

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING
HOPEWELL TOWNSHIP FIRE DISTRICT NO.1
UNION FIRE COMPANY AND RESCUE SQUAD**

THURSDAY, JULY 25, 2013

CALL MEETING TO ORDER/STATEMENT OF PROPER NOTICE - Vice-Chairman Lenarski 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 - Vice-Chairman Lenarski led those in attendance in the Pledge of Allegiance to the flag.

ROLL CALL BY CHAIRMAN - Those answering the roll call of Vice-Chairman Lenarski:

MEMBERS PRESENT:

Vice-Chairman Lenarski, Treasurer Cseremsak, Secretary Kintzel, Commissioner Lynch

MEMBERS ABSENT:

Chairman Chipowsky

CHIEF OFFICERS PRESENT:

Deputy Chief Varrasse (152), Second Assistant Captain Ferrara (151), Chief Burd (53/153), Deputy Chief Soganic (53/153), Chief Martin (50/159)

PROFESSIONALS:

None

PUBLIC COMMENT (AGENDA)

None

NEW BUSINESS

RESOLUTION 2013-28

**A RESOLUTION AUTHORIZING REFINANCING PAYMENTS FOR PENNINGTON
BOROUGH FIRE DISTRICT NO. 1 FOR SELF CONTAINED BREATHING
APPARATUS**

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:		\$56,530.28
Payroll Ending:	July 13, 2013	\$29,313.27
Total Disbursements:		\$85,843.55

Motioned by Treasurer Cseremsak, 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 a replacement lap top computer, the annual Station 53 vehicle exhaust removal system maintenance, a 2012 purchase order for firefighting gear for Station 53, replacement batteries for Engine 53, the 3rd and final 2013 Joint Insurance Fund payment, the 2013 Pennington Borough Fire District self contained breathing apparatus payment, and lighting for Marine 53.

MOTION CARRIED

UNFINISHED BUSINESS

EMS Billing:

The Board is awaiting a meeting with the Township Administration related to emergency medical services billing. Secretary Kintzel asked if there was any work that could be conducted before the Board meets with the Township. Commissioner Lynch will begin working on a request for proposals.

Water Study:

The Board is awaiting a meeting with the Township Administration related to an ordinance for water supply and the placement of stand-pipes. Chief Burd reported on efforts to contact a local property owner for the placement of a stand-pipe.

UFCRS Ambulance Replacement:

Chief Martin reported on the status of the ambulance replacement. Chief Martin reported on the application before the Local Finance Board, the financing with the Hopewell Valley Community Bank, and when the bid will be considered by the Board to be awarded.

2014 Budget / Revenue:

No report.

Fire Code Fee Increases:

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

Pennington Borough Fire District SCBA Repayment Agreement

The agreement was completed earlier in the meeting.

OFFICERS REPORTS

Hopewell Valley Emergency Services Unit:

Chief Martin reported on the following: the Joint Board Meeting has been scheduled for September 5, 2013, the use of the Union Fire Company and Rescue Squad ambulances to perform special duty standbys has been approved by Deputy Chief Soganic, there was a repair to the radiator on Ambulance 153-2, the turbo/thermostat repair will be completed on Teli-Squirt 53, the annual Plymovent system annual maintenance was conducted, the tires on Tanker 53 have been rotated by the Hopewell Township Public Works Department, the cooperative pricing list for pump testing has been completed and posted, training is underway with the Pennington Fire Company at Project Freedom, and training is scheduled for Sensors Unlimited, Chief Martin reported on the status of the Sensors Unlimited project, staff conducted training on vehicle extrication and swift water operations, and work is underway on the 2014 Joint Insurance Fund renewal process.

Chief Martin answered a question from the Board on the dates of the Sensors Unlimited Training.

Union Fire Company and Rescue Squad:

Chief Burd provided the Board with the Union Fire Company and Rescue Squad's most recent calls for service statistics. Chief Burd reported on the following: training the fire company has conducted including a live burn and swift water operations, the status of volunteer fire crews, a repair to Marine 53-1, a repair to Teli-Squirt 53, a repair that will occur on Engine 53, a multi county marine drill, and a fire response at a local church.

Commissioner Lynch and Chief Burd reported on 5 members of the fire company who are currently injured and are unable to respond to calls. Chief Burd has a concern over weekend staffing and is looking for a career staff member for a temporary period until his injured members are able to return to service. The Board, Chief Burd, and Chief Martin discussed the matter of staffing on weekends, levels of service, and bringing career employees back for calls utilizing callbacks in detail. The Board discussed the possibility of volunteer stipends. The Board

and Chief Burd discussed the hours of coverage. The Board authorized Chief Martin to provide the weekend staffing with a priority on the staff member being a driver. The Board discussed their support for a program of callback for the career employees with Vice-Chairman Lenarski asking that the record reflect his support of the program of callback for career employees.

Chief Burd reported on a project he is working on with a student from Princeton University to develop a application to assist with an information technology project for emergency response.

Pennington First Aid Squad:

Second Assistant Captain Ferrara representing the Pennington First Aid Squad reported on work that is underway at the Pennington First Aid Squad on the front ramp, the sleeping quarters, and a generator. Vice-Chairman Lenarski reported on an article in the Hopewell Valley News on the Pennington First Aid Squad.

Hopewell Fire Department and Emergency Medical Unit:

Deputy Chief Varrasse reported that Utility 52 has been repaired and returned to service. The roof construction on the fire house is still underway.

Pennington Fire Company:

No report.

PUBLIC COMMENT (NON-AGENDA)

None

Vice-Chairman Lenarski asked if there was any further business to bring before the Board. Commissioner Lynch requested an Executive Session to discuss contracted services.

EXECUTIVE SESSION RESOLUTION

Motion by Commissioner Lynch, seconded by Treasurer Cseremsak to enter executive session to discuss contracted services at 7:45 PM.

MOTION CARRIED

ADJOURNMENT

Motion by Treasurer Cseremsak and seconded by Secretary Kintzel to adjourn the meeting at 8:17 PM.

MOTION CARRIED

Respectfully submitted,

MGM

Matthew Martin
Chief of Emergency Services

SCBA PROMISSORY NOTE AND PAYMENT AGREEMENT

DATED: July 11, 2013

THIS AGREEMENT is between the **Board of Fire Commissioners, Pennington Borough Fire District No. 1** ("Pennington Board"), PO Box 367, Pennington, NJ 08534, and the **Board of Fire Commissioners, Hopewell Township Fire District No. 1** ("Township Board"), 201 Washington Crossing-Pennington Road, Titusville, NJ 08560.

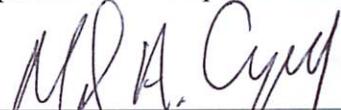
In conjunction with the Agreement for Fire Protection and Services between the parties dated September 9, 2010, the Township Board agrees to provide funding to the Pennington Board for 76% of the cost of Self Contained Breathing Apparatus (SCBA) for use by the volunteer firefighters serving Hopewell Township pursuant to the aforementioned agreement. The Township Board agrees and promises to pay to the Pennington Board the principal sum of Ninety-Nine Thousand Nine Hundred Thirty-Four Dollars (\$99,934.00) over a period of ten (10) years, together with 2.396% interest thereon.

The Township Board agrees to make nine (9) annual payments of \$11,167.42 each and a tenth (10th) and final payment of \$12,121.01 to the Pennington Board, or to its successors or assigns, on or before July 11th of each year. The first annual payment is due and payable in 2013 and the last in 2022. Payments shall be made to the address set forth above, or at such other address as shall be designated by the Pennington Board in writing to the Township Board. If a different remittance address is not received by the Township Board at least thirty (30) days prior to the due date of a payment, remittance to the address set forth above shall be deemed payment of the then due amount.

The Township Board agrees to include adequate funds for each payment *in the* Debt Service Schedule of its Annual Budget. The Township Board and any endorser of this Note waive demand, presentment, notice and protest. The obligations created by this Promissory Note and Agreement shall survive the termination, lapse, or amendment of any Agreement for Fire Protection and Services between the parties.

Board of Fire Commissioners,
Hopewell Township Fire District No. 1

by:

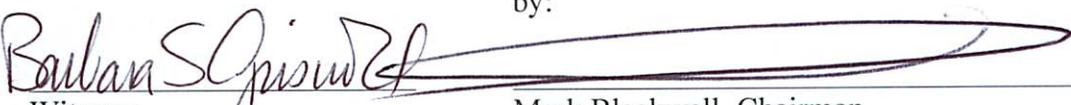


Michael Chipowsky, Chairman

Date:

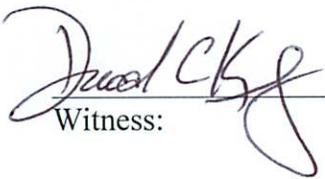
Board of Fire Commissioners,
Pennington Borough Fire District No. 1

by:

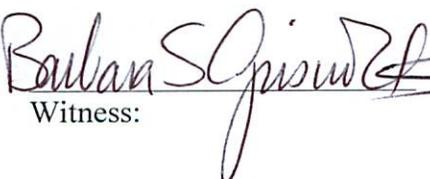


Mark Blackwell, Chairman

Date: 8-13-2013



Witness:



Witness:

Hopewell Twp. Loan

Compound Period : Annual

Nominal Annual Rate : 2.396 %

CASH FLOW DATA

Event	Date	Amount	Number	Period	End Date
1 Loan	12/01/2012	99,934.00	1		
2 Payment	07/11/2013	11,167.42	1		
3 Payment	07/11/2014	11,167.42	8	Annual	07/11/2021
4 Payment	07/11/2022	12,121.01	1		

AMORTIZATION SCHEDULE - Normal Amortization

Date	Payment	Interest	Principal	Balance
Loan 12/01/2012				99,934.00
2012 Totals	0.00	0.00	0.00	
1 07/11/2013	11,167.42	1,456.33	9,711.09	90,222.91
2013 Totals	11,167.42	1,456.33	9,711.09	
2 07/11/2014	11,167.42	2,161.74	9,005.68	81,217.23
2014 Totals	11,167.42	2,161.74	9,005.68	
3 07/11/2015	11,167.42	1,945.96	9,221.46	71,995.77
2015 Totals	11,167.42	1,945.96	9,221.46	
4 07/11/2016	11,167.42	1,725.02	9,442.40	62,553.37
2016 Totals	11,167.42	1,725.02	9,442.40	
5 07/11/2017	11,167.42	1,498.78	9,668.64	52,884.73
2017 Totals	11,167.42	1,498.78	9,668.64	
6 07/11/2018	11,167.42	1,267.12	9,900.30	42,984.43
2018 Totals	11,167.42	1,267.12	9,900.30	
7 07/11/2019	11,167.42	1,029.91	10,137.51	32,846.92
2019 Totals	11,167.42	1,029.91	10,137.51	
8 07/11/2020	11,167.42	787.01	10,380.41	22,466.51
2020 Totals	11,167.42	787.01	10,380.41	
9 07/11/2021	11,167.42	538.30	10,629.12	11,837.39
2021 Totals	11,167.42	538.30	10,629.12	
10 07/11/2022	12,121.01	283.62	11,837.39	0.00
2022 Totals	12,121.01	283.62	11,837.39	
Grand Totals	112,627.79	12,693.79	99,934.00	

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

RESOLUTION 2013-28

**A RESOLUTION AUTHORIZING REFINANCING PAYMENTS FOR PENNINGTON
BOROUGH FIRE DISTRICT NO. 1 FOR SELF CONTAINED BREATHING APPARATUS**

WHEREAS, in conjunction with an Agreement for Fire Protection and Services between Hopewell Township Fire District No. 1 and Pennington Borough Fire District No. 1 the Board of Fire Commissioners, Hopewell Township Fire District No. 1 (Township Board) has agreed to provide funding to the Board of Fire Commissioners, Pennington Borough Fire District No. 1 (Borough Board) for 76% of the cost of Self-Contained Breathing Apparatus (SCBA) for use by the Pennington Fire Company; and

WHEREAS, the Township Board's share of the cost of the SCBA is \$99,934.00, which the Township Board has agreed to pay to the Borough Board over a period of ten (10) years, together with 2.39% interest thereon, to be evidenced by an SCBA Promissory Note and Payment Agreement between the parties dated July 11, 2013; and

WHEREAS, pursuant to the SCBA Promissory Note and Payment Agreement the first annual payment is due in the amount of \$11,167.42; and

WHEREAS, the Treasurer has certified there are sufficient unencumbered funds to make this payment.

NOW, THEREFORE, BE IT RESOLVED, that the Chairman or his representative is authorized to execute the SCBA Promissory Note and Payment Agreement, dated July 11, 2013, between the Township Board and the Borough Board; and

BE IT FURTHER RESOLVED, that payment to the Borough Board is authorized and approved in the amount of \$11,167.42 (\$9,711.09 principal, \$1,456.33 interest).

RECORD OF BOARD VOTE ON PASSAGE

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


Mr. Donald C. Kintzel, Secretary

A CERTIFIED COPY
Thursday, July 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

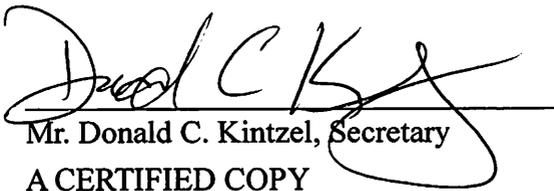
WHEREAS, the time when and circumstances under which discussion conducted in executive session may be disclosed to the public is when appropriate.

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

July 25, 2013