



Hopewell Township Fire District No. 1
201 Washington Crossing Pennington Rd
Titusville, New Jersey, 08560

MEMO TO FILE

On June 11, 2020 Chairman Chipowksy resigned from the Board of Fire Commissioners. On June 17, 2020, Secretary Cseremsak resigned from the Board of Fire Commissioners.

On June 25, 2020, the remaining members of the Board held a meeting at which several sets of meeting minutes were presented for approval. The remaining members could not create a quorum of commissioners to approve any set of minutes due to the resignation of the Chairman and Secretary. The remaining members had reviewed the minutes presented and, on the advice of counsel, voted to approve the following minutes presented at the June 25, 2020 meeting:

- A. Regular Session Minutes from 1/2/20
- B. Regular Session Minutes from 1/9/20
- C. Regular and Executive Session Minutes from 1/23/20
- D. Regular and Executive Session Minutes from 2/13/20
- E. Regular and Executive Session Minutes from 2/27/20
- F. Regular Session Minutes from 3/19/20
- G. Regular Session Minutes from 4/16/20

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING
HOPEWELL TOWNSHIP FIRE DISTRICT NO.1
THURSDAY, JANUARY 2, 2020**

The regular meeting of the Board of Fire Commissioners was held on January 2, 2020 at the Hopewell Township Municipal Services Building Titusville New Jersey at 7:00 PM.

CALL MEETING TO ORDER / STATEMENT OF NOTICE

Chairman Chipowsky called the meeting to order and stated that the notice of the meeting had been posted on the Hopewell Township Municipal Bulletin Board and forwarded to the Hopewell Valley News and Times of Trenton, and had been posted on the Hopewell Township Fire District Web-Site in accordance with the requirements of the Open Public Meeting Act.

PLEDGE OF ALLEGIANCE & SALUTE TO THE FLAG

The Pledge of Allegiance was led by Chairman Chipowsky.

ROLL CALL

Chairman Chipowsky - Present
Vice-Chairman Burd - Present
Secretary Cseremsak - Present
Treasurer Lynch - Absent
Commissioner Tackacs – Absent

MINUTES SUBMITTED FOR APPROVAL

Vice Chairman Burd moved and Secretary Cseremsak seconded to approve the regular and executive session minutes from 8/8/19. The motion passed.
The minutes from 8/22/19 were tabled until a quorum of the Board present at that meeting was available.

PUBLIC COMMENT (AGENDA)

None.

NEW BUSINESS

RESOLUTION 2020-01: A RESOLUTION AUTHORIZING THE BOARD OF FIRE COMMISSIONERS OF HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1 TO PASS A TEMPORARY BUDGET FOR THE YEAR 2020

WHEREAS, the Board of Fire Commissioners of Hopewell Township Fire District No. 1 has determined that a need exists for a temporary working budget for the year of 2020; and

WHEREAS, the State of New Jersey allows for the usage of fourteen percent of the appropriations made for all purposes in the budget for the preceding fiscal year, excluding appropriations made for interest and debt redemption charges and capital improvements; and

WHEREAS, the Board of Fire Commissioners has introduced the proposed budget for 2020; and

WHEREAS, the Budget has been submitted to the State of New Jersey, Department of Local Government Services for their review and acceptance.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners of Hopewell Township Fire District No. 1, County of Mercer, that the temporary budget for 2020 is hereby passed for usage of fourteen percent of the appropriations made for all purposes in the budget for the preceding fiscal year, excluding appropriations made for interest, debt redemption charges, and capital improvements.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Ave	Nav	Abstain	Absent
Burd	X		X			
Lvnch						X
Tackacs						X
Cseremsak		X	X			
Chipowsky			X			

RESOLUTION 2020-02: A RESOLUTION ESTABLISHING THE LIST OF PART TIME EMPLOYEES TO WORK FOR THE HOPEWELL VALLEY EMERGENCY SERVICES UNIT

WHEREAS, a need exists to provide a list of eligible part time employees to provide staffing on a case by case basis; and

WHEREAS, a need exists for assistance with information technology and communications equipment on a case by case basis; and

WHEREAS, the Board of Fire Commissioners has authorized the Chief of Emergency Services to amend the listing of part time employees when the need exists; and

WHEREAS, the following amendments have been made:

Added as of 1/2/2020: Joshua Chancy, Joseph Vandegrift, Dhwani Kadakia, Jason Brofsky

Removed as of 12/27/2019: Joseph Flynn

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners of Hopewell Township Fire District No.1, Mercer County, hereby establishes the list of part-time employees annexed herein and sets the part time hourly rate at \$20.00 per hour.

PART TIME EMPLOYEES AS OF JANUARY 2, 2020

- MICHAEL BENINATO
- JUSTIN BOYLE
- JOSHUA CHANCY
- ANNE FERRY
- JOSEPH FLYNN
- RICHARD GORDON
- MICHAEL HAMMOND
- RYAN HOFFMAN
- DHWANIL KADAKIA
- ANDREW KINTZEL
- SALVATORE LEVATINO
- JOHN MUCCIOLI
- WILL MULLEN
- ANTHONY O'CONNOR
- OLIVIA OBST
- CRAIG OLANDER
- HARDY KURT PEDERSEN
- DOUGLAS PSZCZOLKOWSKI
- ROBERT ROSS
- CHARLES SISTA

ANNMARIE SOGANIC
 BENJAMIN TREDREA
 JOSEPH VANDEGRIFT
 EDWARD VANHISE
 HEATHER VARRASSE

**PART TIME / INFORMATION TECHNOLOGY & COMMUNICATIONS EMPLOYEES AS OF
 JANUARY 2, 2020
 WILL MULLEN**

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Ave	Nav	Abstain	Absent
Burd		X	X			
Lvnch						X
Tackacs						X
Cseremsak	X		X			
Chipowsky			X			

RESOLUTION 2020-03: A RESOLUTION DESIGNATING DEPOSITORIES OF FUNDS

BE IT RESOLVED, by the Board of Fire Commissioners of Hopewell Township Fire District No. 1, County of Mercer, that Northfield Bank be designated as the depository of the Board’s funds for checking and savings account purposes for the year 2020; and
BE IT FURTHER RESOLVED, that the New Jersey Case Management Fund be designated as the depository of the Board’s funds for investment purposes.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Ave	Nav	Abstain	Absent
Burd		X	X			
Lvnch						X
Tackacs						X
Cseremsak	X		X			
Chipowsky			X			

RESOLUTION 2020-04: A RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS

BE IT RESOLVED, by the Board of Fire Commissioners of Hopewell Township Fire District No. 1, County of Mercer, that the Hopewell Valley News and the Times of Trenton are hereby designated as the official newspapers of Hopewell Township Fire District No. 1 for the year 2020.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Burd		X	X			
Lynch						X
Tackacs						X
Cseremsak	X		X			
Chipowsky			X			

RESOLUTION 2020-05: A RESOLUTION AUTHORIZING THE PURCHASE OF GOODS OR SERVICES THROUGH STATE OF NEW JERSEY CONTRACTS AND COOPERATIVE PURCHASING AGREEMENTS

WHEREAS, pursuant to N.J.S.A. 40A:11-12, the Board of Fire Commissioners of Hopewell Township may, without advertising for bids, purchase any materials, supplies, services, or equipment under any contract entered into on behalf of the State of New Jersey by the New Jersey Department of the Treasury, Division of Purchase and Property; and

WHEREAS, pursuant to N.J.S.A 40A:11-11, contracting units are permitted to enter into Cooperative Pricing Agreements, whereby permitting them use of those awarded contracts; and

WHEREAS, the Board desires continued use of these cooperative pricing agreements in 2020:

- Mercer County #CK09Mercer
- HGACBuy (Houston-Galveston Area Council)
- Middlesex Regional Educational Services Commission 65MCESCCPS
- U.S Communities Government Purchasing Alliance
- Sourcewell
- NPPGov

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners of Hopewell Township Fire District No. 1, County of Mercer, hereby authorizes the purchase of goods and services from New Jersey State Contract and Cooperative Purchasing Agreement Vendors.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Burd		X	X			
Lynch						X
Tackacs						X
Cseremsak	X		X			
Chipowsky			X			

TREASURER’S REPORT

Secretary Cseremsak read the summary of the Bills and Claims dated January 2, 2020 and was seconded by Vice Chairman Burd. Chief Martin reported on notable bills. A roll call vote was held and the following amounts were authorized:

Bill List:		\$38,104.21
Payroll Ending	December 21, 2019	\$64,878.60
Total Disbursements:		\$102,982.81

PUBLIC COMMENT (NON AGENDA)

Union Fire Company & Rescue Squad Chief Pedersen reported on the site visit to Rosenbauer to see the construction progress of the new tanker. Chief Pedersen requested to see the contract for the vehicle maintenance bid or to look at other municipalities' contracts to determine if any changes need to be made for next year's bid. Chief Pedersen reported on vehicle repairs. Chief Pedersen and the Board discussed the future of the current tanker and the possibility of trading it in as part of the contract for the new tanker. The Board asked Chief Martin to make a recommendation at a future meeting regarding the disposition of the current tanker. The Board and Chief Pedersen discussed the tanker construction timeline.

EXECUTIVE SESSION RESOLUTION

None.

ADJOURNMENT

Secretary Cseremsak motioned to adjourn the meeting and was seconded by Vice Chairman Burd at 7:21 PM. The motion carried.

Respectfully submitted,



Sarah Ocicki
Purchasing Agent