

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

April 10, 2013

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

Call to Order: The scheduled meeting of the board was called to order by Commissioner Morehouse at 7:30 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.

Minutes :(March 13, 2013)

On a motion by Cmsr. Myers and seconded by Cmsr. Bovenizer the minutes of the March 13, 2013 meeting were approved as presented.

Public Comment: None.

Treasurers 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 in the 2013 budget to pay the bills and designated the account to which each would be charged.

Bills were submitted to be paid from the 2013 budget in the amount of \$24,621.15. The most significant expenditures were for insurance, utilities and the MSA holders/brackets. Reimbursement to the fire department for hooks and hardware (\$26.36) should be reclassified as janitorial, instead of building maintenance. Not included in the list of bills was \$27,023.03 to Lincoln Financial for this board's share of the 2012 LOSAP contribution (which amount includes a proposed 2.2% CPI adjustment).

On a motion by Cmsr. Morehouse and seconded by Cmsr. Anderson, Resolution 13-15 was proposed. The board adopted **Resolution 13-15** authorizing a 2.2% periodic CPI adjustment to the 2012 Length of Service Awards Program (LOSAP) awards and authorizing payment to the plan provider.

On a motion by Cmsr. Bovenizer and seconded by Cmsr. Anderson, the foregoing bills including payment to the LOSAP provider (Lincoln Financial) were presented for payment. Payment was approved on a roll call vote, but payment to Lincoln Financial shall not be released until April 15th, and should any member make an objection to the posted list of contributions prior to April 15th, payment to the provider shall still be made but in an amount reduced by the posted contributions to which objection is taken.

Board members agreed with Chairman Morehouse's recommendation that from now on the end-of-year emergency services LOSAP lists be presented and certified to the board at its February meeting so there is ample time to satisfy the posting requirements and have final numbers for payment in April.

Fire Department Administration:

1. The large oak tree in front of the building will be removed soon, as it is not healthy and poses a hazard to the public and to the building. It will be replaced with a new tree(s).
2. Air conditioning will soon be installed in the training room upstairs. Other necessary improvements include window replacement, bathrooms, electrical repairs and perimeter lighting. Replacing the box gutters on the building and resurfacing the driveway will wait until there are funds to proceed with these projects. Research into fundraising opportunities and possible donors to help defray costs is underway.

Ladies' Auxiliary: No report

EMU Report:

1. 27 calls in March: 20 Township, 5 Borough, 2 other. No scratched calls.
2. CPR Certification Update – About 30 members recertified in March. The community CPR program will begin in May.
3. Operation Head-On – Members will work with this group to help present an accident awareness program for high school students to take place around prom time.
4. Mutual Aid – Traditionally the Mercer County Freeholders have provided the EMU with a monetary grant to help with mutual aid costs. Funds may be forthcoming again this year.

Fire Chief Report:

1. 18 calls in March: 10 Township, 1 Borough, 3 Pennington Borough and 4 other.
2. SCBA brackets - The vendor was able to adapt the SCBA brackets in the older trucks to accommodate the new bottles, so only the Quint needed new brackets. The cost was appreciably less than anticipated.
3. Tanker - The new tanker was delivered and has been registered and insured. Minor issues will be fixed by the manufacturer when it takes the apparatus for the Harrisburg Fire Expo in mid-May. The old tanker will stay in service until the new one is returned and all problems have been addressed.
4. Garage Doors - Routine preventive maintenance was done – new vinyl stripping was installed.
5. A firefighter sustained injury to his finger. Cmsr. Evans has attempted to report the incident to Nottingham. Cmsr. Myers will follow-up.

Fire Official Report: On file

Committee Reports:

Insurance: As of January 1, 2014, Selective Insurance has announced it will no longer be underwriting workers' comp policies in New Jersey. A Nottingham Insurance representative will meet with the board this fall to present an insurance overview and discuss workers' comp alternatives. Perhaps the cooperative pricing mechanism can be used to purchase insurance valley-wide; Cmsr. Myers will initiate discussions toward the goal of bringing co-op members together to work toward standardizing policies to make this feasible.

Attorney Report:

Local government officials' annual financial disclosure forms will be filed electronically beginning this year. The deadline for filing (April 30th) has been extended, and further information will be coming from DCA or Hopewell Borough on procedure.

Other Business:

Joint Fire District Meeting: Chair Morehouse announced the agenda of the next valley-wide meeting is to discuss long-range regional equipment needs. It is tentatively scheduled to take place in May.

Adjournment:

There being no further business to come before the board, on a motion by Cmsr. Evans and seconded by Cmsr. Evans, the meeting adjourned at 8:40 pm. The next regularly scheduled meeting of the board will be held on May 8, 2013.