

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

**THURSDAY, OCTOBER 24, 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 the 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.

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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, Secretary Kintzel

**MEMBERS ABSENT:**

Commissioner Lynch

**CHIEF OFFICERS PRESENT:**

Chief Deforte (Pennington Fire Company), President Abbey (Pennington Fire Company), Deputy Chief Kraemer (Pennington Fire Company), Assistant Chief Gaudiaoso (Pennington Fire Company), Chairman Blackwell (Pennington Borough Fire District), Commissioner Tredrea (Pennington Borough Fire District), Commissioner Tipperman (Pennington Borough Fire District), Commissioner Naylor (Pennington Borough Fire District), Chief Varrasse (Hopewell Fire Department and Emergency Medical Unit), Captain Schmitt (Pennington First Aid Squad), Second Assistant Captain Ferrara (Pennington First Aid Squad), Chief Martin (Hopewell Valley Emergency Services Unit)

**PROFESSIONALS:**

Kevin Hart (Attorney for the Board)

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**EXECUTIVE SESSION RESOLUTION**

Motion by Secretary Kintzel, seconded by Treasurer Cseremsak to enter Executive Session at 6:31 PM to discuss real estate.

**MOTION CARRIED**

**RETURN TO REGULAR SESSION**

The Board returned to the regular session with a motion by Secretary Kintzel and seconded by Treasurer Cseremsak at 6:52 PM

**MOTION CARRIED**

**PUBLIC COMMENT (AGENDA)**

None

**NEW BUSINESS**

**RESOLUTION 2013-34**

**A RESOLUTION AUTHORIZING CHANGE ORDER #1 TO THE CONTRACT WITH NEW JERSEY EMERGENCY VEHICLES FOR AN AMBULANCE**

*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:		\$16,376.31
Payroll Ending:	Saturday, October 19, 2013	\$29,968.46
Total Disbursements:		\$46,344.77

*Motioned by Treasurer Cseremsak, seconded by Commissioner Lynch to adopt the bills and claims as read.*

**DISCUSSION:**

None

**MOTION CARRIED**

## **UNFINISHED BUSINESS**

EMS Billing:

No report

Water Study:

No report

UFCRS Ambulance Replacement:

No report

2014 Budget / Revenue:

Secretary Kintzel reported on the status of the preparation of the 2014 budget.

Fire Code Fee Increases:

No report

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## **OFFICERS REPORTS**

Hopewell Valley Emergency Services Unit:

Chief Martin reported on the following: The ambulance special duty assignments for the Hopewell Valley Regional School District football games are wrapping up, fire prevention visits are continuing, the annual HURST extrication equipment maintenance has been completed, work continues on the masonry repairs at the Union Fire Company and Rescue Squad, work continues on obtaining multiple quotes on the air compressor / in-line air dryer at the Union Fire Company and Rescue Squad, Commissioner Lynch and Administrative Assistant Ocicki attended a conference on the affordable care act, Chief Martin attended the annual Shield Award Dinner, Hopewell Valley Emergency Services Unit attended training on solar system safety, Chief Martin attended a safety drill at the Stony Brook Elementary School, Chief Martin attended a meeting of the Hopewell Valley Regional School District Safety Committee, a meeting with Deputy Chief Soganic (Union Fire Company and Rescue Squad), Chief Burd (Union Fire Company and Rescue Squad), and Chief Martin (Hopewell Valley Emergency Services Unit) is scheduled with management from the Mercer County Work House, the meeting with Fire Apparatus Repair related to vehicle repairs will need to be re-scheduled, the tank repair and inspection of Tanker 53 is being scheduled, Chief Martin will be emailing pictures of a rusting condition found on Engine 53 for the Board's review. Chief Martin reported on the change order resolution of the ambulance. Chief Martin reported on the cost of a new ambulance stretcher. Chief Martin reported on behalf of the Board's Bond Counsel related to a procedure to move forward with the replacement of the emergency power generator at the Union Fire Company and Rescue Squad utilizing a special meeting in 2013 and funds from the Board's restricted fund balance for capital purchases. Chief Martin reported on behalf of President Swanson on a request to move forward with retaining an electrical engineer to assist with the emergency power generator project. The Board asked Chief Martin to obtain the pricing for the electrical engineer from President Swanson.

Union Fire Company and Rescue Squad:

No report

Pennington First Aid Squad:

Captain Schmitt representing the Pennington First Aid Squad provided the Board with the most recent calls for service statistics. Captain Schmitt reported on the emergency medical technician class currently underway at the Pennington First Aid Squad. Captain Schmitt reported funding received from the State of New Jersey for emergency medical technician training provided by the Pennington First Aid Squad. Captain Schmitt reported on funds received from Mercer County. Captain Schmitt reported on the annual Shield Award and expressed his appreciation for the dinner. Captain Schmitt reported the emergency power generator has been installed at the Pennington First Aid Squad.

Hopewell Fire Department and Emergency Medical Unit:

Chief Varrasse representing the Hopewell Fire Department and Emergency Medical Unit provided the Board with the most recent calls for service statistics.

Pennington Fire Company:

Chief Deforte representing the Pennington Fire Company provided the Board with the most recent calls for service statistics.

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## **BUDGET WORK SESSION**

Chairman Blackwell and members of the Pennington Borough Fire District presented the 2014 budget request for the Pennington Borough Fire District and the Pennington Fire Company. The Board members of the Hopewell Township Fire District, Board members from the Pennington Borough Fire District and the officers present from the Pennington Fire Company discussed the challenges faced by the cap law, recruitment / retention of volunteers, equality in budgets between emergency services budgets in Hopewell Valley, and contractual arrangements, with other fire districts in detail. The Board, Chairman Blackwell, Chief Deforte, Assistant Chief Gaudioso, and President Abbey returned to the review of the 2014 budget in detail. Also discussed in detail was the planned replacement of the Pennington Fire Company ladder truck. Attorney Hart and Chief Martin took part in the discussion on the planned replacement of the ladder truck. Also discussed in detail was the possibility of utilizing paid personnel at the Pennington Fire Company.

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

None

Chairman Chipowsky asked if there was a need for Executive Session. An Executive Session was not requested.

\*\*Chief Martin requested the Board return to the discussion of the emergency power generator at the Union Fire Company and Rescue Squad. The Board, Chief Martin, and Attorney Hart discussed the project and the requirements to proceed with a special meeting and the hiring of an electrical engineer by the Union Fire Company and Rescue Squad. Captain Schmitt from the Pennington First Aid Squad recommended the Board look into a load manager for the power generator.

Chief Martin requested the Board return to the discussion of the purchase of an ambulance stretcher. The Board, Chief Martin, and Captain Schmitt discussed the stretcher replacement. The Board discussed if one of the existing ambulances will be kept and maintained after the new ambulance is in-service. The Board will discuss the ambulance matter with Deputy Chief Soganic.

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**ADJOURNMENT**

Motion by Treasurer Cseremsak and seconded by Vice-Chairman Lenarski to adjourn the meeting at 8:39 PM.

**MOTION CARRIED**

Respectfully submitted,



Matthew Martin  
Chief of Emergency Services

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

**RESOLUTION 2013-34**

**A RESOLUTION AUTHORIZING CHANGE ORDER #1 TO THE CONTRACT WITH  
NEW JERSEY EMERGENCY VEHICLES FOR AN AMBULANCE**

**WHEREAS**, on August 22, 2013 the Board of Fire Commissioners of Hopewell Township Fire District No.1 authorized a contract with New Jersey Emergency Vehicles in the amount of \$163,813.00 for the purchase of an Ambulance; and

**WHEREAS**, changes were made during the pre-construction meeting held on September 26, 2013 which will increase the contracted amount; and

**WHEREAS**, the Chief of Emergency Services recommends that Change Order #1 which increases the total contract amount by \$1035.00 as outlined on the attached worksheet which is annexed hereto and made part of the Resolution as approved by the Board of Fire Commissioners.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Fire Commissioners of Hopewell Township Fire District No. 1 do hereby approve:

- That Change Order #1 representing an increase in the amount of \$1035.00 be and is hereby approved with respect to the contract for an Ambulance.
- That the amount of all Change Orders be a 0.6% change to the total contract amount for a new contract amount with New Jersey Emergency Vehicles of \$164,848.00.

**RECORD OF BOARD VOTE ON PASSAGE**

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Cseremsak			✓			
Kintzel	✓		✓			
Lenarski		✓	✓			
Lynch					<del>✓</del>	✓
Chipowsky			✓		<del>✓</del>	



Mr. Donald C. Kintzel, Secretary

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*MICHAEL F CSEREMSAK*

October 10, 2013

	<b>Change Order #1</b>
Initial Award	\$163,813.00
Install Plug Jump-Start	\$525.00
Wiring for Knox Box	\$50.00
Installation of Knox Box	\$150.00
Install Two Radio Cut-Outs in Ambulance Cab	\$25.00
Wiring for 2nd Radio in Cab	\$100.00
Install add'l Antennas on Roof	\$45.00
Install Portable Radio Chargers	\$340.00
Change Stop/Turn/Signal lenses from colored to clear	\$0.00
Install SCBA Brackets	\$200.00
Remove Three Interior Cabinet Restocking Features	-\$400.00
<b>New Contract Total</b>	<b>\$164,848.00</b>

**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

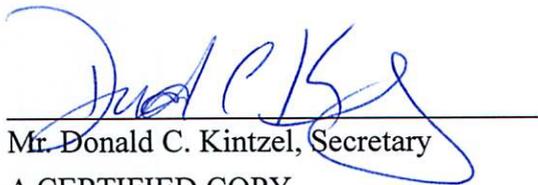
**WHEREAS**, the time when and circumstances under which discussion conducted in executive session may be disclosed to the public is when appropriate.

**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

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October 24, 2013