

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING
HOPEWELL TOWNSHIP FIRE DISTRICT NO.1
UNION FIRE COMPANY AND RESCUE SQUAD**

THURSDAY, MARCH 22, 2012

CALL MEETING TO ORDER/STATEMENT OF PROPER NOTICE - Chairman Chipowsky called the meeting to order at 7:03 p.m. stating that the notice of the meeting had been posted on the municipal bulletin board and forwarded to the Hopewell Valley News and The Trenton Times, in accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975.

PLEDGE OF ALLEGIANCE AND SALUTE TO THE FLAG - Chairman Chipowsky led those in attendance in the Pledge of Allegiance to the flag.

ROLL CALL BY CHAIRMAN - Those answering the roll call of Chairman Chipowsky:

MEMBERS PRESENT: Chairman Chipowsky, Vice-Chairman Lenarski, Treasurer Cseremsak, Commissioner Kintzel (arrived 7:10 p.m.)

MEMBERS ABSENT: Secretary Orlandi

OTHERS PRESENT: Specialist Andrew Fosina, Specialist JD Moore, Specialist Joshua Wilson, Deputy Chief AnnMarie Soganic, Captain Kirk Schmitt, Assistant Captain Jack Ferrara, Assistant Captain John Muccioli, Deputy Chief Bryan Malkiewicz

MINUTES SUBMITTED FOR APPROVAL

FEBRUARY 23, 2012

Motion by Treasurer Cseremsak and seconded by Vice-Chairman Lenarski to approve the Regular and Executive Session Minutes.

DISCUSSION:

None

MOTION CARRIED

ABSENT: Secretary Orlandi, Commissioner Kintzel

ABSTAIN: None

MARCH 8, 2012

Motion by Treasurer Cseremsak and seconded by Chairman Chipowsky to approve the Regular session minutes.

DISCUSSION:

Vice-Chairman Lenarski reported he was unable to attend the meeting due to a requirement to attend a training class for his fire instructor certification for his volunteer fire company.

MOTION CARRIED

ABSENT: Secretary Orlandi, Commissioner Kintzel

ABSTAIN: Vice-Chairman Lenarski

PUBLIC COMMENT (AGENDA)

None

NEW BUSINESS

RESOLUTION 2012-18

**A RESOLUTION APPROVING THE CERTIFIED LIST OF ELIGIBLE VOLUNTEERS
FROM THE PENNINGTON FIRST AID SQUAD FOR THE LENGTH OF SERVICE
AWARD PROGRAM FOR THE CALENDAR YEAR 2011**

Copy of resolution and record of vote is attached

Motioned by Treasurer Cseremsak, seconded by Vice-Chairman Lenarski to adopt the resolution as read.

DISCUSSION:

Chief Martin reported that he would need the signed listing of eligible members that would be posted for 30 days at the Pennington First Aid Squad. Captain Schmitt indicated he had a few applications to process for LOSAP and would do so promptly. Vice-Chairman Lenarski reported that he would like the LOSAP Administrators to ensure that the membership rosters are evaluated frequently to ensure that inactive members are removed from the membership listing as far as LOSAP is concerned. Vice-Chairman Lenarski also reported that he was recently reviewing the minutes of the Pennington Borough Fire District and the LOSAP Administrator attends the Board meetings and he felt that would also be a good idea.

Chairman Chipowsky reported after Resolution 2012-18 had been passed that he would like to request the LOSAP Administrators and Chiefs/Captains of the organizations that the Township Fire District assists with funding a review of the LOSAP membership rosters indicating the

members that are inactive and to provide such listing by June 1, 2012. Chief Martin reported for the Board that it is his understanding that members who have left the volunteer service prior to vesting are not eligible to receive the accrued LOSAP funds and the funds can be returned to the Fire District.

MOTION CARRIED

ABSENT: Secretary Orlandi, Commissioner Kintzel

ABSTAIN: None

TREASURER’S REPORT

BILLS & CLAIMS

Summary read by Treasurer Cseremsak

BILLS & CLAIMS

Authorized cash disbursements requiring approval for payment of bills in the following amounts:

Bill List:		\$236,796.17
Payroll Ending:	March 10, 2012	\$26,397.29
Employer Pension Liability	January 1, 2012	\$156,867.00
Total Disbursements:		\$420,060.46

Motioned by Treasurer Cseremsak and seconded by Vice-Chairman Lenarski.

DISCUSSION:

Chief Martin advised the bill list included notable payments of the final workers compensation insurance installment payment, various insurance policy installment payments, quarter 1 payments to the Pennington First Aid Squad, Union Fire Company and Rescue Squad, Pennington Borough Fire District, and the Hopewell Borough Fire District. The annual debt payment for Rescue 51, and the contributions to the membership accounts for LOSAP for the Union Fire Company and Rescue Squad. Lastly Chief Martin reported that the bill list contained the annual employer pension liability payment for the Public Employees Pension System and the Police and Fire Pension System.

MOTION CARRIED

ABSENT: Secretary Orlandi

ABSTAIN: None

PUBLIC COMMENT (NON-AGENDA)

Captain Schmitt presented the Board with the Pennington First Aid Squad's most current call statics. Captain Schmitt reported that cracking has been discovered on Ambulance 151-1. The Ambulance will go out for repair and while the Ambulance is in for repair the Squad will only have 2 ambulances. Chief Martin reported that Deputy Chief Soganic would like to have a meeting of the EMS Chiefs. Captain Schmitt asked that Specialist Deron Williams set up the meeting. Deputy Chief Soganic expressed her appreciation for an emergency response to her place of employment located within Hopewell Township.

Chief Martin and Specialist JD Moore reported that Ambulance 153-2 has been sent to VCI Ambulances due to an apparent problem with the fuel injectors. This malfunction is similar to an event that occurred last year. Deputy Chief Soganic reported that she was operating the ambulance recently and was having power issues with the ambulance. Chairman Chipowsky reported his frustration with the on-going engine problems with the ambulance. Specialist JD Moore reported that mechanics have advised him that there are known problems with the motor.

Chief Martin reported that the newly executed IAFF Agreement has been sent to PERC. PERC is undergoing a change to a reporting requirement that is part of the submission to PERC so the report will be completed at a later date.

Chief Martin reported that Specialist Fosina provided a demonstration on how smoke detectors work for the Hopewell Elementary School Science Fair.

Chief Martin wanted to recognize Specialist JD Moore who received a letter of commendation for his hard work assisting with the affairs at the Union Fire Company and Rescue Squad. The letter was sent by President Peter Swanson. Chief Martin also expressed his appreciation to Specialist Moore.

Chief Martin reported the collective pricing agreement to be utilized to purchase SCBA units has completed attorney review and will be sent to the two Borough Boards.

Chief Martin and Treasurer Cseremsak are in the process of working through the retroactive payrolls that are part of the recently executed IAFF Agreement.

Chief Martin reported that the year ending 2011 audit exit conference had occurred and was attended by Chief Martin, Treasurer Cseremsak, and Commissioner Kintzel. Chief Martin reported there were no findings contained within the audit and he would present the audit and discussion only items at the next meeting. Treasurer Cseremsak reported he was pleased with the audit and expressed his thanks.

Chief Martin reported he had held a meeting with the water study consultants to go over the progress of the study and to prepare for a presentation to the community. Chairman Chipowsky asked when the study would be completed. Chief Martin reported that 2 months was a possibility.

ADJOURNMENT

At 7:22 p.m. an Executive Session Resolution motion by Commissioner Kintzel and seconded by Treasurer Cseremsak to enter Executive Session. Chairman Chipowsky indicated to the audience that the Board is expected to take official action after the completion of the Executive Session.

MOTION CARRIED

ABSENT: Secretary Orlandi

ABSTAIN: None

RE-OPEN OPEN SESSION

At 7:34 p.m. Chairman Chipowsky re-opened the public portion of the meeting.

RESOLUTION 2012-19

**A RESOLUTION AUTHORIZING THE CHAIRMAN TO OFFER EMPLOYMENT TO
A MRS. SARAH OCICKI AND EXECUTE AN EMPLOYMENT AGREEMENT FOR
THE POSITION OF ADMINISTRATIVE ASSISTANT**

Copy of resolution and record of vote is attached

Motioned by Treasurer Cseremsak, seconded by Commissioner Kintzel to adopt the resolution as read.

DISCUSSION:

None

MOTION CARRIED

ABSENT: Secretary Orlandi

ABSTAIN: None

ADJOURNMENT

At 7:36 p.m. Chairman Chipowsky asked if anyone had any matters to bring before the Board before adjournment and there were none. A motion by Commissioner Kintzel and seconded by Treasurer Cseremsak to adjourn the meeting.

MOTION CARRIED

ABSENT: Secretary Orlandi

ABSTAIN: None

Respectfully submitted,

A handwritten signature in black ink, consisting of the letters 'MGM' in a stylized, cursive font.

Matthew Martin
Chief of Emergency Services

**BOARD OF FIRE COMMISSIONERS
HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1**

RESOLUTION 2012-18

**A RESOLUTION APPROVING THE CERTIFIED LIST OF ELIGIBLE VOLUNTEERS FROM
THE PENNINGTON FIRST AID SQUAD FOR THE LENGTH OF SERVICE AWARD
PROGRAM FOR THE CALENDAR YEAR 2011**

WHEREAS, the board is in receipt of a certified list of eligible volunteers from the Pennington First Aid Squad for the Length of Service Award Program (LOSAP) for the calendar year 2011; and,

WHEREAS, the board finds the list acceptable and approves the list to be posted for thirty days; and,

WHEREAS, after the 30-day posting, contributions shall be deposited in the LOSAP accounts for the eligible volunteers.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of Fire District No. 1 in the Township of Hopewell, County of Mercer that the certified list of eligible volunteers from the Pennington First Aid Squad for the Length of Service Award Program for the calendar year 2011 is acceptable and approved; and,

BE IT FURTHER RESOLVED that the approved list be posted at the Pennington First Aid Squad for thirty days; after such time, the individual volunteer accounts shall be funded as indicated on the approved list.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Cseremsak	X		X			
Kintzel						X
Lenarski		X	X			
Orlandi						X
Chipowsky			X			

Joseph M. Lenarski

~~Mrs. Cindy Orlandi, Secretary~~

JOSEPH M. LENARSKI, VICE CHAIRMAN

A CERTIFIED COPY

Thursday, March 22, 2012

**BOARD OF FIRE COMMISSIONERS
HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1**

RESOLUTION 2012-19

**A RESOLUTION AUTHORIZING THE CHAIRMAN TO OFFER EMPLOYMENT TO A MRS.
SARAH OCICKI AND EXECUTE AN EMPLOYMENT AGREEMENT FOR THE POSITION
OF ADMINISTRATIVE ASSISTANT**

WHEREAS, a vacancy exists for the position of Administrative Assistant; and,

WHEREAS, the Board of Fire Commissioners had conducted an extensive applicant hiring process;
and,

WHEREAS, Mrs. Sarah Ocicki of 54A Grady Road Hamilton, New Jersey 08610 has been selected by
the Board to fill the vacancy for the position of Administrative Assistant.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of Fire District No. 1 in the
Township of Hopewell, County of Mercer hereby authorizes the Chairman to offer employment to Mrs.
Sarah Ocicki and authorizes the Chairman to execute an employment agreement.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Cseremsak	X		X			
Kintzel		X	X			
Lenarski			X			
Orlandi						X
Chipowsky			X			

Joseph M. Lenarski

~~Mrs. Cindy Orlandi, Secretary~~

JOSEPH M. LENARSKI, VICE CHAIRMAN

A CERTIFIED COPY

Thursday, March 22, 2012

**BOARD OF FIRE COMMISSIONERS
HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1**

RESOLUTION

EXECUTIVE SESSION

WHEREAS, it is necessary for the board to discuss real estate, sensitive public safety, legal, contract negotiations and/or 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

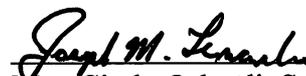
WHEREAS, the time when and circumstances under which discussion conducted in executive session may be disclosed to the public is when appropriate.

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.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Cseremsak		X	X			
Kintzel	X		X			
Lenarski			X			
Orlandi						X
Chipowsky			X			


~~Mrs. Cindy Orlandi, Secretary~~

A CERTIFIED COPY

March 22, 2012