

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

**November 18, 2020**

**PRESENT:** Cmsr. Morehouse

Cmsr. Bovenizer

Cmsr. Davies

Cmsr. Evans

Cmsr. Myers

**ABSENT:**

**Call to Order:** The regularly scheduled meeting was conducted remotely by means of a web-based conference call through Google and was called to order by Commissioner Morehouse at 7:00 pm, following adequate notice under the Open Public Meetings Law (annual notice published and revised meeting notice published in the Times of Trenton, posted at the Board offices and on the fire district's web site providing information on how the public could access and join the meeting, as well as provided to any person requesting same in advance of the meeting.)

**Minutes:**

Motioned by Commissioner Bovenizer and seconded by Commissioner Myers to approve the meeting minutes from the October 14, 2020 meeting. Motion approved with no absences.

**Public Comment:** No public comment.

**Treasurer's Report: 20-28**

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 2020 regular budget to pay the bills and designated the account to which each would be charged.

1. Bills were submitted to be paid from the 2020 regular budget in the amount of \$15,290.77

Motioned by Commissioner Evans and seconded by Commissioner Myers to pay the bills as submitted with a roll call vote.

2. The list of encumbrances from the 2020 regular budget was given to the Board for review.

### **Hopewell Fire Department Administration:**

On December 5, 2020 the tree lighting will be conducted. It will be streamed on Facebook Live. On December 12<sup>th</sup> Santa will ride through town on the firetruck waving as opposed to the traditional Project Santa. Virtual meetings continue to be conducted. The picnic in October was well attended. The fund drive was conducted normally.

### **Ladies Auxiliary**

There was no one present to give a report.

### **EMU Chief Report**

There were 21 calls for October with 3 scratches. Morale has been OK. Chief Brown is still working on SOP's as required for licensing by the State. New lighting was installed on the ambulances. Specs for the new ambulances are being gathered and will be submitted soon. Two members of the department have completed 60% of the requirements to be instructors. They still have to do apprenticeships which may be delayed due to Covid.

### **Fire Chief Report:**

There were 30 calls for the month of October, mostly fire alarms and mutual aid calls. The 4 chiefs in Hopewell Valley got together and changed the box plans to include all stations to be dispatched for odor of smoke or greater. The fire department is looking to purchase flashlights and gloves. The clothing committee is working on getting more members fitted for Class B uniforms. The fire department is having issues with the dumpster being overfilled. It was suggested to put up a camera and a sign by the dumpster explaining who is allowed to use the dumpster. Members of the fire company are working on a new website for the department. If a member is going to leave the state for longer than 24 hours, the Chief needs to be notified and the member should quarantine before returning to duty. CPR and First Aid were conducted online and virtually. A new sprayer was purchased to disinfect the trucks. LOSAP was discussed. A member who was not vested in the LOSAP program passed away and it was determined since the member was not vested the beneficiary could not receive the funds. It was talked about to get a list together of everyone not vested and

not around anymore and try to recoup the funds to put back into the general surplus. Due to Executive Order 192, there are now only two doors that members are allowed to use for entry. Upon entering the building every person must take their temperature and fill out a questionnaire regarding their health. The document is available on I Am Responding and there are also paper copies provided. There is a maximum of 10 people allowed in the building at one time.

### **Insurance-**

Commissioner Myers met with Nottingham Insurance to discuss an issue with the cost of equipment. Because the cost of equipment has increased the value of replacement equipment should also increase.

### **LOSAP**

No report

### **Legal**

No report.

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

### **RESOLUTION 20-29**

Motioned by Commissioner Davies and seconded by Commissioner Evans to approve the resolution setting the dates for the meetings for 2021. Motion passed with no absences.

### **RESOLUTION 20-30**

Motioned by Commissioner Bovenizer and seconded by Commissioner Evans to approve the resolution to transfer funds between line items in the 2020 budget. Motion passed with no absences.

### **Committee Reports-** None

**Adjournment:** There being no further business to come before the Board, on a motion by Cmsr. Bovenizer and seconded by Cmsr. Davies the meeting adjourned at 8:17. The next regularly scheduled meeting of the board will be held on December 9, 2020 via Google.

