

**MEETING MINUTES
BOARD OF FIRE COMMISSIONERS
HOPEWELL BOROUGH DISTRICT NO. 1**

September 26, 2012

PRESENT: Cmsr. Anderson
Cmsr. Bovenizer
Cmsr. Evans
Chair Morehouse
ABSENT: Cmsr. Reichman

The rescheduled meeting of the Board was called to order by Chairman Morehouse at 7:30 pm. Proof of publication under the Open Public Meetings Law (Annual Meeting Notice and Rescheduled Meeting Notice published in the official newspapers of the district, posted at the Hopewell Borough Municipal Building and the Board offices) was provided.

Minutes: (August 8, 2012)

On a motion made by Cmsr. Evans and seconded by Cmsr. Bovenizer, the minutes of August 8, 2012 were approved as presented.

Public Comment: None

Treasurer's Report:

A copy of the treasurer's report was made available to each commissioner with a list and description of the bills to be paid. The Chief Financial Officer certified that there were sufficient unencumbered funds to pay the bills and designated the account to which each would be charged.

1. Bills were submitted in the amount of \$28,514.59, including \$3165.00 for renewal of a vehicle maintenance contract from Four Lanes Fire Apparatus Service, pursuant to the lowest of quotes received. Inasmuch as the renewal period does not coincide with the board's fiscal year, the vendor will be asked to prorate its services to the end of 2012 and new quotes will be secured for calendar year 2013. The vendor's bill will not be paid this evening; therefore, the bills total \$25,349.59. Workers' Compension and Commercial Package insurance represented significant expenses this month.
2. Deposits totaling \$86,295.16 were made (\$42,806.00 3rd quarter tax payment from Hopewell Borough; \$4829.16 Special Services Vehicle and \$39,200.00 Quint payments from Hopewell Township FD1).

On a motion made by Cmsr. Bovenizer and seconded by Cmsr. Anderson, the treasurer's report was accepted and the bills proposed for payment. Payment of the bills passed unanimously on a roll call vote.

Fire Department Administration:

The borough has secured financing approval to address the oil tank leak, which will require installation of a remediation well before the property transfer can close. If all goes well, closing may occur within a few months. The fire company is paying all utility bills for the property.

Ladies' Auxiliary: No report.

EMU Report:

1. 22 calls in August – 8 in the borough, 11 in the township, 3 other. 1 scratch call (weekend).
2. A new sign-up system is in place that appears to be significantly reducing weekday scratch calls.
3. CPR training took place earlier this month; 2 members are currently in EMT class.

4. Chief Rose Novak will not be running for office next year.

Fire Chief Report:

1. 21 calls in August – 6 in the borough, 11 in the township, 3 in Pennington Borough, and 1 other.
2. The Quint has been out for about 6 weeks for repair/repainting. It is expected back next week.
3. The township board rescinded its previous award for SCBA and rejected all bids received. The SCBA will be rebid, returnable on October 16, 2012. If necessary, the manufacturer (MSA) is willing to loan the fire company air bottles until new bottles can be secured.
4. The water study was presented to the township committee. The committee will determine what improvements and/or repairs will be made to the infrastructure of the water distribution system and to improve water access throughout the township.
5. The pre-build conference for the tanker was held a few weeks ago. Estimated delivery is January, 2013.
6. As of September 1st all EMS pagers were reprogrammed so no audible sirens will sound for EMS calls from 10 pm to 6 am unless there is no timely response (7 min). Research continues on reducing or eliminating the audible alarm for nighttime fire calls, the cost of which is significantly higher and would entail replacing siren controllers, timers, etc. Private financing is an alternative under consideration.
7. The Knox boxes currently in two trucks are outdated. The cost to replace is about \$750 per truck.

Fire Official Report: On file.

Attorney Report: None.

Committee Reports: None.

Other Business:

SCBA: As a result of the lead agency rescinding its prior award and rebidding the SCBA on behalf of the cooperative pricing participants, next month this board's Resolution 2012-020 will be rescinded and a new Resolution proposed for the purchase of SCBA.

FEMA AFG Communications Grant: The lead agency has placed the order for radios. Our financial commitment pursuant to the grant has been fulfilled but we will have to pay for chargers. All radios purchased through the grant will be programmed (county-wide) on some of the same channels – other channels will be left open.

Tanker: Cmsr. Evans reported that he solicited competitive quotes as requested by the LFB and was unable to locate a rate lower than Hopewell Valley Community Bank's 3.5% to finance the truck. Due diligence having been completed and the conditions placed by the Local Finance Board on its approval of financing having been satisfied, on a motion by Cmsr. Anderson and seconded by Cmsr. Bovenizer, Resolution 2012-022 was proposed. The board approved **Resolution 2012-22** authorizing notification to Sutphen, Inc. that the financing contingency contained in the contract for the manufacture of the tanker has been satisfactorily resolved and can be removed.

New Construction Sprinklers: On a motion by Cmsr. Bovenizer and seconded by Cmsr. Morehouse, the board decided to table action on a Resolution supporting an amendment to the New Jersey Uniform Construction Code to require the installation of fire sprinkler systems in all newly constructed one and two family dwellings in New Jersey.

Adjournment: There being no further business to come before the board, on a motion by Cmsr. Bovenizer and seconded by Cmsr. Morehouse, the meeting adjourned at 9:20 pm.

Hopewell Borough Bd. of Fire Cmsrs.
Bills by Vendor 2012 Budget
October 10, 2012

Date	Name	Memo	Account	Amount
BIO SHINE				
10/10/2012	BIO SHINE	Towels & cleaner	UTILITIES	108.58
Total BIO SHINE				108.58
BREATHE SAFE				
10/10/2012	BREATHE SAFE	Gas detector calibration	EQUIPMENT MAINT...	65.00
Total BREATHE SAFE				65.00
COMMUNITY SAFETY CONSULTANTS				
10/10/2012	COMMUNITY SAFETY CON...	Geriatric emergencies	TRAINING	200.00
Total COMMUNITY SAFETY CONSULTANTS				200.00
DITSCHMAN FLEMINGTON FORD				
10/10/2012	DITSCHMAN FLEMINGTON ...	Rotors/brake shoe kit Ford Expo.	FIRE VEHICLE MAI...	199.94
Total DITSCHMAN FLEMINGTON FORD				199.94
DOCUSAFE RECORDS MANAGEMENT				
10/10/2012	DOCUSAFE RECORDS MA...	Records storage to 10/31/12	RECORDS MAINTEN...	50.00
Total DOCUSAFE RECORDS MANAGEMENT				50.00
FYR-FYTER SALES & SERVICE				
10/10/2012	FYR-FYTER SALES & SERV...	EDDY & hydrostatic testing	EMU BUDGET	533.61
Total FYR-FYTER SALES & SERVICE				533.61
HOPEWELL AUTO PARTS				
10/10/2012	HOPEWELL AUTO PARTS	Breakers/fittings	FIRE VEHICLE MAI...	12.39
Total HOPEWELL AUTO PARTS				12.39
HOPEWELL FIRE DEPT. ADMIN.				
10/10/2012	HOPEWELL FIRE DEPT. AD...	Pager repairs	RADIO REPAIR	234.00
10/10/2012	HOPEWELL FIRE DEPT. AD...	CPR cards	COMMUNITY SERVI...	19.00
10/10/2012	HOPEWELL FIRE DEPT. AD...	CPR Pro cards	TRAINING	95.00
10/10/2012	HOPEWELL FIRE DEPT. AD...	Cell phone paging software	FD BUDGET	229.99
10/10/2012	HOPEWELL FIRE DEPT. AD...	Gold cross subscriptions	TRAINING	64.00
Total HOPEWELL FIRE DEPT. ADMIN.				641.99
JW KENNEDY, INC.				
10/10/2012	JW KENNEDY, INC.	Oxygen and rentals	EMU BUDGET	163.95
10/10/2012	JW KENNEDY, INC.	Oxygen and rentals	EMU BUDGET	119.45
Total JW KENNEDY, INC.				283.40
KNOX COMPANY				
10/10/2012	KNOX COMPANY	Knox box decoder	FIRE VEHICLE MAI...	751.00
Total KNOX COMPANY				751.00
PRINCETON PACKET, INC				
10/10/2012	PRINCETON PACKET, INC	Legal ad- rescheduled meeting	ADVERTISING	29.26
Total PRINCETON PACKET, INC				29.26
SELECTIVE INSURANCE COMPANY OF AMERICA				
10/10/2012	SELECTIVE INSURANCE C...	Bond insurance	INSURANCE	420.00
Total SELECTIVE INSURANCE COMPANY OF AMERICA				420.00
SMITH, DEBORAH L.				
10/10/2012	SMITH, DEBORAH L.	Clerical/bookkeeping to 10/09/12	CLERK	640.00
Total SMITH, DEBORAH L.				640.00
THE TIMES				
10/10/2012	THE TIMES	Legal ad- Rescheduled meeting	ADVERTISING	14.50
Total THE TIMES				14.50
VALLEY OIL COMPANY				
10/10/2012	VALLEY OIL COMPANY		VEHICLE FUEL	0.00
10/10/2012	VALLEY OIL COMPANY	fuel purchases- Sept	VEHICLE FUEL	1,441.92
Total VALLEY OIL COMPANY				1,441.92
VERIZON WIRELESS				
10/10/2012	VERIZON WIRELESS	Broadband svc- Emer. veh. 8/24 to 9/23	TELEPHONES	80.06

Hopewell Borough Bd. of Fire Cmsrs.
Bills by Vendor 2012 Budget
October 10, 2012

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
Total VERIZON WIRELESS				80.06
VIKING				
10/10/2012	VIKING	Pest control svcs Sept/Oct	UTILITIES	176.00
Total VIKING				176.00
WASTE MANAGEMENT OF NJ				
10/10/2012	WASTE MANAGEMENT OF ...	Container svc- Oct/fuel charges	JANITORIAL/WAST...	398.91
Total WASTE MANAGEMENT OF NJ				398.91
WATCHUNG SPRING WATER CO. INC.				
10/10/2012	WATCHUNG SPRING WAT...	Cooler rentals & water 9/18-10/3	FD BUDGET	121.37
Total WATCHUNG SPRING WATER CO. INC.				121.37
TOTAL				<u>6,167.93</u>

HOPEWELL BOROUGH FIRE DISTRICT NO. 1
RESOLUTION RESCINDING RESOLUTION 2012-020 AND
RE-AUTHORIZING PURCHASE OF SELF-CONTAINED BREATHING
APPARATUS PURSUANT TO COOPERATIVE PRICING AGREEMENT

RESOLUTION NUMBER 2012 - 022 023

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, Hopewell Borough Fire District No. 1, by Resolution of the Board dated March 14, 2012, entered into the *Hopewell Valley Fire Districts Cooperative Pricing Agreement* (Identifier 209HVFDCPS) for the provision of goods and services, with Hopewell Township Fire District No. 1 being the lead agency thereof, which agreement was approved by the Division of Local Government Services of the State of New Jersey; and

WHEREAS, the lead agency solicited public bids, opened on July 12, 2012, for the purchase of Self Contained Breathing Apparatus (SCBA) and accessories by Cooperative Pricing Agreement participants, and on July 26, 2012, awarded a Cooperative Pricing Contract to Breathe Safe Fire & Safety Equipment Co. for the purchase of MSA SCBA, and

WHEREAS, at its meeting on August 8, 2012, Hopewell Borough Fire District No. 1 approved Resolution 2012-20 authorizing the purchase of MSA SCBA pursuant to the contract awarded by the lead agency on July 26, 2012; and

WHEREAS, on September 20, 2012, the lead agency rescinded the Cooperative Pricing Contract awarded on July 26, 2012 to Breathe Safe Fire & Safety and has solicited new bids for the purchase, which bids will be opened on October 16, 2012; and

WHEREAS, the purchase of SCBA was approved by voters of Hopewell Borough Fire District No. 1 in the fire district's 2012 budget referendum in an amount not to exceed \$155,000.00, and the financing of a portion of the purchase price not to exceed \$130,000.00 was approved by the Local Finance Board of the State of New Jersey on or about March 14, 2012; and

WHEREAS, the Chief Financial Officer of the fire district has certified there are sufficient funds designated and available to make a down payment of up to \$40,000.00 toward the purchase of SCBA.

NOW, THEREFORE BE IT RESOLVED as follows:

Hopewell Borough Fire District No. 1
Resolution 2012-022 823

1. Resolution 2012-020 of Hopewell Borough Fire District No. 1, passed July 11, 2012, authorizing the purchase of SCBA pursuant to a Cooperative Pricing Contract awarded on July 26, 2012 by the lead agency of the *Hopewell Valley Fire Districts Cooperative Pricing Agreement* (Identifier 209HVFDCPS), is hereby rescinded.

2. The purchase of SCBA and accessories in an amount not to exceed \$155,000.00 is hereby authorized from the vendor to whom Hopewell Township Fire District No. 1, as lead agency of the *Hopewell Valley Fire Districts Cooperative Pricing Agreement* (Identifier 209HVFDCPS), awards a Cooperative Pricing Contract pursuant to public bids to be received and opened on October 16, 2012; and

3. A downpayment of up to \$40,000.00 to the vendor to whom the contract is awarded is authorized, and

4. The Chairman and Treasurer are authorized to secure financing for the balance of the purchase price, in accordance with the State of New Jersey Local Finance Board approval, in an amount not to exceed \$130,000.00, and to execute documents necessary to do so.

Roll Call Vote: Yes No Absent Abstain

Chairperson Morehouse
Commissioner Bovenizer
Commissioner Reichman
Commissioner Evans
Commissioner Anderson

Resolution passed to

Certified to be a Resolution duly adopted
by the Board at a regular meeting held October 10, 2012.

Clerk of the Board