

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

**THURSDAY, JUNE 13, 2013**

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

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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, Treasurer Cseremsak, Commissioner Lynch

**MEMBERS ABSENT:**

Secretary Kintzel

**OFFICERS PRESENT:**

President Swanson (53/153), Chief Burd (53/153), Deputy Chief Malkiewicz (50/153), Deputy Chief Soganic (53/153), Captain Beninato (53/153), Lieutenant Mohasco (50/153), Engineer Pedersen (53/153), Captain Schmitt (151), Second Assistant Captain Ferrara (151), Chief Martin (50/159)

**PROFESSIONALS:**

Doug Borden (Borden Perlman Salisbury Kelly), William Zester (Borden Perlman Salisbury Kelly)

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**DISCUSSION WITH THE INSURANCE BROKER OF RECORD**

Mr. Doug Borden and Mr. William Zester representing the insurance broker of record provided the Board and the Officers in attendance with a detailed report on the insurance coverages provided by both the First Responders Joint Insurance Fund and the Volunteer Firefighters Insurance Fund. Mr. Borden and Mr. Zester answered questions from the Board and the Officers in attendance.

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**MINUTES SUBMITTED FOR APPROVAL**

The minutes from February 28, 2013 were presented for approval but there were not a sufficient number of Board Members present to approve the minutes.

Motion by Commissioner Lynch, seconded by Treasurer Cseremsak to approve the regular and executive session minutes from March 14, 2013.

**MOTION CARRIED**

Motion by Commissioner Lynch, seconded by Treasurer Cseremsak to approve the regular and executive session minutes from March 28, 2013.

**MOTION CARRIED**

Motion by Treasurer Cseremsak, seconded by Commissioner Lynch to approve the regular and executive session minutes from April 11, 2013.

**MOTION CARRIED**

Motion by Commissioner Lynch, seconded by Vice-Chairman Lenarski to approve the regular and executive session minutes from April 25, 2013.

**MOTION CARRIED**

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**PUBLIC COMMENT (AGENDA)**

None

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**NEW BUSINESS**

None

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**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:		\$60,726.51
Payroll Ending:	June 1, 2013	\$30,602.12
Total Disbursements:		\$91,328.63

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

**DISCUSSION:**

Chief Martin reported on the notable items contained in the bill list including payment for replacement tires for ambulance 153-1 and the command 50 vehicle, an extrication chain set for the Union Fire Company and Rescue Squad, the first floor ice machine for the Union Fire Company and Rescue Squad, reimbursement to the Union Fire Company and Rescue Squad for officer's attendance at the Fire Department Instructors Conference, the annual Iam Responding subscription for the Union Fire Company and Rescue Squad, and a partial payment for the Length of Service Awards Program for the Pennington First Aid Squad. Chief Martin answered questions related to the bill list.

**MOTION CARRIED**

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**UNFINISHED BUSINESS**

EMS Billing:

The Board discussed a bill before the State Government.

Water Study:

There was discussion on the date of a water study meeting.

UFCRS Ambulance Replacement:

There was discussion on the status of the bid related to the bid conference and issuance of an addendum.

2014 Budget / Revenue:

No report.

Fire Code Fee Increases:

No progress has been made on the fire code fee increases.

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**OFFICERS REPORTS**

Chief Martin reported that he met with a planner for the Hamptons at Hopewell project. Hopewell Valley Emergency Services Unit staff members conducted fire prevention education for the Hopewell Elementary School Science Club, Chief Martin attended a table top drill hosted by the Trenton Mercer Airport on airport emergencies, Hopewell Valley Bureau of Fire Safety staff members conducted code enforcement for the post prom event at the Hopewell Valley Central High School, the cooperative pricing program award has been completed for ladder testing, the Hopewell Valley Bureau of Fire Safety hosted a ride along student of the fire inspector certification class. Chief Martin reported that Hopewell Valley Emergency Services Unit Staff Members completed training on lifting and moving and held the annual firefighter stand down day with a focus on mental health. Chief Martin reported that staff members assisted with a water pressure problem caused by an emergency repair conducted by Trenton Water

Works. Chief Martin reported on a meeting he held with Chief Kilmer of the New Jersey Division of Fire Safety. Chief Martin attended a fireworks planning meeting. Chief Martin reported that Hopewell Valley Emergency Services Unit Staff Members conducted fire prevention education at the Hopewell Valley Safe Homes Event. Chief Martin reported the Board had received a thank you letter from the Lambertville Board of Fire Commissioners for the use of the fire safety trailer. Chief Martin reported on planning that is underway for the upcoming Hopewell Valley Central High School graduation. Chief Martin reported the Trenton Water Works fire hydrant inspections are underway. Chief Martin reported that the Brandon Farms Condominium Association had completed the annual inspections of the private hydrants that are their responsibility. Chief Martin reported the Board had been copied on a letter from the Mercer County Counsel to the Board of Public Utilities related to a power company's response to an emergency. Chief Martin reported that the pre-planning work is continuing for Sensors Unlimited and Project Freedom. Chief Martin reported on his attendance at the Mercer County Active Fire Chiefs Meeting. A Hopewell Valley Emergency Services Unit staff member attended the Mercer County Regional Emergency Medical Services Association meeting. Chief Martin reported that work is underway to comply with the next phase of the employee health care contributions that will take effect on July 1, 2013. Chief Martin reported on fleet maintenance that had occurred. Chief Martin reported on 3 applications from the Hopewell Township Planning Board. Chief Martin brought to the attention of the Board a request from the Pennington Fire Company related to response to carbon monoxide alarms. Chief Martin was asked to request the attendance of the chief officers from the Pennington Fire Company to discuss the matter at a future meeting. Chief Martin requested permission and assistance from a Board Member and Chief Burd to review the response polices utilized by the Hopewell Valley Emergency Services Unit.

Chief Burd presented the most recent calls for service statistics of the Union Fire Company and Rescue Squad. Chief Burd reported the fire company had hosted the Tri-Township Chiefs Association meeting. Chief Burd reported on upcoming swift water training and the positive turn out for the Operation Head-On and Operation Dream Lift. Chief Burd reported a valley wide live burn is going to be held. All were reminded of the upcoming pancake breakfast held at the Union Fire Company and Rescue Squad.

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

Captain Schmitt representing the Pennington First Aid Squad provided the Board with the squad's most recent calls for service statistics. Captain Schmitt reported on staffing at the Pennington First Aid Squad. Captain Schmitt reported on the Mercer County Regional Emergency Medical Services Association meeting related to mutual aid. Captain Schmitt reported the Pennington First Aid Squad had a crew at the Special Olympics event. Captain Schmitt reported on the fall EMT course to be held at the Pennington First Aid Squad. Captain Schmitt thanked the Board for the contributions they make to the Pennington First Aid Squad. The Board and Captain Schmitt discussed a change in leadership with the Ewing Township EMS.

Chairman Chipowsky asked if there was any further businesses to bring before the Board. Chief Martin requested an Executive Session to discuss a personnel matter.

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#### **EXECUTIVE SESSION RESOLUTION**

Motion by Commissioner Lynch, seconded by Treasurer Cseremsak to enter executive session to discuss contractual matters at 7:36 PM.

**ADJOURNMENT**

The Board returned to open session at 8:15 PM. Motion by Treasurer Cseremsak and seconded by Commissioner Lynch to adjourn the meeting at 7:53 PM.

**MOTION CARRIED**

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Respectfully submitted,



Matthew Martin

Chief of Emergency Services

**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

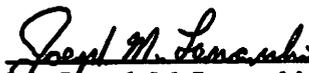
**WHEREAS**, the time when and circumstances under which discussion conducted in executive session may be disclosed to the public is when appropriate.

**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			

  
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Mr. Joseph M. Lenarski, Vice Chairman  
A CERTIFIED COPY

June 13, 2013