

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

**December 8, 2021**

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

**ABSENT:**

**Call to Order:** : The regularly scheduled meeting was conducted remotely by means of a hybrid conference call through Google and in person and was called to order by Chairman Morehouse at 7:00, following adequate notice under the Open Public Meetings Law (annual notice published and revised meeting notice published in the Times of Trenton and transmitted to the Hopewell Valley News provided to the Borough Clerk for posting, 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:**

Commissioner Bovenizer wanted the minutes to reflect that in addition to being the PACO officer he is also the Assistant Treasurer. He will be responsible for making sure competitive quotes are obtained for purchases.

On a motion by Commissioner Myers and seconded by Commissioner Evans the November 10, 2021 minutes were approved with the above noted correction with no absences.

**Public Comment:** There was no public comment.

**Treasurer's Report: 21-46**

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 are sufficient funds in the 2021 budget to pay the bills and designated the account to which each would be charged.

1. Bills were submitted to be paid from the 2021 budget of \$85,016.44.

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 2021 budget was given to the Board for review.

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

As a result of the Fire Department elections administrative officers have changed for 2022. Frank Scalice is the new President. Ali Newcamp, Steve Seeley and Olivia Obst are the Vice Presidents, David Bregenzer is the Treasurer and Joanne Vaccarino is the Assistant Treasurer. David Van Doren Jr. is the new Recording Secretary and Shay Robinson is the Assistant Recording Secretary. Michael Brown is now a Trustee. The tree lighting was a big success. Project Santa delivery will take place December 12th, 13th, and 14th. Presents will be delivered to approximately 100 households. The Santa drive by will be on December 18th with a rain date of December 19th. President Myers talked to Hopewell Borough Administrator Michele Hovan regarding the Dumpster to make sure the fire department could put cans on the street. This discussion became more complicated than usual due to the fact that citizens did not like to see garbage in front of Boro Bean. It was suggested that Chairman Morehouse work with the town and Boro Bean to come up with a solution. The matter will be addressed at the January meeting.

### **Ladies Auxiliary-**

The president of the Ladies Auxiliary is in the hospital but slowly improving. They are also working on gathering storm supplies.

**EMU Chief Report:**--There were 27 calls for November with 6 scratches. A new program is being used to schedule shifts. The vehicles are running well. 3 members are entered into EMT class. There are new officers for 2022. Audra Tunison will be the new Chief, Heather Varrasse the new Deputy Chief, Sue Conover 1<sup>st</sup> Lieutenant, Luke Morehouse 2<sup>nd</sup> Lieutenant, and Olivia Obst 3<sup>rd</sup> Lieutenant. The updated SOP's are being worked on and reviewed by the attorney. They are posted on I am Responding for member review. When the membership approves the SOP's they will be presented to the Board for approval. Once they are approved the state certification can be applied for and the trucks can be inspected.

**Fire Chief Report:**—There were 28 calls for November with 1 residential structure fire. It is projected there will be over 300 calls for the year with the majority being in the Township. Chief Mullen gave a report to the Borough Council and it was well received. The Tanker has been painted but Sutphen is still waiting on the tank to be attached correctly. The annual fire inspection of the firehouse has been completed. There is interest in a Valley wide apparatus photo. The old rescue truck was damaged in Tennessee and the department sent down some of the lights that came off the engine to help out the fire department in Tennessee. Chairman Morehouse formerly thanked Chief Mullen and Deputy Chief Tunison for making a report to the Hopewell Borough Council. There will be new fire officers for 2022. Dan Galatro will be Chief, Tim Fenton Deputy Chief, Ben Crane Assistant Chief, Chris Jones Battalion

Chief, Sean Ryan 1<sup>st</sup> Lieutenant, Bobby Jones 2<sup>nd</sup> Lieutenant and Marcus Jones 3<sup>rd</sup> Lieutenant. Frank Scalice will take over the virtual meetings. Chief Mullen was thanked for his many years of services both to the fire department and the Board of Fire Commissioners.

### **Insurance-**

Commissioner Myers did not receive the Commercial Package yet from Nottingham Insurance but did receive the Accident and Sickness policy. The Workers Compensation policy will be \$11,000 cheaper this year but will be more expensive in 2023, 2024 and 2025 due to the accident with the squad vehicle.

### **Attorney Report/LOSAP**

There is an amendment to the LOSAP resolution. With Commissioner Davies hard work, it has been determined there are funds to be returned in the amount of roughly \$240,000.00 He has the addresses of 52 out of 53 members and will be sending a courtesy letter to the members who have funds but are not vested. The intent of the letters is to try to bring members back into the department as active participants.

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

### **Resolution 21-47**

Motioned by Commissioner Davies and seconded by Commissioner Bovenizer to approve the resolution authorizing transfers between line items.

Motion passed with no absences.

### **Resolution 21-48**

Motioned by Commissioner Bovenizer and seconded by Commissioner Myers to approve the resolution authorizing the introduction of the 2022 budget.

Motion passed with no absences.

### **Resolution 21-49**

Motioned by Commissioner Bovenizer and seconded by Commissioner Davies to approve the resolution appointing the meeting dates for 2022.

Motion passed with no absences.

### **Resolution 21-50**

Motioned by Commissioner Myers and seconded by Commissioner Evans to approve the resolution authorizing Commissioner Bovenizer as the PACO officer for 2022.

Motion passed with one abstention (Commissioner Bovenizer as he was selected as the PACO officer)

**Resolution 21-51**

Motioned by Commissioner Myers and seconded by Commissioner Bovenizer to pass the resolution authorizing signing of the contract for extending the contract between Hopewell Township Fire District and Hopewell Borough Fire District for one year. All conditions for the contract will remain in force.

Motion passed with no absences.

Susan Conover, 3<sup>rd</sup> Lieutenant of the Emergency Medical Unit requested permission to address the Board. She spoke about the election process and due to that fact, she requested money to be put into the budget for leadership classes to truly invest in the officers of the organization. She was told that the training budget was set and it was up to the officers to determine what training classes people are sent to. The Commissioners stated they appreciated the service she and the other members provide to the fire company.

The public hearing of the budget will be on January 12, 2022 as advertised.

Motioned by Commissioner Bovenizer and seconded by Commissioner Myers to authorize encumbrances in the amount of \$199,833.00. Motion passed with no absences.

**Adjournment:** There being no further business to come before the board, on a motion by Cmsr. Bovenizer and seconded by Cmsr. Myers approved the meeting adjourned at 9:07. The next regularly scheduled meeting of the board will be held on January 12, 2022.

