

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

**November 13, 2019**

**PRESENT:** Cmsr. Morehouse

Cmsr. Davies

Cmsr. Myers

**ABSENT:** Cmsr. Bovenizer

Csmr. Evans

**Call to Order:** The scheduled meeting of the Board of Fire Commissioners was called to order at 7:31 pm 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.

**Minutes:**

Motioned by Commissioner Myers and seconded by Commissioner Davies to approve the meeting minutes from the October 9, 2019 meeting as amended. Motion approved with two absences.

**Public Comment:** No public comment.

**Treasurer's Report: 19-31**

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 in the 2018 budget and the 2019 budget to pay the bills and designated the account to which each would be charged.

1. Bills were submitted to be paid from the 2018 budget in the amount of \$6,233.66 and the 2019 budget in the amount of \$23,713.91 for a total of \$29,947.57.

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 2018 budget and 2019 budget was given to the Board for review.

**Hopewell Fire Department Administration:**

The annual tree lighting and holiday party will take place on December 7, 2019. Operation Santa drop off will be on December 8, 9, 10 and delivery will be December 15, 16, 17. The Maltese Cross was mounted on the building. The squad roof will be repaired and the fire company is looking into getting a grant to cover the cost of the roof.

#### **Ladies Auxiliary-**

The Mercer County Ladies Auxiliary will be meeting at the Hopewell Fire Department on November 20<sup>th</sup>.

#### **EMU Chief Report:**

There were 23 calls for the month of October with no scratches. Chief Brown is continuing to work on the ambulance project.

**Fire Chief Report:**—There were 23 calls for the month of October. The fire department assisted in a house explosion in Pennington as well as a hazmat assignment at Bristol Myers Squibb. Michael Toth will be returning from Afghanistan and the fire company is planning to be at the train station to welcome him home. There is only 1 contested position for the annual fire department elections and that will be voted on at the December meeting. Deputy Chief Mullen will be the new Chief and Alison Myers will be the new President. Deputy Chief Mullen is planning something to honor outgoing Chief Novak.

LOSAP-

It was mentioned the point of LOSAP was for members who have reached the age of retirement to have money. Financial hardship is usually the last option in getting the LOSAP money.

An OPRA requested was received regarding fires at 330 and 350 Carter Road. Records are being gathered and will be submitted as requested.

#### **Resolution 19-32**

Motioned by Commissioner Myers and seconded by Commissioner Davies to pass the resolution authorizing payment for the SCBA loan.

Motion passed unanimously with two absences.

#### **Resolution 19-33**

This resolution was tabled due to the fact that there were not enough commissioners present to pass the resolution by state law.

#### **Resolution 19-34**

Motioned by Commissioner Davies and seconded by Commissioner Myers to pass the resolution appointing meeting dates for 2020.

Motion passed with no absences.

**Insurance-**

No report.

**Legal-**

No report.

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

**Committee Reports-** None

**Adjournment:** There being no further business to come before the board, on a motion by Cmsr. Davies and seconded by Cmsr. Myers approved the meeting adjourned at 8:12. The next regularly scheduled meeting of the board will be held on December, 11 2019.

### **Closed Session**

The issue with the fuel was discussed. There were 2 fuel cards missing. One of the cards was recovered but the other was not. In reviewing camera footage of Valley Oil for the time period the fuel was obtained it was discovered a member of the Fire Department was using the card for his personal vehicle. After speaking with the Board attorney and Chairman, it was decided to report the theft to the police as it was taxpayer money. The member was charged with theft. Hopefully a deal can be worked out so the member will not have to go to jail for official misconduct. Chief Brown also reported another member used a fuel card out of the Special Services vehicle to get gas for his own vehicle. This incident was also reported to the police, who determined this event was a miscommunication and no charges were filed. There needs to be some sort of revision for the fuel card management.

Motioned by Commissioner Bovenizer and seconded by Commissioner Myers to come out of closed session at 8:24.

Motion passed unanimously passed with no absences.