

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING
& JOINT MEETING WITH
HOPEWELL TOWNSHIP FIRE DISTRICT NO.1
PENNINGTON BOROUGH FIRE DISTRICT
HOPEWELL BOROUGH FIRE DISTRICT**

THURSDAY, MAY 23, 2013

CALL MEETING TO ORDER/STATEMENT OF PROPER NOTICE - Chairman Chipowsky called the meeting to order at 6:30 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. Chairman Chipowsky also indicated that notice of the change in time of the meeting was 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 (arrived 6:45 PM),
Commissioner Lynch

MEMBERS ABSENT:

Secretary Kintzel

OFFICERS PRESENT:

Chairman Blackwell (PBFD), Commissioner Tredrea (PBFD), Commissioner Tipperman (PBFD), Commissioner Bovenizer (HBFD), Chief Varrasse (152), Captain Schmitt (151), Assistant Captain Muccioli (151), Second Assistant Captain Ferrara (151), Deputy Chief Soganic (153), Trustee Sullivan (53/153), Chief Deforte (51), Assistant Chief Meyers (52), Chief Martin (159/50)

PROFESSIONALS:

None

MINUTES SUBMITTED FOR APPROVAL

Motion by Commissioner Lynch, seconded by Vice-Chairman Lenarski to approve the regular session minutes from February 28, 2013.

MOTION CARRIED

PUBLIC COMMENT (AGENDA)

None

NEW BUSINESS

RESOLUTION 2013-24

**A RESOLUTION CREATING A NEW NON-INTEREST BANK ACCOUNT
FOR FLEX SPENDING**

Copy of resolution and record of vote is attached

DISCUSSION:

None

MOTION CARRIED

TREASURER’S REPORT

BILLS & CLAIMS

Summary read by Vice-Chairman Lenarski

BILLS & CLAIMS

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

Bill List:		\$42,042.37
Payroll Ending:	May 18, 2013	\$28,875.73
Total Disbursements:		\$70,918.10

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

DISCUSSION:

Chief Martin reported on the notable items contained in the bill list including payment for the year ending 2012 audit and LOSAP review, various adapters for the Union Fire Company and Rescue Squad, emergency medical services central supplies, apparatus repairs, bay door openers for the Union Fire Company and Rescue Squad, uniforms for personnel from the Union Fire Company and Rescue Squad and the Hopewell Valley Emergency Services Unit, and an out-of-pocket expense for a Union Fire Company and Rescue Squad member whose car sustained

damage in an accident with a deer after returning from an emergency medical services call for service.

MOTION CARRIED

UNFINISHED BUSINESS

EMS Billing:
No report

Water Study:
Chairman Chipowsky reported he has not had a meeting with the Township Administrator.

UFCRS Ambulance Replacement:
Chief Martin reported he is awaiting the completion of the legal review of the bid specifications.

2014 Budget / Revenue:
No report.

Fire Code Fee Increases:
Chief Martin reported the process can begin again since the NJ Division of Fire Safety Monitoring Visit is coming to a close.

OFFICERS REPORTS

Chief Martin reported that he met with a representative from the Joint Insurance Fund related to injury prevention. Chief Martin reported that he attended a meeting of the Hopewell Valley Regional Emergency Services Committee. Chief Martin reported he attended a self contained breathing apparatus accountability system training session held at the Pennington Fire Company. Chief Martin reported he attended a fireworks planning meeting for the upcoming fireworks demonstration to be held in July. Chief Martin reported he attended a meeting of the Hopewell Township Committee where emergency medical services responders were honored in accordance with emergency medical services week 2013. Chief Martin reported on a matter before the Hopewell Township Planning Board and answered questions from a Board Member. Chief Martin reported the fire safety trailer had been deployed to the City of Lambertville. Chief Martin reported on code enforcement at Pennington Day, assistance provided to Operation Head-On held at the Hopewell Valley Central High School, and the status of the Division of Fire Safety monitoring visit.

Trustee Michael Sullivan representing the Union Fire Company and Rescue Squad provided the Board with the most recent calls for service statistics. Trustee Sullivan reported on the Union Fire Company and Rescue Squad's attendance at Operation Dream Lift and Operation Head-On. Trustee Sullivan reported on a water filtration system, well head cover, sprinkler system repair, and bay door repairs at the Union Fire Company and Rescue Squad. Trustee Sullivan reported on the upcoming pancake breakfast. Trustee Sullivan reported that recruiting efforts are underway.

PUBLIC COMMENT (NON-AGENDA)

Captain Kirk Schmitt representing the Pennington First Aid Squad provided the Board with the squad's most recent calls for service statistics. Captain Schmitt expressed his appreciation to Gavin Nelson for his efforts in leading Operation Head-On and explained the Operation Head-On. Captain Schmitt reported on the construction of the sleeping quarters at the Pennington First Aid Squad. Captain Schmitt reported on daytime staffing. Captain Schmitt discussed the MICU program and the reduction in an ALS unit, and the closing of a bridge on Elm Ridge Road.

JOINT BOARD MEETING

Chairman Chipowsky opened the Joint Board Meeting by thanking those in attendance for being present at the meeting. Present from the Hopewell Township Board of Fire Commissioners were Chairman Chipowsky, Vice-Chairman Lenarski, Treasurer Cseremsak, and Commissioner Lynch. Present from the Pennington Borough Board of Fire Commissioners were Chairman Blackwell, Commissioner Meytrott, Commissioner Tipperman, and Commissioner Tredrea. Present from the Hopewell Borough Board of Fire Commissioners was Commissioner Bovenizer. The Board Members discussed capital purchases in detail with the Officers present. The Boards discussed the date for the next quarterly meeting and a decision was reached to meet in August 2013. The Boards returned to the discussion of capital purchases/inventory with the Officers present. Chief Martin was requested to ask the chiefs of the Pennington Fire Company, Union Fire Company and Rescue Squad, Pennington First Aid Squad, and the Hopewell Borough Fire Department and Emergency Medical Unit to review the long range capital purchases plan. The Board members discussed the value provided by the volunteers throughout the community with the Officers present in detail, including ways to help the volunteers. The Board Members discussed objectives for the next joint meeting. The Board Members discussed the possibility of having a study conducted by an outside professional to review the capital purchases with the Officers present or to have the analysis conducted by Officers throughout Hopewell Valley. The Board Members and the Officers present discussed future planning and the use of consultants. The Board Members discussed membership in the NJ State Firemans Association and the physical requirements that are needed for membership, and how to obtain the medical screenings for firefighters. The Board Members and the Officers returned to the discussion of the value provided by the volunteers and the ways to assist them. The Board Members and the Officers present discussed recruitment and retention. The Board Members and the Officers present discussed the status of Tanker 52 that will soon be replaced by a new piece of apparatus.

Chief Martin advised the Board that the meeting minutes from February 28, 2013 were present for approval but there was not enough Board Members present to accept the minutes that were also in attendance on February 28, 2013. The February 28, 2013 meeting minutes will be presented at a future meeting.

EXECUTIVE SESSION RESOLUTION

Motion by Treasurer Cseremsak, seconded by Commissioner Lynch to enter executive session to discuss contractual matters at 7:41 PM.

ADJOURNMENT

The Board returned to open session at 8:15 PM. Motion by Commissioner Lynch and seconded by Treasurer Cseremsak to adjourn the meeting at 8:15 PM.

MOTION CARRIED

Respectfully submitted,



Matthew Martin
Chief of Emergency Services

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

RESOLUTION 2013-24

**A RESOLUTION CREATING A NEW NON-INTEREST BANK ACCOUNT
FOR FLEX SPENDING**

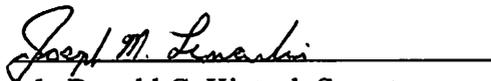
WHEREAS, Hopewell Township Fire District No. 1 employees have the option of participating in a cafeteria plan to contribute funds to a flex spending program; and

WHEREAS, the Board of Fire Commissioners needs a separate non-interest earning bank account in which to deposit the contributed funds to disburse to employees.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of Fire District No. 1 in the Township of Hopewell, County of Mercer, that a new non-interest earning bank account with Hopewell Valley Community Bank be created to deposit flex spending funds.

RECORD OF BOARD VOTE ON PASSAGE

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



~~Mr. Donald C. Kintzel, Secretary~~

JOSEPH M. LENARSKI, VICE CHAIRMAN

A CERTIFIED COPY

Thursday, May 23, 2013

**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
Lenarski			X			
Lynch		X	X			
Chipowsky			X			

Joseph M. Lenarski

~~Mr. Donald C. Kintzel, Secretary~~

A CERTIFIED COPY
 JOSEPH M. LENARSKI, VICE CHAIRMAN
 May 23, 2013