

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

**THURSDAY, OCTOBER 9, 2014**

**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, Treasurer Cseremsak, Secretary Kintzel, Commissioner Lynch

**MEMBERS ABSENT:**

Vice-Chairman Lenarski

**CHIEF OFFICERS PRESENT:**

President Swanson (Union Fire Company and Rescue Squad), Chief Burd (Union Fire Company and Rescue Squad), Deputy Chief Soganic (Union Fire Company and Rescue Squad), Deputy Chief Malkiewicz (Union Fire Company and Rescue Squad), Captain Krause Trustee / Engineer Stephan (Union Fire Company and Rescue Squad), Trustee Sullivan Trustee / Engineer Stephan (Union Fire Company and Rescue Squad), Trustee / Engineer Stephan (Union Fire Company and Rescue Squad), Engineer Pedersen (Union Fire Company and Rescue Squad)

**PROFESSIONALS:**

None

---

**MINUTES SUBMITTED FOR APPROVAL:**

None

---

**PUBLIC COMMENT (AGENDA)**

None

---

**NEW BUSINESS**

None

---

**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:		\$25,698.33
Payroll Ending:	October 4, 2014	\$36,067.28
Total Disbursements:		\$61,765.61

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

### **DISCUSSION:**

Chief Martin reported on the following notable items contained within the bill list: preventive maintenance on the oxygen cascade system, fleet maintenance, elevator key sets and a UHF portable radio.

### **MOTION CARRIED**

---

### **UNFINISHED BUSINESS**

#### **EMS Billing:**

Commissioner Lynch reported on progress related to EMS Billing.

#### **Water Study:**

Chief Martin reported on the status of the installation of stand-pipes and the repair of a stand-pipe. Chief Martin answered a question from Chief Burd related to the Honey Lake.

#### **Union Fire Company and Rescue Squad Generator:**

Chief Martin reported on the progress with the generator project and answered questions on the project.

#### **Fire District Building Project:**

No report.

#### **Communications:**

Chief Martin reported on communications matters including the transition of the Hopewell Township Police Department radio system to the trunking system and the impacts to the Hopewell Valley Emergency Services Unit. Chief Martin answered questions related to communications matter.

UFCRS Sprinkler System:

Chief Martin reported that the Board should proceed to advertising for bids for the sprinkler tank rehabilitation project.

Chief Martin was questioned regarding the volunteer recruitment and retention project.

---

## **OFFICER'S REPORTS**

Hopewell Valley Emergency Services Unit:

Chief Martin reported on the following: efforts underway related to fire prevention week including visits to local schools, day care centers, Hopewell Harvest Fair, and the National Night Out festivities, Hopewell Valley Emergency Services Unit staff member Specialist Wilson attended a meeting of the Hopewell Valley Regional School District Safety Committee and attended an emergency drill at the Stony Brook Elementary School, the quarter 3 tax payment was received and deposited into the general account, the quarter 3 fleet inspections were completed, the annual preventative maintenance on stretchers and stair chairs were completed, Specialist Williams attended the Mercer County Regional Emergency Medical Services Association Meeting, Chief Martin attended Digital Age Leadership training, Hopewell Valley Emergency Services Unit staff members completed training in Ebola response, PASS, and UFC CEU training. Chief Martin reported that the fire safety trailer is currently on loan to West Windsor Township for use in fire prevention activities.

Union Fire Company and Rescue Squad:

Chief Burd provided the Union Fire Company and Rescue Squad's most recent calls for service statistics.

Pennington First Aid Squad:

No report.

Hopewell Fire Department and Emergency Medical Unit:

Chief Varrasse provided the Hopewell Fire Department and Emergency Medical Unit's most recent calls for service statistics.

Pennington Fire Company:

No report.

---

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

None

---

## **BUDGET WORK SESSION**

Union Fire Company and Rescue Squad:

Chief Burd, President Swanson, and Deputy Chief Soganic of the Union Fire Company and Rescue Squad provided a detailed budget presentation to the board members. There was discussion related to the budget request including questions between the leadership of the Union Fire Company and Rescue Squad and the board members.

Board Level Accounts:

Chief Martin and the board discussed Board Level Accounts. The board and Chief Martin also discussed ambulance replacement and the needs of the career services. The board, Chief Martin, and Chief Varrasse discussed the balance of the budget work session dates.

**EXECUTIVE SESSION RESOLUTION**

Motion by Treasurer Cseremsak and seconded by Commissioner Lynch to enter Executive Session to discuss contractual matters at 8:00 PM.

**ADJOURNMENT**

Motion by Treasurer Cseremsak and seconded by Commissioner Lynch to adjourn the meeting at 8:19 PM.

**MOTION CARRIED**

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

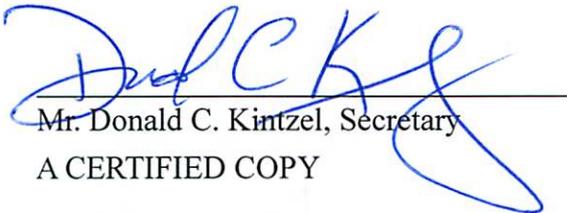
**WHEREAS**, the time when and circumstances under which discussion conducted in executive session may be disclosed to the public is when appropriate.

**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	✓		✓			
Kintzel			✓			
Lenarski						✓
Lynch		✓	✓			
Chipowsky			✓			

  
Mr. Donald C. Kintzel, Secretary  
A CERTIFIED COPY

October 9, 2014