



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, FEBRUARY 27, 2020**

The regular meeting of the Board of Fire Commissioners was held on February 27, 2020 at the Hopewell Township Municipal Services Building Titusville New Jersey at 7:00 PM.

CALL MEETING TO ORDER / STATEMENT OF NOTICE

Vice Chairman Burd 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

Vice Chairman Burd led the Pledge of Allegiance.

ROLL CALL

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

Treasurer Lynch moved and Secretary Cseremsak moved to accept the regular and executive session minutes from 10/24/19.

Treasurer Lynch moved and Secretary Cseremsak moved to accept the regular and executive session minutes from 11/21/19.

The regular session minutes from 10/3/19 were tabled for a future meeting.

PUBLIC COMMENT (AGENDA)

None.

NEW BUSINESS

RESOLUTION 2020-19: A RESOLUTION AUTHORIZING CHANGE ORDER #11 TO THE CONTRACT WITH ROSENBAUER FOR A TANKER

WHEREAS, the Board of Fire Commissioners of Hopewell Township Fire District No. 1, Mercer County, authorized a contract for the purchase of a Tanker with Rosenbauer South Dakota, LLC on November 8, 2018 through the Houston-Galveston Area Council National Cooperative in the amount of \$453,235.00; and

WHEREAS, an error in the vendor’s calculations of the original quote will result in a \$10 credit to the Board to be applied to the contract amount on final invoice; and

WHEREAS, the Board authorized Change Orders in the amount of \$3,186.00 on September 12, 2019 and \$13,381.00 on January 23, 2020, representing a 3.65% increase to the total contract amount, resulting in a new contract amount of \$469,792; and

WHEREAS, Change Order #11 will increase the contracted amount by \$7,699.00 as outlined on the attached worksheet, which is annexed hereto and made part of the Resolution as approved by the Board of Fire Commissioners; and

WHEREAS, the amount of all Change Orders will result in a 5.35% increase to the total contract amount.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners of Hopewell Township Fire District No. 1, Mercer County, do hereby approve:

1. Change Order #11 representing an increase in the amount of \$7,699.00 to the contract amount.
2. That the amount of all Change Orders be a 5.35% increase resulting in a new contract amount with Rosenbauer South Dakota, LLC of \$477,491.00.

RECORD OF BOARD VOTE ON PASSAGE

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

The Board and Chief Pedersen discussed the changes on the change order.

RESOLUTION 2020-20: A RESOLUTION APPROVING THE PAYMENT OF ACCRUED LEAVE TIME TO SAMUEL HAVLICEK

WHEREAS, Samuel Havlicek resigned from full-employment with the Hopewell Township Fire District No. 1 on February 22, 2020; and

WHEREAS, the collective negotiations agreement between the Fire District and the Hopewell Valley Uniformed Firefighters, Association Local 3897 of the International Association of Firefighters, AFL-CIO, CLC provides that employees who separate in good standing shall be entitled to compensation for annual leave earned but not used, personal time earned but not used, compensatory time earned, and 50% of the accumulated sick time earned but not used at the hourly rate on the date of his resignation.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners of Hopewell Township Fire District No. 1, Mercer County, hereby approves the payment of annual leave time, personal time, compensatory time, and sick leave time in the amount of \$17,810.64 to Samuel Havlicek.

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

Chief Martin recommended a new hire to fill Specialist Havlicek’s position. The Board directed Chief Martin to offer the new hire employment.

The Board discussed work sessions. Vice Chairman Burd and Timothy Lynch discussed an EMS billing sub-committee and postponed tonight’s work session on EMS billing. The Board discussed topics and necessary attendees for future work sessions. The Board and Chief Pedersen discussed vehicle long range planning and discussed putting a cap on the dollar amount of support the Board will provide toward vehicles.

TREASURER’S REPORT

Treasurer Lynch read the summary of the Bills and Claims dated February 27, 2020 and was seconded by Secretary Cseremsak A roll call vote was held and the following amounts were authorized:

Bill List:		\$54,021.50
Pavroll Ending	February 15, 2020	\$56,200.36
Total Disbursements:		\$110,221.86

Chief Pedersen thanked Chief Martin and QPA Ocicki for their assistance with the Tanker contract.

PUBLIC COMMENT (NON AGENDA)

None.

EXECUTIVE SESSION RESOLUTION 2020-21

Secretary Cseremsak moved and was seconded by Treasurer Lynch to enter executive session at 7:31 PM to discuss contract services. The motion passed.

ADJOURNMENT

Secretary Cseremsak moved and was seconded by Vice Chairman Burd to adjourn the meeting at 7:57 PM. The motion carried.

Respectfully submitted,



Sarah Ocicki
Purchasing Agent