

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

MINUTES OF OCTOBER 12, 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 Gerry Hogan, Rich Hopkins, Stephen Morrison, Michael Ruppert and Andy Mozumdar.

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 Hogan, the minutes of the meeting of September 21st, 2023 were unanimously approved.

Public Comment - None

Meetings

Emergency Services – No meeting held.

Fire Prevention – No meeting held.

Rescue Task Force- No meeting held.

Rocky Hill Report - Chief Todd Harris provided information on Station 53 support for district calls in the first months of this year. He noted that Station 53 responded to 140 calls in District 2 during the 2022 calendar year. Station 53 has responded to 47 calls as of June 30, 2023. Response time and crew size have both improved in 2023. Daytime response has improved as there are now per diem firefighters on

every weekday shift. A new pumper apparatus is on order and should be delivered in January. Rocky Hill was compelled to replace their Swiftwater boat in September as repairs of storm damage to the prior boat were unsuccessful.

Chief Harris noted that the ISO rating for Rocky Hill was improved to level 4 from level 5 as a result of the recent ISO visit. The level would have been reduced to a level three but for concerns about the hydrant system in the borough.

The AFG grant was awarded by FEMA on August 11 and is now in process. The total award to all participating entities is \$816,214.00. The federal share is \$742,013. Each participating emergency services entity will be required to provide a match in the amount of 10% of the proceeds for that entity. Rocky Hill will be the grant administrator and will purchase all of the equipment. Firehouse Grants has been engaged to assist in the administration of the grant and each grant participant has provided \$600 to pay for this service. The grant monies will not be delivered until the equipment has actually been received. It is anticipated that delivery may not occur for at least a year. There was a discussion as to whether the State radio grant money could be used for the match. This issue will be explored at a meeting to be held with Montgomery Township officials on October 18th.

Chiefs Report

Chief Verducci reported that there were 32 calls in the month of September. The most significant call involved a mutual aid response to a structure fire in Monmouth Junction. The company conducted several drills during the month. Station 46 will host a Fire Prevention month event on Saturday October 21st.

The Chief noted a new DCA requirement that incident commanders now need Hazmat certification. He will notify impacted individuals.

Chief Verducci discussed the difficulty in obtaining vehicles for extrication drills. It was noted that the vehicles should be donated to the fire company, not the BOFC.

ENGINEER'S REPORT

Engineer Kabis earlier in the day. PMs are on-going on all major apparatus with the exception of T46 which is scheduled for November.

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

E107- Tire replacement quote will be provided at the November meeting.

R46- Four Lanes re-located the rear differential vent re-located and changed the oil.
E46-8 – Cabin HVAC filters replaced. Will become part of annual maintenance in the future.

Milspray application is scheduled for all apparatus in the last week of the month.

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:

Professional fees: \$600.00.

Total Cost of Administration: \$600.00.

Cost of Operations:

Apparatus Housing: \$16,000.00; EMS Equipment: \$4,000.00; Gen. Operations: \$995.90; General Operations: Repairs and Maintenance: \$3,583.70; Adjacent Municipal Services: \$5,000.00; Utilities: \$459.00.

Total Cost of Operations: \$30,639.05.

Capital Expenditures: \$37,328.57 (Deputy Chief vehicle)

Total Cost of Administration, Operations and Capital: \$68,567.62.

Resolution 2023-19 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 **\$68,567.62.***

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 and that he has not made the annual transfer to the capital account.

Purchasing

Requisitions: Included in the Chief's report.

Mr. Newberry will check up on the status of the stream lights that were ordered through last year's SFSF grant.

Mr. Newberry has spoken with auditor who expects to have the 2022 audit in early December.

NEW BUSINESS

Grants – See discussion with Chief Harris above.

FY24 Budget – Commissioner Morrison reported that he has obtained the computer documentation from former Commissioner Sartorio and is ready to begin preparing the budget spreadsheets in preparation for the FY 24 budget. He will meet with the line officers and present a draft document at the November meeting.

OLD BUSINESS

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

Tower Replacement – Chief Verducci noted that he had distributed the most recent correspondence from Seagraves to all members of the BOFC. After a broad discussion on the subject, it was agreed that the BOFC would request public approval of an increase in the purchase referendum amount on November 9th. The referendum will be in the amount of \$250,000 representing the material cost increase and including a small cushion for unanticipated increases during construction.

Brush Truck Replacement – Mr. Newberry reported that he had issued a purchase order to the vendor. Chief Verducci indicated that delivery of the chassis to the firehouse is anticipated during the coming weeks. The Chief and line officers continue to review outfitting options and equipment. Mr. Newberry noted that the anticipated amount of the outfitting cost will require a quotation from at least two vendors.

Deputy Chief Vehicle – Deputy Chief Rendell reported that the vehicle has been placed in service. The dealer will repair minor items during the coming weeks. He noted that he needs to be able to present proof of payment to FEMA by the end of the month. Commissioner Ruppert moved the addition of payment for the vehicle as part of the September bills in the amount of \$37,328.88. Commissioner Morrison seconded the motion which was approved by a unanimous vote. A copy of the payment check will be provided to the Deputy Chief so that he can complete the documentation with FEMA.

Long-Term Financial Plan – Commissioners Hopkins and Hogan led a discussion about the draft plan. Chief Verducci will provide an estimate of the cost of replacing the SCBAs which will be incorporated into the plan. The committee will meet again

and provide a revised plan at the November meeting. It was agreed that the plan will be reviewed twice annually going forward to revise for unanticipated expenditures and to reflect updated replacement values for anticipated purchases.

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.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 9:40 p.m. The next regularly scheduled meeting will be held on November 9th, 2023. *Motion by Mozumdar, 2nd by Hogan. Motion passed without objection.*