

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

**October 9, 2019**

**PRESENT:** Cmsr. Morehouse  
Cmsr. Bovenizer  
Cmsr. Davies  
Cmsr. Evans  
Cmsr. Myers

**Call to Order:** The scheduled meeting of the Board of Fire Commissioners was called to order at 7:30 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:**

There was one change to the minutes. The call to order was performed by Chairman Morehouse not Commissioner Myers.

Motioned by Commissioner Bovenizer and seconded by Commissioner Evans to approve the meeting minutes from the September 11, 2019 meeting as amended. Motion approved with no absences.

**Public Comment:** No public comment.

**Treasurer's Report: 19-28**

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 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 2019 budget in the amount of \$38,138.93 for a total of \$38,138.93.  
Motioned by Commissioner Bovenizer and seconded by Commissioner Myers to pay the bills as submitted with a roll call vote.
2. The list of encumbrances from the 2019 budget was given to the Board for review.

Commissioner Evans went to the bank to try to sort out the issue with the outstanding payment for the Tanker. The bank could not find the loan. Further investigation will occur. Commissioner Evans also was able to get a slightly higher interest rate for the Board's checking and money market accounts.

**Hopewell Fire Department Administration:**

The Hopewell Harvest Fair went well. There was a boot drive which raised almost \$1000.00. The Halloween parade will be on October 27<sup>th</sup> and members will be handing out candy on Halloween night. The patio has been finished and the next project is the squad bay roof.

**Ladies Auxiliary-**

There was no one present to give a report.

**EMU Chief Report:**

There were 19 calls for the month of September with 4 scratches during the day. Chief Brown has been in contact with Chief Martin regarding daytime response. A demo ambulance will be at the firehouse in the upcoming week. It is the hope to have a referendum vote in February for the new ambulance and purchase the vehicle in 2021. There are 3 members in EMT class.

**Fire Chief Report:**—There were 17 calls for the month of September with no notable calls. There are repairs on the trucks which are coming up. Engine 52 has 2 rotted cab mounts which were approved to be fixed.

**Resolution 19-29**

Motioned by Commissioner Myers and seconded by Commissioner Evans to pass the resolution authorizing approved state vendors for contracting units pursuant to N.J.S.A. 40A:11-12a.

Motion passed unanimously 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

**Resolution 19-30**

Motioned by Commissioner Bovenizer and seconded by Commissioner Evans to pass the resolution authorizing the commissioners to go into closed session.

Motion passed unanimously with no absences.

Back in open session at 8:24.

Personnel issues were discussed in closed session.

A new way to track fuel was discussed.

**Adjournment:** There being no further business to come before the board, on a motion by Cmsr. Bovenizer and seconded by Cmsr. Evans and approved the meeting adjourned at 8:30. The next regularly scheduled meeting of the board will be held on November 13, 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.