

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

December 12, 2012

PRESENT: Cmsr. Anderson
Cmsr. Bovenizer
Cmsr. Evans
Chair Morehouse
Cmsr. Myers

The scheduled meeting of the Board was called to order by Chairman Morehouse at 7:50 pm. Proof of publication under the Open Public Meetings Law (Annual Meeting Notice published in the official newspapers of the district, posted at the Hopewell Borough Municipal Building and the Board offices) was provided.

Appointment of Board Secretary:

On a motion by Cmsr. Bovenizer and seconded by Cmsr. Myers, Cmsr. Anderson was proposed to assume the office of Board Secretary. With unanimous approval, Cmsr. Anderson was appointed to the position.

Minutes: (November 14, 2012)

On a motion made by Cmsr. Anderson and seconded by Cmsr. Myers, the minutes of November 14, 2012 were approved as presented. (Cmsr. Bovenizer did not vote on the motion)

2013 Budget :

The township board recently held a meeting during which it requested this board's proposed budget be reduced by \$12,000.00 due to the township board's diminishing fund balances. A lengthy discussion of this board's obligation to appropriately manage and fund the provision of services to the taxpayers took place. There was a consensus that to the best of its ability the board has minimized costs and that the board's proposed budget is not only reasonable and effective, but is also a financially responsible representation of the costs associated with operating the fire district. Further, the proposed budget already reflects a \$16,000.00 reduction in the township's contribution from last year. On a motion by Cmsr. Anderson and seconded by Cmsr. Bovenizer, Resolution 2012-027 was proposed. The board adopted Resolution 2012-027 approving its 2013 Fire District Budget with revenues of \$496,534.00, which includes an amount to be raised by taxation of \$172,459.00, and total appropriations of \$496,534.00, and setting the date for the public hearing on the budget as January 9, 2013.

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 \$65,949.56. Significant expenditures were for fire administration and the district's portion of career personnel expenses. The quarterly LOSAP transfer was made (\$11,400).

2. Tax deposits were made of \$47,381.25 for Hopewell Township 3rd quarter and \$53,507.50 for Hopewell Borough 4th quarter.

On a motion made by Cmsr. Bovenizer and seconded by Cmsr. Myers, the treasurer's report was accepted and the bills proposed for payment, with payment to the township for career personnel being held until the amount is confirmed (it will be no more than approved). Payment of the bills passed unanimously on a roll call vote.

Cmsr. Evans and Cmsr. Morehouse will execute previously authorized loan documents for the SCBA, which will be delivered this week, at Hopewell Valley Community Bank. The loan amount will be \$60,289.00, payable over 10 years.

Fire Department Administration:

1. A very large pine tree was donated to the fire department and planted in front of the building. It will serve as the 'village tree' and was lit with holiday lights last week.
2. Officers were elected – Kristine Toth was reelected President.

Ladies' Auxiliary:

1. Officers were elected.
2. The group is gathering gifts for a retired firefighter at Boonton Hall.
3. The Paper Chef Party was cancelled in the aftermath of the hurricane. The Auxiliary is selling "Remember the Military" lawn signs (\$20) with proceeds going to the Calvary Baptist Church for its program that sends packages to servicemen overseas. Cmsr. Morehouse suggested they contact Boro Hall to see if they can help with the undertaking.
4. The group's holiday party was a success.

EMU Report:

1. 29 calls in November – 9 in the borough, 13 in the township, 7 other. No scratch calls.
2. Officers were elected – Heather Varrasse is the new chief. The board thanked Rose Novak for her years in office.
3. The blood borne pathogen class was held.
4. The township fire commissioners are developing a committee to meet early next year to look into charging for EMU ambulance services as a revenue source. If initiated it would only be a township policy; the boroughs would have to decide individually whether they would adopt a similar program.

Fire Chief Report:

1. 44 calls in November – 4 in the borough, 26 in the township, 10 in Pennington Borough, and 4 other.
2. Officers were elected – Joe Novak was reelected as chief.
3. The SCBA is expected in very soon and will be put in service as soon as possible. Supplemental training will be held in January.
4. The tanker chassis should be in shortly at Sutphen and the tank has been ordered. The truck is still on schedule for a late January delivery and hopefully can be in service in February. To date, the township has expressed no interest in purchasing the old tanker.
5. The radios purchased through the FEMA grant are almost fully installed.
6. Tires on the chief's vehicle were replaced and the scene lights and push bar installed.
7. An air leak on the tanker and the alternator on the utility truck (warranty issue) are being fixed.
8. The Quint is back in service – minor issues are being resolved with the manufacturer.
9. One member needs gear – available on NJ State Contract and within the budget. The cost should be around \$2500.00.

Fire Official Report: On file.

Attorney Report:

The annual election and budget referendum will be held February 16, 2013 between 2 and 9 pm. There are two seats open on the board; one for a three-year term (seat presently held by Schuyler Morehouse) and another for a one-year term (seat presently filled by Melvin Myers). Petitions to run for either seat are available from the board clerk or by calling (609) 575-4893. The closing date for filing completed petitions with the board clerk is January 18, 2013 at 5 p.m.

Committee Reports: None.

Commissioner Bovenizer left the meeting.

Other Business:

Transfer of Line Item Funds in 2012 Budget – On a motion by Cmsr. Myers and seconded by Cmsr. Anderson, Resolution 2012-024 (tabled last month) was proposed. The board approved **Resolution 2012-024** authorizing the transfer of funds between line items in the 2012 budget as authorized by law.

Adjournment: There being no further business to come before the board, on a motion by Cmsr. Morehouse and seconded by Cmsr. Evans, the meeting adjourned at 10:00 pm. The next regularly scheduled meeting of the board will be held on January 9, 2013.