

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

THURSDAY, DECEMBER 27, 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, Secretary Kintzel, Commissioner Lynch

MEMBERS ABSENT:

None

OFFICERS PRESENT:

Captain Schmitt (151), Assistant Captain Muccioli (151), Deputy Chief EMS Soganic (153), Chief Matthew Martin (50/159)

PROFESSIONALS:

None

MINUTES SUBMITTED FOR APPROVAL

None

PUBLIC COMMENT (AGENDA)

None

NEW BUSINESS

Chief Martin reported that the officer's reports had been removed from the agenda to allow for the shortened meeting. Chief Martin reported that the Fire District's insurance coverage is ready to begin with the First Responders Joint Insurance Fund. Chief Martin also reported that the new self contained breathing apparatus units had been delivered. The adapters to hold the units for some of the fire apparatus will need to be changed before the units can go into service. Chief Martin answered questions on the adapters.

RESOLUTION NO. 2012-49

**A RESOLUTION AUTHORIZING THE BOARD OF FIRE COMMISSIONERS OF
HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1 TO EXECUTE A SHARED
SERVICES AGREEMENT WITH THE BOARD OF FIRE COMMISSIONERS OF
HOPEWELL BOROUGH FIRE DISTRICT NO.1**

Copy of resolution and record of vote is attached

DISCUSSION:

None

MOTION CARRIED

RESOLUTION NO. 2012-50

**RESOLUTION AUTHORIZING SUBMISSION OF THREE PROPOSALS TO THE
LEGALLY QUALIFIED VOTERS OF THE FIRE DISTRICT AT ITS ANNUAL FIRE
DISTRICT ELECTION SCHEDULED FOR FEBRUARY 16, 2013**

Copy of resolution and record of vote is attached

DISCUSSION:

None

MOTION CARRIED

RESOLUTION 2012-51

**A RESOLUTION AUTHORIZING THE BOARD OF FIRE COMMISSIONERS OF
HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1 TO PASS A TEMPORARY BUDGET
FOR THE YEAR 2013**

Copy of resolution and record of vote is attached

DISCUSSION:

None

MOTION CARRIED

RESOLUTION 2012-52

A RESOLUTION AUTHORIZING THE BOARD OF FIRE COMMISSIONERS OF FIRE DISTRICT NO.1 OF THE TOWNSHIP OF HOPEWELL TO EXECUTE A SHARED SERVICES AGREEMENT WITH THE TOWNSHIP OF HOPEWELL

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:		\$190,015.53
Payroll Ending:	December 15, 2012	\$31,151.66
DCRP Ending:		
Total Disbursements:		\$221,167.19

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 including the annual cascade service for Station 53, annual fire pump testing, Hopewell Borough Fire District payment #4, annual AED service, Hurst adapters for Station 53, radios for Squad 151, Pennington Borough Fire District payment #4, Pennington First Aid Squad payment #4, generator rental at Station 53, front tires for ambulance 153-2, Union Fire Company and Rescue Squad payment #4, and the membership reimbursement for expenses payment for the Union Fire Company and Rescue Squad.

MOTION CARRIED

PUBLIC COMMENT (NON-AGENDA)

Captain Schmitt representing the Pennington First Aid Squad provided the squad's most recent calls for service statistics. The Board and Captain Schmitt discussed the calls for service. Captain Schmitt reported on a joint meeting with the other squads and fire companies.

Chairman Chipowsky reported that the replacement tanker truck for Station 52 will be delivered and the Township Board holds the first right of refusal on the existing tanker truck. Chairman Chipowsky wanted to discuss if the existing tanker truck should be maintained in service in light of the findings of the Water Study. The Board and Chief Martin discussed the truck and if it would be in a condition to remain in service. The Board also discussed the Water Study findings. The Board reported it was interested in keeping the truck in service. Chairman Chipowsky advised that he will discuss the matter with the Chief of Station 52.

Chairman Chipowsky asked if there was a need for an Executive Session. The Board did not enter into an Executive Session.

Chief Martin reported that he was working on scheduling the joint meeting of the Hopewell Township Fire District, the Pennington Borough Fire District, and the Hopewell Borough Fire District. The meeting is scheduled for January 24, 2013. Chief Martin reported that members of the newly formed group of officers from the fire companies and first aid squads are planning to attend the joint board meeting.

Commissioner Lynch reported that he has continued to look into emergency medical services billing for calls and has begun assembling documents for information gathering. Chairman Chipowsky reported that in the new year a committee will be formed to look into emergency medical services billing.

Chairman Chipowsky wished everyone a happy holiday and a happy new year.

Vice-Chairman Lenarski thanked members of the Hopewell Valley Uniformed Fire Fighters Association for taking part in a clothing drive. Vice-Chairman Lenarski also expressed his appreciation to Deputy Chief Soganic for the support provided by the Union Fire Company and Rescue Squad on Christmas Day for the annual crossing of the Delaware River.

ADJOURNMENT

Motion by Treasurer Cseremsak and seconded by Secretary Kintzel to adjourn the meeting at 7:20 PM.

MOTION CARRIED

Respectfully submitted,



Matthew Martin

Chief of Emergency Services

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

RESOLUTION NO. 2012-49

**A RESOLUTION AUTHORIZING THE BOARD OF FIRE COMMISSIONERS
OF HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1 TO EXECUTE A SHARED
SERVICES AGREEMENT WITH THE BOARD OF FIRE COMMISSIONERS
OF HOPEWELL BOROUGH FIRE DISTRICT NO.1**

WHEREAS, the Board of Fire Commissioners of Hopewell Borough Fire District No. 1 (“Borough Board”), is responsible for fire inspection services pursuant to the Uniform Fire Safety Act (N.J.S.A. 52:27D-195 et. seq.) (“The Fire Safety Act”); and

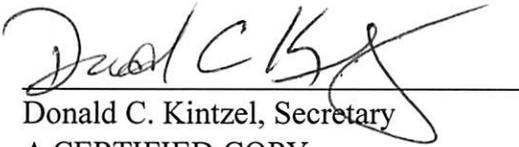
WHEREAS, pursuant to the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1 et. seq.), the Borough Board desires to contract with the Board of Fire Commissioners of Hopewell Township Fire District No. 1 (“Township Board”) for the provision of fire inspection services and other certain services required by The Fire Safety Act; and

WHEREAS, the Township Board and the Borough Board are both “local units,” and the fire inspection services and other certain services required by The Fire Safety Act are “shared services” within the meaning of N.J.S.A. 40A:65-3.

NOW, THEREFORE, BE IT RESOLVED, that the Chairman of the Township Board is authorized and directed to execute a Shared Services Agreement between the Township Board and the Borough Board, pursuant to N.J.S.A. 40A:65-5, for the provision of fire inspection services and other certain services required by The Fire Safety Act, substantially in the form annexed hereto (the "Agreement").

RECORD OF BOARD VOTE ON PASSAGE

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



Donald C. Kintzel, Secretary
A CERTIFIED COPY

December 27, 2012

EXTRACT from the minutes of a regular meeting of the Commissioners of Fire District No. 1 in the Township of Hopewell in the County of Mercer, New Jersey held at the offices of the Fire Commissioners on December 27, 2012 at 7 p.m.

PRESENT: KINTZEL, LYNCH, LENANSKI, CSEREMSAK
CHIPOWSKY

ABSENT: NICKI

CSEREMSAK introduced and moved the adoption of the following resolution, and LYNCH seconded the motion:

RESOLUTION AUTHORIZING SUBMISSION OF THREE PROPOSALS TO THE LEGALLY QUALIFIED VOTERS OF THE FIRE DISTRICT AT ITS ANNUAL FIRE DISTRICT ELECTION SCHEDULED FOR FEBRUARY 16, 2013

WHEREAS, the Commissioners of Fire District No. 1 in the Township of Hopewell in the County of Mercer, New Jersey (the "Commissioners" when referring to the governing body, and the "Fire District" when referring to the legal entity and the territorial boundaries governed by the Fire Commissioners) is authorized to undertake the purchase of land, the construction of new facilities, and the acquisition of various equipment for the purpose of providing fire protection services for the Township of Hopewell; and

WHEREAS, the Commissioners, along with the election of two fire commissioners and approval of a tax levy for its 2013 budget, want to acquire an ambulance (the "Project") through the issuance of bonds or a lease purchase agreement; and

WHEREAS, the Commissioners are authorized to finance the Project through the issuance of Fire District bonds or a lease purchase agreement after first submitting a proposal to the voters of the Township of Hopewell seeking their approval; and

WHEREAS, the Commissioners want to submit a *Proposal* at the annual Fire District election of February 16, 2013 to determine if the voters of the Township of Hopewell will authorize the issuance of Fire District bonds or a lease purchase agreement to finance the Project;

BE IT RESOLVED BY THE COMMISSIONERS OF FIRE DISTRICT NO. 1 IN THE TOWNSHIP OF HOPEWELL IN THE COUNTY OF MERCER, NEW JERSEY AS FOLLOWS:

1. That at the February 16, 2013 Fire District annual election, in conjunction with the submission of the annual budget and election of a fire commissioner, the Fire Commissioners are hereby authorized to determine if the voters of the Township of Hopewell will authorize *Proposal III* to issue Fire District bonds or enter into a lease purchase agreement to finance the Project.

2. That the Commissioners are hereby authorized to advertise in the *Hopewell Valley News* or the *Trenton Times* the *Notice to Persons Wanting Mail-In Ballots* at least 50 days in advance of the annual Fire District election.

3. That the Secretary of the Commissioners is hereby directed to post at least ten days before the date of the annual Fire District election a copy of the *Notice of Annual Election* as set forth herein at each of the following public places in the Fire District, namely:

1. Hopewell Township Municipal Building
2. Union Fire Company and Rescue Squad
3. Titusville Post Office
4. Mercer County Library
5. Pennington Post Office *
6. Pennington Quality Market
7. Shop Rite of Pennington
8. Stop and Shop Supermarket
9. Hopewell Post Office*
10. Pennington Fire Company*
11. Pennington First Aid Squad *
12. Hopewell Borough Fire Department and Emergency Medical Unit*

(*indicates the physical location is not within Hopewell Township but one of the Boroughs. These locations do serve Township residents).

4. That the Secretary for the Commissioners is further directed to cause the following *Notice of Annual Election* to be published once at least ten days prior to the annual Fire District election in the *Hopewell Valley News* or the *Trenton Times*, newspapers having the qualifications required by N.J.S.A. 40A:14-85.

5. That the *Notice of Annual Election* shall be substantially in the following form, which shall include the three *Proposals*, as set forth herein and shall be submitted to the voters at the annual Fire District election. The hours of opening and closing of the polls shall be as stated in the *Notice of Annual Election* and the polling places and the polling districts therein stated and described are hereby confirmed and established:

NOTICE OF ANNUAL FIRE DISTRICT ELECTION OF THE FIRE COMMISSIONERS OF FIRE DISTRICT NO. 1 IN THE TOWNSHIP OF HOPEWELL IN THE COUNTY OF MERCER, NEW JERSEY

NOTICE IS HEREBY GIVEN to the legal voters of the Commissioners of Fire District No. 1 in the Township of Hopewell, in the County of Mercer, New Jersey that at the annual Fire District election the legal voters of the Fire District will be asked to vote on three proposals: (i) election of two fire commissioners; (ii) approval of a tax levy for the 2013 budget; and (iii) approval to authorize the issuance of bonds or enter into a lease purchase agreement. The annual Fire District election will be held on February 16, 2013 beginning at 2:00 p.m.

The polls will remain open until 9:00 p.m. and as much longer as may be necessary to permit all the legal voters then present to vote and to cast their ballots. The election will be held and all the legal voters of the Fire District will vote on the following three *Proposals* at the respective polling places stated below:

PROPOSAL I—SELECTION OF FIRE COMMISSIONER

For membership to Fire Commissioners:

Full Term:

Vote for Two

PROPOSAL II—2013 BUDGET TAX LEVY

Shall the 2013 annual budget for the Commissioners of Fire District No. 1 in the Township of Hopewell in the County of Mercer, New Jersey be approved in the sum of \$3,256,262.00, of which \$2,971,123.00 will be raised by taxation?

PROPOSAL III—FIRE DISTRICT BONDS/LEASE PURCHASE

Shall the Commissioners of Fire District No. 1 in the Township of Hopewell in the County of Mercer, New Jersey be authorized to purchase an ambulance and to issue bonds of the Fire District or enter into a lease purchase agreement in the principal amount of \$175,000 for such purpose?

The polling place for the annual Fire District election shall be the Hopewell Township Municipal Building, 201 Washington Crossing-Pennington Rd., Titusville, New Jersey.

Dated: _____, 2013

Mr. Donald C. Kintzel, Secretary
By Order of the Commissioners of
Fire District No. 1 in the Township of Hopewell
County of Mercer, New Jersey

6. The Fire Commissioners hereby approve the form of the *Proposals* set forth in the *Notice of Election* and, subject to the approval of the legal voters of the Fire District, hereby determine to carry out the same.

7. The Secretary for the Fire Commissioners is hereby directed to do all things necessary, pursuant to N.J.S.A. 40A:14-70 et seq., to prepare and conduct the annual Fire District election.

The foregoing resolution was adopted by the following vote:

AYES: CEREMSAK, KNITZEL, LENANSKI, LYNCH, OHPAUSKY

NAYS: NONE

Daniel C. Kenzel
SECRETARY

STATE OF NEW JERSEY)
) SS:
COUNTY OF MERCER)

Mr. Donald C. Kintzel, being first duly sworn on oath, deposes and says:

That deponent is Secretary of the Fire Commissioners of Fire District No. 1 in the Township of Hopewell, in the County and the State aforesaid and that the annexed extract from the minutes of a meeting of the Fire Commissioners of the Fire District held on December 27, 2012 at the time and place therein stated has been compared by deponent with the original minutes of the meeting recorded in full in the official Minute Book of the Board and is a true copy thereof and of the whole of the original so far as it relates to the subject matters referred to in this extract.

Mr. Donald C. Kintzel, Secretary

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

RESOLUTION 2012-51

**A RESOLUTION AUTHORIZING THE BOARD OF FIRE COMMISSIONERS OF
HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1 TO PASS A TEMPORARY BUDGET FOR
THE YEAR 2013**

WHEREAS, the Board of Fire Commissioners of Hopewell Township Fire District No. 1 has determined that a need exists for a temporary working budget for the year of 2013; and

WHEREAS, the State of New Jersey allows for the usage of fourteen percent of the previous year's expended budget for the temporary budget; and

WHEREAS, the Board of Fire Commissioners has introduced and advertised the proposed budget for 2013; and

WHEREAS, the budget has been submitted to the State of New Jersey Department of Local Government Services for their review and acceptance.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners of Hopewell Township Fire District No. 1, that the temporary budget for 2013 is hereby passed for usage of fourteen percent of the 2012 expended budget.

RECORD OF BOARD VOTE ON PASSAGE

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


Mr. Donald C. Kintzel, Secretary
A CERTIFIED COPY

12/27/12

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

RESOLUTION 2012-52

A RESOLUTION AUTHORIZING THE BOARD OF FIRE COMMISSIONERS OF FIRE DISTRICT NO.1 OF THE TOWNSHIP OF HOPEWELL TO EXECUTE A SHARED SERVICES AGREEMENT WITH THE TOWNSHIP OF HOPEWELL

WHEREAS, the Township of Hopewell (the "Township"), is responsible for certain fire inspection services pursuant to the Uniform Fire Safety Act (N.J.S.A. 52:27D-195, et. Seq.) (the "Fire Safety Act"); and

WHEREAS, pursuant to the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1, et. Seq.), the Township desire to contract with the Board of Fire Commissioners of Hopewell Township Fire District No.1 (the "Board") for the provision of fire inspection services and other certain services required by the Fire Safety Act; and

WHEREAS, the Township and the Board are both "local units" and the fire inspection services and other certain services required by The Fire Safety Act are "shared services" within the meaning of N.J.S.A. 40A:65-3.

NOW, THEREFORE, BE IT RESOLVED, that the Board Chairman be and is hereby authorized and directed to execute a Shared Services Agreement between the Township and the Board for the provision of fire inspection services and other certain services required by The Fire Safety Act, substantially in the form annexed hereto (the "Agreement").

RECORD OF BOARD VOTE ON PASSAGE

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


Mr. Donald C. Kintzel, Secretary

A CERTIFIED COPY
12/27/12