

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

**THURSDAY, MARCH 13, 2014**

**CALL MEETING TO ORDER/STATEMENT OF PROPER NOTICE** - Chairman Chipowsky called the meeting to order at 7:01 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.

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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:**

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

**PROFESSIONALS:**

Kevin Hart (Attorney for the Board) (arrived 7:16 PM)

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**RE-ORGANIZATION OF THE BOARD OF FIRE COMMISSIONERS**

**NOMINATIONS FOR 2014 BOARD OFFICERS**

Chairman Chipowsky called for the nominations for the 2014 Board of Fire Commissioners officers and asked if all present wanted to see any changes to the current positions. All members present did not wish to see any changes and a roll call vote was held. Chairman Chipowsky motioned and was seconded by Treasurer Cseremsak with all members present voting in favor.

## ELECTION OF 2014 BOARD OFFICERS

Chairman: Michael Chipowsky  
Vice-Chairman: Joseph Lenarski  
Treasurer: Michael Cseremsak  
Secretary: Donald Kintzel  
Commissioner At Large: Timothy Lynch

## CANDIDATES UNANIMOUSLY ELECTED

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### PUBLIC COMMENT (AGENDA)

None

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### NEW BUSINESS

None

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### 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:		\$75,858.75
Payroll Ending:	March 8, 2014	\$36,673.35
Employer Pension Liability:	2014	\$152,148.00
Total Disbursements:		\$264,680.10

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

### DISCUSSION:

Chief Martin reported on the notable items contained in the bill list including the following: The annual employer liability payments for the New Jersey Police and Firefighters Pension System and the New Jersey Public Employee Pension System. The year ending 2013 payment to the Pennington Borough Fire District for the Length of Service Awards Program (LOSAP), three (3) sets of firefighting turnout gear, fuel oil for the Union Fire Company and Rescue Squad, new tires for Tanker 53, response awards for the Union Fire Company and Rescue Squad, and the annual software maintenance contract with Fire House Software.

### MOTION CARRIED

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## **UNFINISHED BUSINESS**

EMS Billing:  
No progress.

Water Study:  
Chief Martin reported he asked the Township Administrator about the installation of a standpipe. The Board, Chief Martin, and Chief Burd discussed the possibility of having a meeting with the administrator and what progress has been made to date.

UFCRS Ambulance Replacement:  
Deputy Chief Soganic provided a progress report on the ambulance construction.

Union Fire Company and Rescue Squad Generator:  
Trustee Sullivan provided a progress report on the generator project. The Board and Chief Martin discussed the status of the development of bid documents.

Fire District Building Project:  
Chairman Chipowsky reported he had discussed the project with the Township Administrator.

EMS Dispatch:  
Chairman Chipowsky reported on information related to the transfer of emergency medical services dispatch from Capital Health Systems.

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## **OFFICERS REPORTS**

Hopewell Valley Emergency Services Unit:  
Chief Martin reported that the year ending 2013 audit has been completed. The year ending 2013 LOSAP review is still pending due to additional information that is needed from Lincoln Financial Group. Chief Martin attended the meeting of the Delaware River Canal Commission related to the replacement generator. The tires on Tanker 53 have been replaced. Work is underway on budget related matters. Chief Martin reported on a fire investigation. Chief Martin reported that quarter 1 apparatus inspections are underway, Ambulance 153-1 is currently out of service and is being repaired. Repairs to the damaged plymovent system at the Union Fire Company and Rescue Squad are expected to be completed next week or early the following week. Chief Martin reported on recent problems with radio communications that are being addressed by the respective fire chiefs.

Union Fire Company and Rescue Squad:  
Chief Burd reported on the most recent calls for service statistics for the Union Fire Company and Rescue Squad. Chief Burd reported that the fire company is discussing forming an auxiliary and plans for an upcoming community CPR course.

Chief Burd, Trustee Soganic, and the Board discussed the possibility of replacement of the current chief's car utilized by the Union Fire Company and Rescue Squad.

There was a discussion on the new county radio system with the Board and the officers present at the meeting.

Pennington First Aid Squad:  
No report.

Hopewell Fire Department and Emergency Medical Unit:  
Chief Varrasse reported on the most recent calls for service statistics for the Emergency Medical Unit. Chief Varrasse reported on their response to a large commercial building fire in another community. Chief Varrasse reported on the status of the building modifications at the fire house.

Pennington Fire Company:  
No report.

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**PUBLIC COMMENT (NON AGENDA)**

None

Chairman Chipowsky asked if there was a need for an executive session and Treasurer Cseremsak reported that an executive session was needed.

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**EXECUTIVE SESSION RESOLUTION**

Motion by Treasurer Cseremsak, seconded by Secretary Kintzel to enter Executive Session at 7:30 PM to discuss a contractual matter.

**MOTION CARRIED**

The Board re-entered open session at 7:34 PM.

**ADJOURNMENT**

Motion by Secretary Kintzel and seconded by Treasurer Cseremsak to adjourn the meeting at 7:34 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

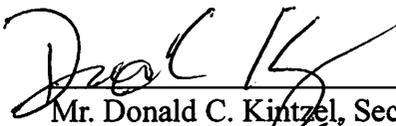
**WHEREAS**, the time when and circumstances under which discussion conducted in executive session may be disclosed to the public is when appropriate.

**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			✓			

  
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 Mr. Donald C. Kintzel, Secretary  
 A CERTIFIED COPY

March 13, 2014