

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

THURSDAY, SEPTEMBER 18, 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, Vice-Chairman Lenarski, Treasurer Cseremsak, Commissioner Lynch

MEMBERS ABSENT:

Secretary Kintzel

CHIEF OFFICERS PRESENT:

Captain Ferrara (Pennington First Aid Squad), First Assistant Captain Muccioli (Pennington First Aid Squad), Deputy Chief Soganic (Union Fire Company & Rescue Squad), Trustee Sullivan (Union Fire Company & Rescue Squad), Chief Varrasse (Hopewell Fire Department and Emergency Medical Unit), Chief Martin (Hopewell Valley Emergency Services Unit)

PROFESSIONALS:

Attorney Hart

MINUTES SUBMITTED FOR APPROVAL:

None

PUBLIC COMMENT (AGENDA)

None

NEW BUSINESS

RESOLUTION 2014-25

**A RESOLUTION AUTHORIZING THE ADVERTISEMENT AND RECEIPT OF BIDS
FOR THE REHABILITATION OF AN UNDERGROUND SPRINKLER TANK AT
UNION FIRE COMPANY AND RESCUE SQUAD**

Copy of resolution and record of vote is attached

DISCUSSION:

Chief Martin reported on the status of the sprinkler tank project and provided details related to the various options available related to the project. The Board discussed the options with Chief Martin. Attorney Hart provided legal counsel related to the project. Chief Martin was directed to investigate other options available to the Board related to the project and the resolution was not approved.

MOTION DENIED

REVIEW OF BUDGET HEARING DATES:

Chief Martin provided a proposed schedule of dates to review departmental budgets. The Board discussed the hearing dates and made modifications to the dates. Chief Martin will provide the hearing dates to the applicable departments.

Discussion occurred related to the parking of a piece of apparatus in a public parking lot.

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:		\$28,098.57
Payroll Ending:	September 6, 2014	\$33,917.42
Total Disbursements:		\$62,015.99

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

DISCUSSION:

Chief Martin reported on the following notable items contained within the bill list: fleet maintenance, small equipment maintenance, annual preventative maintenance on the vehicle exhaust system at the Union Fire Company and Rescue Squad, annual preventative maintenance on the HVAC systems at the Hopewell Valley Emergency Services Unit, the annual software maintenance agreement for the scheduling software used by the Hopewell Valley Emergency Services Unit, paper scanners for members of the Hopewell Valley Emergency Services Unit, payment for the management of the medical flexible spending program for members of the Hopewell Valley Emergency Services Unit, the annual payment for medical director services,

emergency medical services supplies, payment for the technical consultant for the sprinkler tank project, municipal finance training for an administrative member of the Hopewell Valley Emergency Services Unit, and emergency medical services training for members of the Union Fire Company and Rescue Squad and the Hopewell Valley Emergency Services Unit. Chief Martin answered questions related to the legal advertisement for the medical director services.

MOTION CARRIED

UNFINISHED BUSINESS

EMS Billing:
No report.

Water Study:
Chief Martin reported on the status of the installation of stand-pipes and the repair of a stand-pipe.

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:
Captain Ferrara and Chief Martin reported on communications matters and answered questions related to communications.

UFCRS Sprinkler System:
No report.

OFFICER'S REPORTS

Hopewell Valley Emergency Services Unit:
Chief Martin reported on the following: fleet maintenance, school district related matters, pump testing was coordinated for the Hopewell Borough Fire District and was completed for the Union Fire Company and Rescue Squad and the Hopewell Valley Emergency Services Unit, coverage was provided by members of the Hopewell Valley Emergency Services Unit for the volunteer agencies during the NJ Firefighters convention, Chief Martin attended basic drug recognition training, Hopewell Valley Emergency Services Unit attended Narcan training, and selective spinal immobilization training, radio system training, elevator training, and a walk through / public education at a large multi-family residence. Hopewell Valley Emergency Services Unit staff members assisted with the 9/11 anniversary events, Chief Martin attended the Hopewell Township Board of Health Advisory Committee Meeting, Specialist Williams of the Hopewell

Valley Emergency Services Unit attended the Mercer County Regional Emergency Medical Services Meeting, and Specialist Wilson attended the Hopewell Valley Municipal Alliance Meeting.

Union Fire Company and Rescue Squad:
No report.

Pennington First Aid Squad:
Captain Ferrara reported on the squad's most recent calls for service statistics. Continued discussion occurred on a new occupancy within the township that is increasing call volume. Chief Martin answered questions related to a Knox Box. Discussion was held on the pre-planning that has occurred at a multi-family building in the township and the sharing of the information learned with mutual aid companies.

Hopewell Fire Department and Emergency Medical Unit:
No report.

Pennington Fire Company:
No report.

Chairman Chipowsky advised Chief Martin to advise the Chiefs and Presidents of each organization to provide representation at the Board Meetings.

Vice-Chairman Lenarski expressed his appreciation to Chairman Chipowsky for his efforts with the 9/11 Memorial.

PUBLIC COMMENT (NON AGENDA)

None

EXECUTIVE SESSION RESOLUTION

Motion by Chairman Chipowsky and seconded by Treasurer Cseremsak to enter Executive Session at 7:43 PM.

ADJOURNMENT

Motion by Treasurer Cseremsak and seconded by Commissioner Lynch to adjourn the meeting at 8:23 PM.

MOTION CARRIED

Respectfully submitted,



Matthew Martin
Chief of Emergency Services

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

RESOLUTION 2014-25

**A RESOLUTION AUTHORIZING THE ADVERTISEMENT AND RECEIPT OF BIDS FOR
THE REHABILITATION OF AN UNDERGROUND SPRINKLER TANK AT UNION FIRE
COMPANY AND RESCUE SQUAD**

WHEREAS, Hopewell Township Fire District No. 1 has a need to rehabilitate an underground sprinkler tank at Union Fire Company and Rescue Squad; and

WHEREAS, it is necessary to put this matter out for bid pursuant to the provisions of N.J.S.A. 40A: 11-1, et. seq.; and

WHEREAS, technical specifications and a cost estimate have been prepared by consultants Mumford-Bjorkman Associates; and

WHEREAS, the Treasurer has certified that funds are available for the project; and

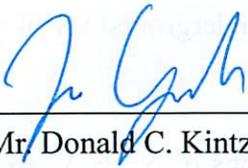
WHEREAS, the Hopewell Township Board of Fire Commissioners desires to advertise for and receive bids.

NOW, THEREFORE, BE IT RESOLVED, the following:

1. The Board of Fire Commissioners of Hopewell Township Fire District No.1 hereby authorizes the Chief of Emergency Services to advertise and receive bids for the rehabilitation of an underground sprinkler tank at Union Fire Company and Rescue Squad. The Chief of Emergency Services shall determine the time, date, and place for the receipt of said bids, which shall be received in accordance with the New Jersey Local Public Contracts Law.
2. A notice to bidders shall be published in regard to the receipt of bids for the rehabilitation of the underground sprinkler tank at Union Fire Company and Rescue Squad in accordance with the prepared specifications and requirements of the New Jersey Local Public Contracts Law.

BOARD OF FIRE COMMISSIONERS 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, September 18, 2014

**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. Timothy Lynch, Commissioner
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September 18, 2014