

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

THURSDAY, APRIL 25, 2013

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, Commissioner Lynch, Secretary Kintzel

MEMBERS ABSENT:

Treasurer Cseremsak

OFFICERS PRESENT:

Chief Varrasse (152), Deputy Chief Brown (152), Second Assistant Captain Ferrara (151), Deputy Chief Soganic (153), 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 January 24, 2013.

MOTION CARRIED

Motion by Vice-Chairman Lenarski, seconded by Commissioner Lynch to approve the regular and executive session minutes from January 31, 2013.

MOTION CARRIED

Motion by Commissioner Lynch, seconded by Vice-Chairman Lenarski to approve the regular session minutes from February 14, 2013.

MOTION CARRIED

PUBLIC COMMENT (AGENDA)

None

NEW BUSINESS**RESOLUTION 2013-21****A RESOLUTION APPROVING THE CERTIFIED LIST OF ELIGIBLE VOLUNTEERS FROM THE PENNINGTON FIRST AID SQUAD FOR THE LENGTH OF SERVICE AWARD PROGRAM FOR THE CALENDAR YEAR 2012**

Copy of resolution and record of vote is attached

DISCUSSION:

Secretary Kintzel discussed the Pennington First Aid Squad's Length of Service Awards Program.

MOTION CARRIED**DISCUSSION REGARDING ADVANCED LIFE SUPPORT COVERAGE ALTERATION**

The Board discussed the reduction in advanced life support units provided by Capital Health Systems and the possible impact to Hopewell Township with Second Assistant Captain Ferrara, Deputy Chief Soganic, Chief Martin, and Chief Varrasse. Chief Martin and Commissioner Lynch were asked to follow up with Capital Health Systems.

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: | | \$11,535.34 |
| Payroll Ending: | April 21, 2012 | \$30,503.19 |
| Total Disbursements: | | \$42,038.53 |

Motioned by Vice-Chairman Lenarski, seconded by Secretary Kintzel 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 new gas detection units for use by the Union Fire Company and Rescue Squad and the Hopewell Valley Emergency Services Unit. The 1st quarter 2013 vehicle preventive maintenance checks, a repair to the deck gun valve on engine 53, and a repair to emergency lights on teli-squirt 53.

MOTION CARRIED

UNFINISHED BUSINESS

EMS Billing:

Chairman Chipowsky reported he is waiting to meet with the Hopewell Township Mayor. The Board discussed the fee schedules provided at a earlier meeting.

Water Study:

Chairman Chipowsky and Chief Martin reported they had both requested a meeting with the Township Administration related to the water study. The Board discussed funds included in the Township Budget for water site improvements.

UFCRS Ambulance Replacement:

Deputy Chief Soganic reported on the status of the bid documents. There was discussion on the bid specifications and financing of the ambulance.

2014 Budget / Revenue:

No report.

Fire Code Fee Increases:

There was discussion on the fire code fee increases with the Board and Chief Martin. Chief Martin reported on a fee ordinance change underway in Hopewell Borough.

Year Ending 2012 Audit and LOSAP Review:

Chief Martin provided the status on the audit and LOSAP review that are currently underway.

The Board discussed the existing tanker truck located at the Hopewell Fire Department that will soon be replaced by the new apparatus. The discussion on the subject included Chief Martin and Chief Varrasse.

OFFICERS REPORTS

Chief Martin reported on a fee received from Trenton Water Works. A draft agreement was received from the Pennington Borough Fire District for the re-payment of the self contained breathing apparatus units that will need certain language addressed. An application from the Zoning Board for a change of use that will be addressed by the township construction official.

Chief Martin reported on the status of the Planning Board application regarding Sensors Unlimited located at 330 Carter Road. An existing Planning Board application related to the construction of single family homes from the Hamptons at Hopewell. Chief Martin reported the second quarterly joint board meeting will be held on May 23, 2013, the hose testing cooperative pricing award has been completed and work is underway on the ladder testing request for quotations, the fire safety trailer was loaned to the Trenton Fire Department without incident, the repair to the fire pump at the Mercer County Correctional Center has been completed. The Board, Chief Martin, and Deputy Chief Soganic discussed a request for a special duty ambulance at a local event. Chief Martin reminded the Board to complete the required financial disclosure statements. Chief Martin reported on an insurance matter related to the operation of a station 51 tanker truck. Chief Martin reported that members of station 53 are currently attending the Fire Department Instructors Conference. Chief Martin reported on a fire investigation that occurred in Hopewell Township. Chief Martin reported on a meeting with representatives of a large commercial property owner who has purchased the Bank of America site. Chief Martin reported on a valley-wide training session held at the Mercer County Fire Academy and on duty training held with station 50 staff. Chief Martin reported on the status of the new employees. Chief Martin discussed a missing fire police radio with the Board. Chief Martin reported on fleet repairs to ambulances 153-1 and 153-2. Chief Martin reported on a insurance claim that is underway for out of pocket costs for a member of the Union Fire Company and Rescue Squad who struck a deer while returning from a emergency medical services assignment in his personal car. Chief Martin reported that station 50 staff members assisted the Pennington First Aid Squad with a recruitment session at the Hopewell Valley High School. Chief Martin reported that station 50 staff assisted with a community groups tour of station 52. Chief Martin reported that he attended a meeting of the Hopewell Township Advisory Board of Health. Chief Martin reported that he attended a meeting with Deputy Chief 51 regarding the development of valley wide standard operating procedures. Chief Martin reported that Specialist Williams attended the Mercer County Regional Emergency Medical Association meeting.

Deputy Chief Soganic representing the Union Fire Company and Rescue Squad provided the Board with the most recent calls for service statistics.

PUBLIC COMMENT (NON-AGENDA)

Second Assistant Captain Ferrara representing the Pennington First Aid Squad provided the Board with the squad's most recent calls for service statistics. There was a discussion with the Board and the officers present related to mutual aid.

EXECUTIVE SESSION RESOLUTION

Motion by Secretary Kintzel, seconded by Commissioner Lynch to enter executive session to discuss contractual matters at 7:55 PM.

ADJOURNMENT

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

MOTION CARRIED

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'MM' or 'MGM', written in a cursive style.

Matthew Martin

Chief of Emergency Services

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

RESOLUTION 2013-21

**A RESOLUTION APPROVING THE CERTIFIED LIST OF ELIGIBLE VOLUNTEERS FROM
THE PENNINGTON FIRST AID SQUAD FOR THE LENGTH OF SERVICE AWARD
PROGRAM FOR THE CALENDAR YEAR 2012**

WHEREAS, the board is in receipt of a certified list of eligible volunteers from the Pennington First Aid Squad for the Length of Service Award Program (LOSAP) for the calendar year 2012; and,

WHEREAS, the board finds the list acceptable and approves the list to be posted for thirty days; and,

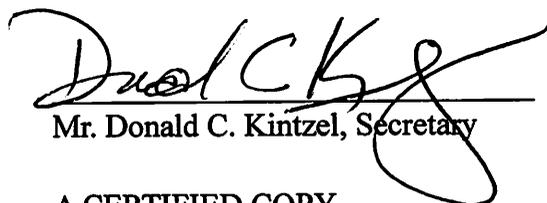
WHEREAS, after the 30-day posting, contributions shall be deposited in the LOSAP accounts for the eligible volunteers.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of Fire District No. 1 in the Township of Hopewell, County of Mercer that the certified list of eligible volunteers from the Pennington First Aid Squad for the Length of Service Award Program for the calendar year 2012 is acceptable and approved; and,

BE IT FURTHER RESOLVED that the approved list be posted at the Pennington First Aid Squad for thirty days; after such time, the individual volunteer accounts shall be funded as indicated on the approved list.

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
Thursday, April 25, 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

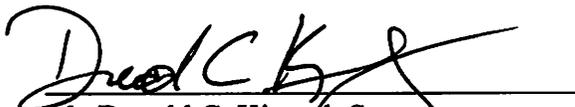
WHEREAS, the time when and circumstances under which discussion conducted in executive session may be disclosed to the public is when appropriate.

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 | | | | | | ✓ |
| Kintzel | ✓ | | ✓ | | | |
| Lenarski | | | ✓ | | | |
| Lynch | | ✓ | ✓ | | | |
| Chipowsky | | | ✓ | | | |


Mr. Donald C. Kintzel, Secretary
A CERTIFIED COPY

April 25, 2013