September and replacement of the front seat belts and lubrication of the rear axle, approved in October await scheduling by Four Lanes. Additionally, the cab tilt relay/safety switch replacement approved in October is also pending Four Lanes scheduling. Anticipate scheduling of for the replacement of shock absorbers by Mercer Spring within the next two weeks. No action on replacement of the broken tripod light mount. The parking brake switch on the truck has failed. Work delayed due to parts availability.

**U46 -** There is an issue with the catalytic convertor. The apparatus will be taken to the dealership for warranty repair.

Milspray completed the annual undercoating of all apparatus (except the brush) and the boat trailer.

FP Van – Battery issues have not been resolved. It may be necessary to install a land line charger.

## **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 invoices received.

**Total Cost of Administration:** \$0.

**Cost of Operations:**

Apparatus Housing: \$16,000.00; General Operations: Medical \$125.00; General Operations: Repairs and Maintenance \$2,396.28; Operating Insurance: \$8,317.00; Utilities: \$576.87; Training/fire prevention: \$450.00.

**Total Cost of Operations \$27,865.25**

**Total Cost of Administration and Operations: \$27,865.25.**

**Resolution 2022-20 Payment of Bills**

*The Chief Financial Officer having certified there are sufficient unencumbered funds in the FY 22 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 \$27,865.25.*

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

The website has been updated to include the September minutes.

The auditor expects to complete the audit in time for consideration at the December meeting.

**Purchasing**

**Requisitions:**

No requisitions were submitted by the Chief or Engineer.

Deputy Chief Rendall requested approval to purchase 21 stream lights from the Fire Store in the approximate amount of \$1,715.55 using the monies from the State Supplemental Fire Service grant. Chair Sartorio made a motion to approve the purchase which was seconded by Commissioner Ruppert and approved on a unanimous vote of the BOFC.

Approval for the above requisitions was moved by Chairman Sartorio, second by Commissioner Ruppert and unanimously approved by a vote of the full BOFC.

## **NEW BUSINESS**

Recruitment Open House – The recruitment event was held on October 27<sup>th</sup>. Three possible new applicants were identified. The company leadership will follow up with the applicants.

## **OLD BUSINESS**

**Firehouse Generator** – The fire company approved the purchase of a new generator to replace the failed unit. The lead time for delivery will likely be more than a year. The BOFC agreed to maintain the payment for rental of the facilities at the current amount for the next three years to cover the cost of the acquisition of the replacement generator.

**FY23 Budget** – Chairman Sartorio conducted a line-by-line review of the latest draft. Revisions were noted and a new draft will be distributed to all board members for approval consideration at the December meeting. The CNC-3 form has been received from the tax assessor. New ratables in the district for the year total \$15,900,669. The increase in ratables will provide an increase in revenue of \$7,950.33 in FY23 at the current tax rate. It was noted that the audit should also be available for consideration at the December meeting. The audit must be approved by the BOFC prior to approving the budget.

**Annual Election Date** – No action pending a meeting to be scheduled between the chairs of BOFC District 1 and 2 after the first of the year.

**Membership Review** – President Kabis provided an updated membership roster which will be forwarded to the workers compensation insurance carrier.

**T46 Replacement:** Seagraves has still not provided the revised final specifications document. This may delay the delivery of the apparatus.

**N.J. American Rescue Plan Firefighter Grant:** The BOFC application was not selected in this year's round of funding.

**Deputy Chief Vehicle** – Montgomery Township has agreed to sell a surplus police vehicle to the BOFC for the amount of \$7,500. The monies to fund the acquisition will be taken from the Township fire prevention fine monies. Deputy Chief Rendall indicated that the vehicle should be able to be placed in service with minimal upgrades, hopefully in early December. Attempts to purchase a new vehicle will be put on hold until 2023.

**FEMA** – The MUA document is still pending.

**FY 23 Capital Projects** – Notice of the referendum was published in the Courier News, posted on the BOFC website and at five locations throughout the district. The referendum for the two capital projects ( brush truck replacement and radio upgrade) was conducted prior to the conclusion of the meeting. The referendum passed with 13 votes being cast in favor of the referendum and no votes being cast against it. Chairman Sartorio made a motion to certify the referendum results which was seconded by Commissioner Ruppert. The motion passed on a vote of 4-0.

**Banking** – Commissioner Mozumdar discussed options for increasing the interest earned on BOFC accounts. Given the delayed date of delivery for the T46 apparatus, the monies can be invested for at least year. One option is to invest in T-bills. Commissioner Mozumdar will investigate this option and report back to the BOFC next month. He made a motion to transfer the sum of \$325,000 to the capital account when the next installment of tax monies is received from the township. The motion was seconded by the Commissioner Ruppert and approved by a unanimous vote.

**Renewal of Contract with MTVFC#2** - Attorney Perkins was requested to prepare a one-year renewal document for consideration.

**Rocky Hill Contract** – The existing agreement expires on December 30<sup>th</sup>. A renewal agreement was discussed in April but was apparently never executed. The renewal document will be reviewed for re-consideration.

### **ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 9:10 p.m. The next regularly scheduled meeting will be held on December 8th, 2022. *Motion by Sartorio, 2<sup>nd</sup> by Mozumdar. Motion passed without objection.*