

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

**April 9, 2025**

**PRESENT:** Cmsr. Peters                      Cmsr. Davies      Chairman Morehouse  
                 Cmsr. Blasi                      Cmsr. Myers

**Call to Order:** The scheduled meeting of the Board of Fire Commissioners was called to order at 7:00 pm by Cmsr. Morehouse following proof of compliance with the Open Public Meetings Act. Notice 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:** March minutes reviewed, one correction noted and accepted. Motion by Myers and seconded by Blasi.

**Public Comment:** Commissioner Myers met with Administrator Walker and submitted changes to the EMS ordinance, which was passed by Council.

**Treasurer's Report:**

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 funds in the 2024 and 2025 budget to pay the bills and designated the account to which each would be charged.

Bills were submitted to be paid from the 2024 budget for a total of \$49,835.47. Bills were submitted to be paid from the 2025 budget for a total of \$23,997.09. Motioned by Commissioner Davies and seconded by Commissioner Blasi to pay the bills as submitted with a roll call vote all in the affirmative passing via majority. Resolution 2025-18 passed 5-0.

**Fire Department Administration:** Keeping an eye on the condition of the roof as it may need to be replaced. Slate is in severe disrepair. Looking into getting quotes. Breakfast is May 4<sup>th</sup>. Park cleanup on Saturday May 3<sup>rd</sup>, as well as planting a tree in honor of Dr. Holcraft.

**Ladies Aux:** No one present - no plant sale this year due to low membership.

**EMU Report:** Chief Read reports 53 ems calls for March. 5 EMT candidates interested in registering for school. Waiting on zoning officer to sign off on pending permit issuance. Donations coming in for the bunk room. Expecting largest expense to be replacing the required windows. Question as to how to pay for emt training funding and the Board will leave that up to the Chief as to how to move forward. Expect to use all of the emu training line then if needed tap the PFAS money earmarked for training expenses.

**Fire Chief Report:** 32 calls for March. Still have 2 FF in school. Training for the month involves rope rescue. May 27<sup>th</sup> water rescue drill at Scudders Falls. Will be ready to replace brush truck pump tonight with Resolution 2025-20. 10 sets of brush gear have arrived and are in service. Helmets are expected shortly. Swift water gear resolution for tonight as well. This splits money for swift water gear and brush gear. 1 new swift water ops member and 2 more going to tech class to make a total of 23 strong. Will look into purchasing a cot with wheels, later in the year. Annual quotes for hose testing was sent out and Waterway was cheapest and preferred. Board decided to pass a resolution now to award hose testing. Resolution 2025-22 motion by Peters, 2<sup>nd</sup> by Blasi, motion passes 5-0. Chief Galatro advised he would have the final quote for the Quint repairs from the UL inspection failures at the May meeting. Rescue tires spoke of last meeting; need to be replaced due to age, would like to award via state contract pricing to STTC. Resolution 2025-23 motion by Commissioner Myers 2<sup>nd</sup> by motion passes 5-0 for a total of \$4,607.46. Chief Galatro spoke about current record management system "ESO" the department uses for NFIRS reporting and call/participation tracking. Would like to replace this software with another vendor "First Due" that the Township is transitioning to. Quote of \$12,500 for all modules, \$10,500 for modules to track LOSAP, preplanning, responses, asset management, hydrants, daily roster and personnel. Clerk reached out to the vendor for a break down on the modules and to see if the company has state contracts or co-ops, however vendor claims there would be a price increase of 5%. Chief Galatro claims it will replace the I Am Responding app, and track LOSAP. Additionally, will need to continue with current vendor ESO an additional \$1,500 until June. Chrmn. Morehouse states if it helps reduce manhours he was comfortable moving forward with it. Chief Read was asked his opinion on the change and he was not comfortable moving forward. There has been no communication or presentation of the software to him or his officers or the Administration, thus he cannot just expect to change systems overnight and have the volunteers learn new software sight unseen. The current software we use to track personnel is only \$5,600 annually, there are other modules that can be purchased in ESO to accomplish what First Due claims for \$2,000 less. IAR can track LOSAP for free at this time. There are 2 modules in ESO that have never had any data entered into them in the last 3 years, that have cost over \$4,000. Chief Read feels as though the ESO product is underutilized, and no one has been given any access to it, even after multiple requests including the President of the Department for LOSAP compilation efforts. This contributes to the manhours as the President had to compile all data manually. Passionate discussion ensued between the Chiefs, the clerk and the Board. Final decision was to award Resolution 2025-24 to First Due, with no other quotes presented, other than the known ESO invoice of \$5,653.43, in the amount of \$10,500.00 motion by Davies, 2<sup>nd</sup> by Peters. Motion passes 5-0; will utilize contingency line for funding as there is an increase of \$6,346.57 over the expected ESO invoice.

**Fire Official Report:** on file

**Attorney Report:** None

**Committee Reports:** None

Resolution 2025-19 to accept LOSAP list from HFD originally posted on March 7<sup>th</sup> for the 30 day requirement. Motion by Davies 2<sup>nd</sup> by Peters. Myers states that some personnel were classified

incorrectly but he was able to work out to the current total. All in favor resolution passes 5-0. LOSAP committee is working on updating the qualifying rules from 2009.

Resolutions 2025-20/21 were passed together to purchase fire pump and swift water gear, motion by Csmr. Davies, second by Csmr. Peters, all in favor resolution passes 5-0.

Chief Read advised of EMS State inspection, need to update some lettering on 152-3 to the States liking, and will meet with them in 2 weeks to complete inspection.

All Board members and the attorney were advised to complete their FDS reporting.

**Public Comment (non-agenda):** None

**Adjournment:** There being no further business to come before the board, on a motion by Cmsr. Blasi and seconded by Cmsr. Peters unanimously approved the meeting adjourned at 8:38 pm. The next regularly scheduled work session of the Board will be held on April 23, 2025 at 7 pm to discuss future needs of apparatus purchases, to be followed by the next business meeting of the Board to be held on May 14<sup>th</sup>, 2025.