

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

JANUARY 10, 2018

PRESENT: Cmsr. Morehouse

Cmsr. Davies

Cmsr. Evans

Cmsr. Myers

ABSENT: Cmsr. Bovenizer

Call to Order: The scheduled meeting of the Board of Fire Commissioners was called to order at 7:30pm by Commissioner Morehouse following proof of compliance with the Open Public Meetings Act. Notice of the meeting was given through the Annual Meeting Notice and was filed with the municipal clerk, posted at the municipal building, the board's office, the fire district website, and advertised in the official newspapers of the district as required by law.

Public Hearing 2018 Budget

Motioned by Commissioner Myers and seconded by Commissioner Davies to open the public hearing for the 2018 budget.

There was no public comment or questions regarding the 2018 budget.

Motioned by Commissioner Evans and seconded by Commissioner Myers to close the public hearing for the 2018 budget.

Minutes:

The following comments were amended to the meeting of December 13, 2017. Quotes were solicited for the Quint repair to determine if open public bidding was necessary. One quote came in under the bid threshold. The CFO certified there were sufficient unencumbered funds in the 2017 budget to pay for the repair as quoted. The board determined it was in the best interests of public safety to proceed with this vendor at this time, as the Quint is a very important component of the firefighting fleet and its condition verged on urgent. Board consensus was that it was essential to have the issue fixed and the apparatus back in service as quickly as possible.

On a motion by Commissioner Myers and seconded by Commissioner Davies the December 13, 2017 minutes were approved as amended with one absence.

Resolution 18-11

It was decided to pass a resolution ratifying the previous approval for repairs for the swivel apparatus for Quint 52. The resolution calls for the additional emergent repairs that were discovered and repaired in the hands of the qualified mechanics working on the Quint which occurred between December 13 and December 31st.

Motioned by Commissioner Evans and seconded by Commissioner Myers to approve the resolution with one absence.

Public Comment: There was no public comment.

Treasurer's Report: 18-01

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 previously certified that there were sufficient encumbered funds in the 2017 budget and the 2018 temporary budget to pay the bills and designated the account to which each would be charged.

1. Bills were submitted to be paid from the 2017 budget of \$28,340.45 and the 2018 temporary budget of \$21,595.62 for a total of \$49,936.07. Motioned by Commissioner Myers and seconded by Commissioner Davies to pay the bills as submitted with a roll call vote.
2. The list of encumbrances from the 2017 budget and the 2018 temporary budget was given to the Board for review.

Resolution 18-02 through 18-06 and 18-08

Motioned by Commissioner Evans and seconded by Commissioner Myers to approve resolutions 18-02 through 18-06 and 18-08 all at one time. Motion passed with one absence.

Resolution 18-02 was a resolution designating depositories of funds and a cash management plan. Resolution 18-03 was a resolution appointing an attorney for 2018. Resolution 18-04 was a resolution appointing a Clerk/Bookkeeper for 2018. Resolution 18-05 was a resolution appointing an Accountant/Auditor for 2018. Resolution 18-06 was a resolution appointing official newspapers for 2018. Resolution 18-08 was a resolution appointing an insurance agency for 2018.

Resolution 18-07

On a motion by Commissioner Davies and seconded by Commissioner Evans the 2018 budget was adopted. Motion passed with one absence.

Resolution 18-09

On a motion by Commissioner Evans and seconded by Commissioner Myers a resolution approving the 2018 temporary budget was passed. Motion passed with one absence.

Resolution 18-10

On a motion by Commissioner Myers and seconded by Commissioner Evans a resolution authorizing insurance premium installment payment between meetings. Motion passed with one absence.

Hopewell Fire Department Administration:

The Commissioners are going to write a letter to the Administration asking for the list of qualified LOSAP members to be submitted by February 14th 2018, so the budget from 2017 can be closed out earlier than in the past.

Ladies Auxiliary-

There was no one present to give a report.

EMU Chief Report:--There were 31 calls for the month of December with a total of 323 calls for 2017. Michael Brown is the EMU Chief for 2018. Two members are enrolled in the EMT class in Somerset and 2 members became EMT's following the EMT class in Pennington.

Fire Chief Report:—There were 23 calls for the month of December with a 2017 call total of 248 calls. There were not as many calls in 2017 as previous years but the calls were more serious. The Quint will be returning from being repaired the day after this meeting. The Rescue Truck committee will be going to Minnesota to Rosenbauer to do a mid-build inspection. The fire department operated at a big MVA the previous day and assisted Pennington Fire Company at a fatal fire. A member's son who was critically ill is now back home and recovering.

Fire Official Report: On file and a copy was provided to the Commissioners.

Committee Reports

An insurance check was received for damages done to the Command vehicle.

LOSAP Commissioner Davies is working with the Fire Department for 2017 LOSAP.

A request was received for a partial withdraw from the LOSAP program. The request met the requirements and was approved by Commissioner Davies.

Adjournment: There being no further business to come before the board, on a motion by Cmsr. Evans and seconded by Cmsr. Davies and approved the meeting adjourned at 8:50. The next regularly scheduled meeting of the board will be held on February 14, 2018.

