

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

May 8, 2013

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

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 :(April 10, 2013)

On a motion by Cmsr. Anderson and seconded by Cmsr. Myers the minutes of the April 10, 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 encumbered funds from the 2012 budget and 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 \$ 35,417.35. The most significant expenditures were for insurance (\$15,066.00) and turn-out gear (\$11,571.60). Bills submitted to be paid from 2012 encumbered funds were \$1,514.65.

On a motion by Cmsr. Anderson and seconded by Cmsr. Myers, the foregoing bills were presented for payment. Payment was approved on a roll call vote.

The first quarter '13 tax payment from Hopewell Township in the amount of \$42,401.00 was received and deposited.

Fire Department Administration:

1. The attic is being cleaned out. There are a number of old records up there. Attorney Griswold will provide the relevant records retention and disposal rules to fire company officials.

Ladies' Auxiliary:

1. The Mother's Day flower sale will begin tomorrow.
2. The auxiliary will provide food at the Memorial Day Parade.
3. A new blanket highlighting local landmarks has been designed and will go on sale in early June.
4. The State Auxiliary meeting will be held in West Trenton on May 15th; the last meeting of the auxiliary before summer break will be June 6th.

EMU Report:

1. 24 calls in April: 13 Township, 5 Borough, 1 Pennington Borough; 5 other. No scratched calls.
2. There was a potential Mass Casualty Incident during the month involving a school bus with children on board and a truck. Fortunately there were no injuries that required transport.
3. There will be a joint fire drill with Titusville this month at the Dempster Fire Center. There will also be prescription medication training later in the month.
4. The state may not continue to fund medical charts costs as of 2015. If so, it will cost about \$500 annually to manage.
5. Cmsr. Myers attended the NJ State 1st Aid Council mid-year convention at which Governor Christie indicated he does not intend to sign a bill proposing to redesign EMS statewide and that he it appears he will support continued government funding for many EMS expenses. The proposed bill, if passed, would result in new unfunded costs to volunteer squads.

Fire Chief Report:

1. 24 calls in April: 14 Township, 4 Borough, 1 Pennington Borough and 5 other. The fire department assisted in the school bus/truck accident. A motor vehicle incident on Stouts Lane required extrication.
2. A new township-wide dispatch protocol provides that for any rescue call a second rescue vehicle also will be dispatched from another station. This protocol arose from recommendations from the regional emergency services meetings.
3. Tanker - The new tanker is back at the manufacturer's to address an issue with the main support rubbing on the tires and other punch list items. The vehicle will go to the Harrisburg Fire Expo for four days in mid-May and will be put in full service upon its return.
4. SCBA Brackets – fully installed and operational in all apparatus.
5. Quint - There is an alternator problem that will cost roughly \$800 to fix. On a motion by Cmsr. Evans and seconded by Cmsr. Anderson, approval to repair the Quint alternator in an amount not to exceed \$1000 was proposed. The motion passed without objection.
6. Utility Vehicle - The engine failed and all recommendations indicate engine replacement at a cost estimated to be between \$11-13,000.00. For now the EMU is loaning the fire department a vehicle to use when necessary. Research into repair or replacement options will be done.

Fire Official Report: On file

Committee Reports:

Insurance: The tanker has been added to the policy. When Selective Insurance ceases to voluntarily underwrite workers' comp policies in the state as of January 1, 2014, the fire district will be assigned a carrier. Cmsr. Myers is looking into options. He is also researching the premiums the district is now paying for coverage.

Attorney Report:

Local government officials' annual financial disclosure forms and instructions are now available on-line. The deadline for filing has been extended to May 31st.

Other Business:

Joint Fire District Meeting: The next valley-wide meeting is scheduled for May 23rd. Cmsr. Bovenizer will attend. Attorney Griswold advertise public notice.

Adjournment:

There being no further business to come before the board, on a motion by Cmsr. Morehouse and seconded by Cmsr. Anderson, the meeting adjourned at 8:40 pm. The next regularly scheduled meeting of the board will be held on June 12, 2013.