

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING  
HOPEWELL TOWNSHIP FIRE DISTRICT NO.1  
THURSDAY, JANUARY 17, 2019**

The regular meeting of the Board of Fire Commissioners was held on January 17, 2019 at the Hopewell Township Municipal Services Building Titusville New Jersey at 6:00 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 - Present

**EXECUTIVE SESSION 2019-7**

Treasurer Lynch moved and Vice-Chairman Burd seconded a motion to enter Executive Session at 6:01 PM to conduct interviews for the vacant Commissioner position.

The Board exited Executive Session and re-entered Open Session at 6:59 PM.

Resolution 2019-8 was held for a future meeting.

**PUBLIC COMMENT (AGENDA)**

None.

**PUBLIC HEARING ON THE 2019 BUDGET**

The public hearing was opened at 7:00 PM. There was no comment on the 2019 budget and the hearing was closed at 7:01 PM.

**NEW BUSINESS**

**RESOLUTION 2019-9: A RESOLUTION TO AMEND THE 2019 BUDGET**

**WHEREAS**, the district budget for the Hopewell Township Fire District No. 1 Board of Fire Commissioners for the year ending December 31, 2019 was introduced on December 13, 2018; and

**WHEREAS**, the Board desires to amend said budget.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Fire Commissioners of the Hopewell Township Fire District No. 1 that the following amendments be made to the introduced budget for the year ending December 31, 2019:

<b>AMENDMENT</b>	<b>FROM</b>	<b>TO</b>
Amount to be Raised by Taxation	\$3,866,787	\$3,865,089

Unrestricted Fund Balance utilized in 2019 Proposed Budget	\$332,256	\$333,954
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**BE IT FURTHER RESOLVED** that two certified copies of this resolution be filed forthwith with the Director of Local Government Services of his certifications of the district budget so amended.

**NOW THEREFORE IT IS HEREBY CERTIFIED** that this is a true copy of a resolution amending the budget, adopted by the governing body on the 17<sup>th</sup> day of January 2019.

**RECORD OF BOARD VOTE ON PASSAGE**

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

**RESOLUTION 2019-10: Hopewell Township Fire District # 1 Adopted Budget Resolution  
FISCAL YEAR: January 1, 2019 to December 31, 2019**

**WHEREAS**, the Annual Budget for the Hopewell Township Fire District No. 1 (the “Fire District”) for the fiscal year beginning January 1, 2019 and ending December 31, 2019, has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of January 17, 2019; and

**WHEREAS**, the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

**WHEREAS**, the adopted budget is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et. seq.); and

**WHEREAS**, the Annual Budget as presented for adoption reflects Total Revenues of \$ 4,922,786 which includes amount to be raised by taxation of \$3,865,089, and Total Appropriations of \$4,922,786.

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Commissioners of the Fire District at an open public meeting held on January 17, 2019, that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2019 and ending December 31, 2019, is hereby adopted and, shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$4,922,786, which includes amount to be raised by taxation of \$3,865,089, and Total Appropriations of \$4,922,786; and

**BE IT FURTHER RESOLVED**, that the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

**RECORD OF BOARD VOTE ON PASSAGE**

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

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Chipowsky			X			

**RESOLUTION 2019-11: A RESOLUTION AUTHORIZING THE CHAIRMAN OF THE BOARD OF FIRE COMMISSIONERS AND THE FIRE OFFICIAL TO CERTIFY THE DIVISION OF FIRE SAFETY END OF YEAR REPORTS**

**WHEREAS**, the Board of Fire Commissioners of Hopewell Township Fire District No. 1 has received a request from the Division of Fire Safety to certify the number of life hazard use inspections conducted by the Hopewell Valley Bureau of Fire Safety for the year 2018; and

**WHEREAS**, the requested report will be completed and reviewed.

**NOW THEREFORE, BE IT RESOLVED**, by the Board of Fire Commissioners of Hopewell Township Fire District No. 1 that the requested report from the Division of Fire Safety will be completed and this resolution hereby authorizes the Chairman and the Fire Official to submit the report.

**RECORD OF BOARD VOTE ON PASSAGE**

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

**RESOLUTION 2019-12: A RESOLUTION AUTHORIZING THE BOARD OF FIRE COMMISSIONERS OF HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1 TO EXECUTE AN AGREEMENT FOR FIRE INSPECTION SERVICES WITH THE BOROUGH PENNINGTON**

**WHEREAS**, the Borough of Pennington (the Borough) is responsible for certain fire inspection services pursuant to the Uniform Fire Safety Act (N.J.S.A. 52:27D-195, et. seq.); and

**WHEREAS**, pursuant to the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A65-1 et. seq.) the Borough desires to contract with the Board of Fire Commissioners of Hopewell Township Fire District No. 1 (the Board) for the provision of fire inspection services required by the Uniform Fire Safety Act from January 1, 2019 to December 31, 2020; and

**WHEREAS**, the Borough and the Board are both local units and the fire inspection services required by the Uniform Fire Safety Act are shared services within the meaning of N.J.S.A. 40A:65-3.

**NOW THEREFORE, BE IT RESOLVED**, by the Board of Fire Commissioners of Hopewell Township Fire District No. 1 that the Chairman is hereby authorized and directed to execute a Shared Services Agreement between Pennington Borough and the Board of Fire Commissioners of Hopewell Township Fire District No. 1 for the provision of fire inspection services and other certain services required by the Uniform Fire Safety Act, substantially in the Agreement annexed hereto.

**RECORD OF BOARD VOTE ON PASSAGE**

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

**TREASURER’S REPORT**

Treasurer Lynch read the summary of the Bills and Claims dated January 17, 2019 and was seconded by Vice-Chairman Burd. A roll call vote was held and the following amounts were authorized:

Bill List:		\$159,041.35
Payroll Ending	January 5, 2019	\$61,852.47
Total Disbursements:		\$220,893.82

**HOPEWELL VALLEY EMERGENCY SERVICES UNIT REPORT**

Chief Martin reported on Rutgers Training.

**UNION FIRE COMPANY AND RESCUE SQUAD REPORT**

Chief Kurt Pedersen reported on monthly calls, special events, new officers, final plan on Tanker from Rosenbauer, and the sale of Marine 53-1. Chief Pedersen thanked Purchasing Agent Ocicki, Chief Martin, and Specialist Lyness. Chief Pedersen and the Board discusses accessories for the new boat, the vehicle maintenance bid, and the design of the new Tanker.

**PENNINGTON FIRST AID SQUAD**

Captain John Muccioli reported on yearly calls, EMT classes, and line officers. Captain Muccioli reported on the status of state licensing; The First Aid Squad has until the end of February on their current application to get licensed. Captain Muccioli asked for the Board’s help in speeding things up.

**HOPEWELL FIRE DEPARTMENT AND EMU REPORT**

Heather Varrasse reported on yearly calls, line officers, Project Santa, state licensure, and a new ambulance purchase.

**PENNINGTON FIRE COMPANY REPORT**

Nick Gaudio reported on yearly calls, notable fire calls, Project Santa, new Assistant Chief Roger Demareski, new members in fire school. Gaudio reported that they are researching specifications for a new engine. The Ladder is out for punch list repairs. Gaudio and the Board discussed low bridges and the reconfiguration of either the trucks or the bridges & roads to allow trucks to drive underneath bridges. The Board asked Chief Martin to schedule a meeting with Township administration to discuss this as well

as EMS Billing. The Board reported that they had received the long term plan but it hasn't been discussed yet.

Chief Pedersen reported on yearly calls.

The Board cancelled the meetings on January 24 and February 14.

**PUBLIC COMMENT (NON AGENDA)**

None.

**EXECUTIVE SESSION RESOLUTION**

Vice Chairman Burd moved and Treasurer Lynch seconded to enter Executive Session at 7:28 PM to discuss legal matters and contracts.

The Board exited Executive Session and re-entered Open Session at 7:35 PM.

**RESOLUTION 2019-14: A RESOLUTION EXTENDING CONTRACTS FOR THE PREVENTATIVE MAINTENANCE AND VEHICLE REPAIR SERVICES BID**

**WHEREAS**, the Board of Fire Commissioners of Hopewell Township Fire District No. 1 advertised for Preventative Maintenance and Vehicle Repair Services for 2019 via a bid; and

**WHEREAS**, bids were received and publicly opened on December 21, 2018 and the awarding of contracts is pending; and

**WHEREAS**, the current contracts awarded on December 28, 2017 for Fire Apparatus Repair and Fire & Safety Services were extended until January 24, 2019; and

**WHEREAS**, contracts may be extended by mutual agreement of the parties to the contract when the awarding of a contract is pending at the time the contract expires per N.J.S.A. 40A:11-14.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Fire Commissioners of Hopewell Township Fire District No. 1 hereby extends the contracts awarded on December 28, 2017 to Fire Apparatus Repair and Fire & Safety Services until February 7, 2019 pending mutual agreement of the parties to the contract.

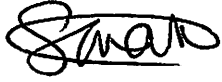
**RECORD OF BOARD VOTE ON PASSAGE**

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

**ADJOURNMENT**

Vice-Chairman Burd motioned to adjourn the meeting and was seconded by Treasurer Lynch at 7:38 PM. The motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Sarah Ocicki". The signature is stylized and cursive.

Sarah Ocicki  
Purchasing Agent