

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING  
HOPEWELL TOWNSHIP FIRE DISTRICT NO.1  
HOPEWELL TOWNSHIP MUNICIPAL SERVICES BUILDING**

**THURSDAY, APRIL 12, 2012**

**CALL MEETING TO ORDER/STATEMENT OF PROPER NOTICE** - Chairman Chipowsky called the meeting to order at 7:02 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.

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

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

**MEMBERS PRESENT:** Chairman Chipowsky, Vice-Chairman Lenarski, Secretary Orlandi, Commissioner Kintzel

**MEMBERS ABSENT:** Treasurer Cseremsak

**OTHERS PRESENT:** Chief Erick Burd, Captain Kirk Schmitt

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**MINUTES SUBMITTED FOR APPROVAL**

None

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**PUBLIC COMMENT (AGENDA)**

None

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**NEW BUSINESS**

**RESOLUTION 2012-20**

**A RESOLUTION CERTIFYING THE REVIEW OF THE ANNUAL REPORT OF AUDIT  
FOR THE YEAR ENDED DECEMBER 31, 2011**

*Copy of resolution and record of vote is attached*

*Motioned by Commissioner Kintzel, seconded by Vice-Chairman Lenarski to adopt the resolution as read.*

**DISCUSSION:**

Chief Martin asked the Board Members to sign the Group Affidavit Form. Chief Martin reported that the submissions of the audit and audit advertisements have been completed. Additionally, the audit has been placed on the district web-site. Chief Martin reported that the LOSAP review (Union Fire Company and Rescue Squad) has been completed. Chief Martin was pleased to report that there were only discussion only items to discuss from the audit and there were no reported findings. Chief Martin reported that copies of the exit conference report were present at the meeting and could also be electronically mailed out upon request. Chief martin expressed his appreciation for all that went into the budget/audit process.

**MOTION CARRIED**

**ABSENT:** Treasurer Cseremsak

**ABSTAIN:** None

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**TREASURER’S REPORT**

**BILLS & CLAIMS**

Summary read by Commissioner Kintzel

**BILLS & CLAIMS**

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

Bill List:		\$117,586.63
Payroll Ending:	March 24, 2012	\$32,067.63
Payroll Ending:	April 7, 2012	\$30,410.50
DCRP Ending:	April 7, 2012	\$7.84
Total Disbursements:		\$180,072.60

*Motioned by Commissioner Kintzel and seconded by Vice-Chairman Lenarski .*

**DISCUSSION:**

Chief Martin reported on notable payments made as part of the bill list. Chief Martin answered a question from a Board Member on the amount of a quarterly payment for fire hydrant fees.

**MOTION CARRIED**

**ABSENT:** Treasurer Cseremsak

**ABSTAIN:** None

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### **CHIEF OF EMERGENCY SERVICES REPORT**

Chief Martin reported that the audit was completed and before the Board. Chief Martin reported that he had met with an Investigator from the Local Finance Board (LFB) who is following up on the Boards application to borrow funds for the SCBA units and the radios. Chief Martin provided details of the meeting with the Investigator and also thanked Commissioner Kintzel for his assistance with some questions the Investigator had. Chief Martin reported that it was the consensus of the Investigator and the Boards Bond Attorney to hold the application for the Local Finance Board until after the SCBA bids have been received to determine per-unit pricing. There is a possibility of this occurring for the May LFB meeting. Chief Martin reported that the Boards Bond Attorney is currently seeking complete quotes from 2 other financial institutions to see if they are interested in providing the loan for the SCBA units and the radios. Chief Martin reported that the new Administrative Assistant is expected to begin work on April 23, 2012. Chief Martin reported that he held a training session/staff meeting for the full time employees of the Hopewell Valley Emergency Services Unit. Chief Martin reported that at one time all 3 of the Districts ambulances were out of service for mechanical reasons. Chief Martin expressed concern over the situation of the mechanical problems facing the ambulance fleet and felt he was unable to borrow an ambulance from another Hopewell Valley Squad because they are not State licensed. The Board asked Chief Martin to determine if the State's position remained the same about borrowing ambulances at this time. Chief Martin was also advised by Vice-Chairman Lenarski that it would be a good idea not to loan out ambulance 159-1 to other agencies since it was showing its age. Chief Martin reported that the narrow banding testing had occurred and the radio committee is meeting in May, and a report will follow. Chief Martin reported that the County Radio Grant (FEMA FIRE ACT) had been awarded but the funding budget was trimmed. Chief Burd advised that Congressman Smith (NJ) had advocated on behalf of the grant and the funding had actually been increased. Captain Schmitt asked if emergency medical services were part of the grant but an answer was not known. Chief Martin reported that his office had taken part in a joint agency fire investigation of a house fire that had occurred on Pennington Road in Hopewell Township. Chief Martin reported that Deputy Chief Kreamer of the Pennington Fire Company had utilized a fire extinguishing grenade upon his arrival that may have slowed the advance of the fire. Chief Martin expressed his thanks to the Pennington Fire Company and all the Hopewell Valley responders and mutual aid companies that mitigated the emergency and rescued many animals. Chief Martin reported that he had been copied on an email between Chief Burd the Township Mayor and a representative of the Jersey Central Power and Light Company (JCP&L) regarding a delayed response to shut off power resulting in the Union Fire Company and Rescue Squad having to remain at an emergency scene for a longer than expected period of time. Chief Martin reported that as a part of the email discussion a member of the Township Committee had emailed to ask if the the Board would consider charge backs for emergency responses. The Board discussed charge backs briefly and it was determined that any charge backs would require the Boards Attorney and the Township Attorney to work jointly to determine the fee schedule in compliance with law. Chief Martin advised the Board that he would forward the email from the Committee Member for their review.

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### **CHIEF OF UNION FIRE COMPANY REPORT**

Chief Burd followed up on the email regarding the JCP&L response. Chief Burd reported that he had attended the post Hurricane Irene meetings held by JCP&L so he had a contact to email. Chief Burd was frustrated that the power companies response took as long as it did. Chief Burd reported on the calls for service for the Union Fire Company and Rescue Squad. Chief Burd advised that a live fire training exercise was scheduled and that the Mercer County Foam Truck was in-service. Chief Burd advised that the members attending FireFighter 1 training are progressing nicely. Lastly Chief Burd and the Board had a lengthy discussion regarding the current status of the mechanical problems plaguing the ambulance fleet and his intention to replace an ambulance as soon as possible. The Board and Chief Burd discussed the matter in detail and Chief Burd along with Deputy Chief Soganic where asked to report back to the Board.

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### **PUBLIC COMMENT (NON-AGENDA)**

Captain Schmitt presented the Board with the Pennington First Aid Squad's most current call statistics.

Captain Schmitt addressed the Board to discuss a possible appeal by a member of the Pennington First Aid Squad. Captain Schmitt provided the Board with a letter from the Pennington First Aid Squad providing support of the possible appeal. Captain Schmitt explained that the appeal centered on Section G of the 2008 LOSAP revisions titled Unpaid Instructors and Aids. The Pennington First Aid Squad has applied the interoperation of the 2008 LOSAP revisions that were discussed with the Board at the February 23, 2012 Hopewell Township Fire District No.1 Meeting. The member who has contested the interoperation by the Pennington First Aid Squad taught CPR courses outside of the Pennington First Aid Squad building. Captain Schmitt advised the Board that he has not been advised that an appeal has been received in accordance with N.J.A.C. 5:30-14.11 but he and the Squad would like to settle the matter in a manner agreeable to all parties. If the Board would like to recognize a change in the interpretation of Section G of the 2008 LOSAP revisions titled Unpaid Instructors and Aids he and the Squad would not oppose the change. Chairman Chipowsky advised that the Board will look into the matter.

Captain Schmitt, Chief Martin, and the Board discussed the possible loaning of Pennington First Aid Squad ambulances to the Hopewell Township Fire District No.1 if a need where to arise. A discussion occurred on the possibility that loaning the ambulances may not be permitted since the Hopewell Township Fire District No.1 operates an ambulance system licensed by the NJ Department of Health and the Pennington First Aid Squad is not licensed by the NJ Department of Health. Captain Schmitt wanted the Board to know that if the loan of an ambulance where permitted the Pennington First Aid Squad would happily do so.

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**EXECUTIVE SESSION RESOLUTION**

Chairman Chipowsky advised that the Open Session of the meeting would continue after the Executive Session but he did not feel official action would take place.

Motion by Vice-Chairman Lenarski and seconded by Commissioner Kintzel to discuss personal matters in Executive Session at 7:49 PM.

**MOTION UNANIMOUSLY CARRIED**

**ADJOURNMENT**

At 8:02 PM the Board entered Open Session. Commissioner Kintzel questioned the Board and Chief Martin if Secretary Orlandi had the opportunity to meet with a consultant to discuss public relations. Chief Martin and Secretary Orlandi advised that they had not been able to schedule the meeting.

Motion by Vice-Chairman Lenarski and seconded by Commissioner Kintzel to adjourn the meeting at 8:02 PM.

**MOTION UNANIMOUSLY CARRIED**

Respectfully submitted,



Matthew Martin  
Chief of Emergency Services