

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

THURSDAY, OCTOBER 25, 2012

CALL MEETING TO ORDER/STATEMENT OF PROPER NOTICE - Chairman Chipowsky called the meeting to order at 7:00 PM 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

MEMBERS ABSENT:

Secretary Orlandi

OFFICERS PRESENT:

Captain Schmitt (PFAS), Second Assistant Captain Ferrara (PFAS)

PROFESSIONALS:

None

MINUTES SUBMITTED FOR APPROVAL

Motion by Treasurer Cseremsak, seconded by Vice-Chairman Lenarski to accept the regular and executive session minutes from August 23, 2012 as presented.

MOTION UNANIMOUSLY CARRIED

PUBLIC COMMENT (AGENDA)

None

NEW BUSINESS

RESOLUTION 2012-41

**A RESOLUTION AUTHORIZING A NON FAIR AND OPEN CONTRACT WITH
MCMANIMON, SCOTLAND, AND BAUMANN, LLC CERTAIN LEGAL SERVICES
ADOPTED BY THE BOARD OF COMMISSIONERS OF FIRE DISTRICT NO.1 IN THE
TOWNSHIP OF HOPEWELL, IN THE COUNTY OF MERCER, NEW JERSEY**

Copy of resolution and record of vote is attached

DISCUSSION:

None

MOTION CARRIED

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:		\$7,909.19
Payroll Ending:	October 20, 2012	\$28,668.21
DCRP Ending:		
Total Disbursements:		\$36,577.40

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

DISCUSSION:

Chief Martin reported on notable payments made as part of the bill list. Chief Martin answered questions on the bill list.

MOTION CARRIED

OFFICERS REPORTS

Chief Martin reported on the following: staff attendance at a live burn with Station 52 and Station 53, new hire testing, attendance at a Hopewell Valley EMS Chiefs meeting, attendance at a Hopewell Valley Regional School District Safety Committee meeting, and tire replacement on Engine 53. Chief Martin also reported that he had forwarded the EMS LOSAP changes for a legal review. A resolution would be presented at the next regular meeting to purchase the self contained breathing apparatus. A Hopewell Valley Office of Emergency Management meeting would occur on October 26, 2012 to prepare for the possibility of a hurricane. Chief Martin answered questions on his report.

PUBLIC COMMENT (NON-AGENDA)

Captain Schmitt representing the Pennington First Aid Squad provided the squad’s most recent calls for service statistics.

BUDGET WORK SESSION

Chairman Chipowsky opened the budget work session for the Hopewell Valley Emergency Services Unit.

Chief Martin explained the 2013 budget request to the Board. The Board and Chief Martin discussed the budget request.

The Board discussed the status of the existing tanker truck from Station 52 that will be replaced shortly.

ADJOURNMENT

Motion by Treasurer Cseremsak and seconded by Commissioner Kintzel to adjourn the meeting at 7:24 PM.

MOTION CARRIED

Respectfully submitted,



Matthew Martin
Chief of Emergency Services

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

RESOLUTION 2012-41

**A RESOLUTION AUTHORIZING A NON FAIR AND OPEN CONTRACT WITH
MCMANIMON, SCOTLAND, AND BAUMANN, LLC CERTAIN LEGAL
SERVICES ADOPTED BY THE BOARD OF COMMISSIONERS OF FIRE
DISTRICT NO.1 IN THE TOWNSHIP OF HOPEWELL, IN THE COUNTY OF
MERCER, NEW JERSEY**

WHEREAS, there exists a need for specialized legal services in connection with the authorization and the issuance of bonds of the Board of Commissioners of Fire District No.1 in the Township of Hopewell, in the County of Mercer, New Jersey (the Board) including the review of such procedures and the rendering of approving legal opinions acceptable to the financial community; and

WHEREAS, such legal services can be provided only be a recognized Bond Counsel firm, and the law firm of McManimon, Scotland & Baumann, L.L.C., Roseland, New Jersey is so recognized by the financial community; and

WHEREAS, funds are or will be available for this purpose; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires a resolution authorizing the award of contracts for "Professional Services" without competitive bids, and that the contract itself shall be made available for public inspection, and any contract in excess of \$17,500.00 is subject to the requirements of the New Jersey Pay to Play regulations; and

WHEREAS, the Board has determined that the value of this contract and a prior contract will exceed \$17,500.00; and

WHEREAS, McManimon, Scotland, and Baumann, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that McManimon, Scotland, and Baumann, LLC has not made any reportable contributions to a political or candidate committee in the Hopewell Township Fire District No.1, Board of Fire Commissioners in the previous year, and that the contract will prohibit McManimon, Scotland, and Baumann, LLC from making any reportable contributions through the term of the contract.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners of Hopewell Township Fire District No. 1 authorizes a Non Fair and Open contract and appoints McManimon, Scotland, and Baumann, LLC to provide bond attorney services awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(a) and the New Jersey Pay to Play Regulations; and

BE IT FURTHER RESOLVED, that the contract with McManimon, Scotland, and Baumann, LLC shall not exceed \$15,000.000 for the term October 25, 2012 until December 15, 2013, and be available for public inspection in the office of the Chief of Emergency Services; and

BE IT FURTHER RESOLVED, notice in accordance with the Local Public Contracts Law of New Jersey shall be published in The Trenton Times and The Hopewell Valley News.

RECORD OF BOARD VOTE ON PASSAGE

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

Joseph M. Lenarski

~~Mrs. Cindy Orlandi, Secretary~~

JOSEPH M. LENARSKI, VICE CHAIRMAN

A CERTIFIED COPY

10/25/12



HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1

Board of Fire Commissioners

Mercer County

201 Washington Crossing-Pennington Road
Titusville, New Jersey 08560-1410

Certification of Estimated Contract Award Amount

Pursuant to P.L. 2004, c.19, the Commissioners of Fire District No. 1 in the Township of Hopewell, County of Mercer anticipates that the following non-fair and open contract award will be in excess of \$17,500:

Business Entity Name: McManimon, Scotland, & Baumann

Contracted Item or Service: Bond Attorney Services

Estimated Contract Award: \$15,000.00

Term of Contract: 10/25/12 to 12/15/13

I, Matthew G. Martin, certify that the above non-fair and open contract to be considered by the Commissioners of Fire District No. 1 in the Township of Hopewell, County of Mercer is anticipated to exceed \$17,500. The estimated contract award amount is based on the value of the full contract life, and not the amount spent annually.

Matthew G. Martin, Chief of Emergency Services

October 11, 2012

Direct Dial 973-622-5264

Via Federal Express

Matthew Martin, Chief of Emergency Services
Hopewell Township Fire District No. 1
201 Washington Crossing-Pennington Road
Titusville, NJ 08560

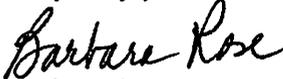
Re: C.271 Political Contribution Disclosure Form

Dear Mr. Martin:

Pursuant to your request, enclosed please find the executed C.271 Political Contribution Disclosure Form

If there is anything else you require for McManimon, Scotland & Baumann, LLC's appointment, kindly contact the undersigned.

Very truly yours,



Barbara Rose

Legal Professional Assistant to:

Ronald J. Ianoale, Esq.

C. Anthony Solimine, Esq.

Teresa F. Anderson, Paralegal

/bjr
Enclosure

STOCKHOLDER DISCLOSURE CERTIFICATION

Name of Business:

I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

OR

I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business organization:

Partnership

Corporation

Sole Proprietorship

Limited Partnership

Limited Liability Company

Limited Liability Partnership

Subchapter S Corporation

Sign and notarize the form below, and, if necessary, complete the stockholder list below.

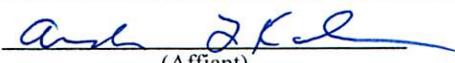
Stockholders:

Name: Edward J. McManimon, III Home Address: 115 Laning Avenue Pennington, NJ 08534	Name: Glenn F. Scotland Home Address: 95 Central Avenue Montclair, NJ 07042
Name: Andrea L. Kahn Home Address: 7 Blythewood Court North Brunswick, NJ 08902	Name: Joseph P. Baumann, Jr. Home Address: 123 Central Avenue Madison, NJ 07940
Name: Home Address:	Name: Home Address:

Subscribed and sworn before me this ___ day of October, 2012.

(Notary Public)

My Commission expires:


(Affiant)

Andrea L. Kahn
(Print name & title of affiant)

(Corporate Seal)

BUSINESS ENTITY DISCLOSURE CERTIFICATION

FOR NON-FAIR AND OPEN CONTRACTS

Required Pursuant To N.J.S.A. 19:44A-20.8

HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1

Part I – Vendor Affirmation

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that McManimon, Scotland & Baumann, LLC has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one year period preceding *January 1, 2010 through December 31, 2010* to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the *Hopewell Township Fire District No. 1* as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

Michael Chipowsky, Chairman	
Joseph Lenarski, Vice Chairman	
Michael Cseremsak, Treasurer	
Cindy Orlandi, Secretary	
Donald Kintzel, Commissioner	

Part II – Ownership Disclosure Certification

I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

Name of Stock or Shareholder	Home Address
Edward J. McManimon, III	115 Laning Avenue, Pennington, NJ 08534
Glenn F. Scotland	95 Central Avenue, Montclair, NJ 07042
Joseph P. Baumann, Jr.	123 Central Avenue, Madison, NJ 07940
Andrea L. Kahn	7 Blythewood Court, North Brunswick NJ 08902

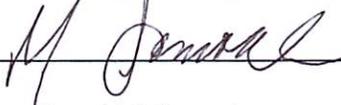
Check the box that represents the type of business entity:

- Partnership Corporation Sole Proprietorship Subchapter S Corporation
 Limited Partnership Limited Liability Corporation Limited Liability Company

Part 3 – Signature and Attestation:

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

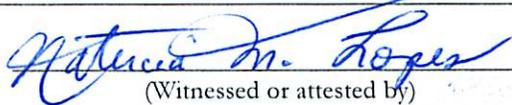
Name of Business Entity: McManimon, Scotland & Baumann, LLC

Signature of Affiant:  Title: Member

Printed Name of Affiant: Ronald J. Ianoale Date: October 4, 2012

Subscribed and sworn before me this 4 day of October, 2012.

My Commission expires:


(Witnessed or attested by)

(Seal)

NATERCIA M. LOPES
A Notary Public of New Jersey
My Commission Expires June 25, 2014