

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING  
HOPEWELL TOWNSHIP FIRE DISTRICT NO.1  
THURSDAY, AUGUST 9, 2018**

The regular meeting of the Board of Fire Commissioners was held on August 9, 2018, 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 - Present  
Commissioner Kintzel - Absent

**PUBLIC COMMENT (AGENDA)**

None.

**NEW BUSINESS**

Resolution 2018-44 was read in its entirety by Secretary Cseremsak. It was moved by Treasurer Lynch and seconded by Vice-Chairman Burd. Treasurer Lynch requested to confirm that the resolution numbers were correct. Secretary Cseremsak asked to table to resolution until a discussion with the Board attorney could confirm that it is needed. The Board agreed to table the resolution.

Chief Martin reported on the 2019 Election changes. Chief Martin and the Board discussed the changes and the new requirements if the Board moves the annual election to the general election in November. Treasurer Lynch requested to read the law. Deputy Chief Pedersen and Deputy Chief Soganic also discussed cost savings and how the changes could affect voter turnout. Heather Varrasse reported that Hopewell Borough Fire District was considering moving their election. The Board requested to have a copy of the law sent to them for their review. The Board discussed holding the special meeting to release restricted funds for the sprinkler tank project before officially moving the election. The Board discussed the temporary budget and asked Chief Martin to confirm how long the Board is required to use a temporary budget.

**TREASURER'S REPORT**

Treasurer Lynch read the summary of the Bills and Claims dated August 9, 2018, and was seconded by Secretary Cseremsak. Treasurer Lynch reported on the notable bills. A roll call vote was held and the following amounts were authorized.

Bill List:		\$84,452.37
Payroll Ending:	August 4, 2018	\$57,446.22
Total Disbursements:		\$141,898.59

**HOPEWELL VALLEY EMERGENCY SERVICES UNIT REPORT**

The Board discussed the report provided by Chief Martin. The Board discussed the proposal provided by Rodgers Group, LLC, for vehicle analysis. Chairman Chipowsky indicated that he had requested that Chief Martin obtain additional proposals.

**UNION FIRE COMPANY AND RESCUE SQUAD REPORT**

Deputy Chief Kurt Pedersen reported on notable events, repairs to Engine 53, activities on a recent call, the need for new fire hose due to a change in NFPA guidelines, a recent stand-by at Station 33, radio programming and communications, the recently opened historic bridge on Valley Road in Titusville, updates on the tanker committee and marine unit committee, National Night Out, and newly qualified drivers. The Board discussed the purchase of the new tanker and asked if it was going to be purchased by a bid or off the HGAC contract. Chief Pedersen confirmed that the purchase would be made off the HGAC contract and said he would send the final quote to Purchasing Agent Ocicki. Chief Martin recommended that Chief Pedersen reach out to Purchasing Agent Ocicki to assist, and Chief Pedersen said he would wait until he had the final quote. Chief Martin asked the Board to consider purchasing the marine unit out of regular operating funds in the current year. The Board discussed setting an earlier purchasing cut-off and limiting purchases to ensure there is enough to purchase a marine unit before the end of the year. The Board asked about the purchasing procedure and confirmed that the project would not need to be bid if the quote came in under the bid threshold. Chief Martin recommended that the marine unit committee involve the Purchasing Agent right away because the Board would need to procure quotes.

**PENNINGTON FIRST AID SQUAD REPORT**

1st Assistant Captain Varrasse reported that attendance on calls was good, and the crew attended National Night Out.

**HOPEWELL FIRE DEPARTMENT AND EMU REPORT**

Board Clerk Varrasse reported on monthly calls, the upcoming wet-down for the new truck and other additions to the truck. Varrasse reported that the old truck would be on GovDeals beginning on September 7. Chairman Chipowsky reminded Chief Martin that the Board was due a portion of the proceeds from that sale and asked if there was any update with the sale of Pennington Fire Company’s ladder truck. No representative is available to respond.

**PENNINGTON FIRE COMPANY REPORT**

No representatives in attendance at meeting.

**PUBLIC COMMENT (NON AGENDA)**

Vice-Chairman Burd, other Board Members, and Deputy Chief Pedersen discussed the Trenton Water Works shutdown and preparations for the shutdown within the valley.

**EXECUTIVE SESSION RESOLUTION**

**RESOLUTION 2018-44**

**WHEREAS**, it is necessary for the board to discuss personnel matters; and

**WHEREAS**, N.J.S.A. 10:4-12 permits the board to conduct a meeting from which the public is excluded in order to discuss such matters; and

**WHEREAS**, the time when and circumstances under which discussion conducted in executive session may be disclosed to the public is when appropriate.

**NOW, THEREFORE, BE IT RESOLVED**, by the Commissioners of Fire District No. 1 in the Township of Hopewell, County of Mercer that the board shall forthwith conduct an executive session to discuss the above.

**BE IT FURTHER RESOLVED**, that the scope of the aforesaid executive session will be limited to the above matters as stated.

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

The Board entered Executive Session at 7:30 PM. No official action would be taken.

**ADJOURNMENT**

Treasurer Lynch motioned to adjourn the meeting and was seconded by Secretary Cseremsak at 8:26 PM. The motion carried.

Respectfully submitted,



Sarah Ocicki  
Purchasing Agent