

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

THURSDAY, JUNE 12, 2014

CALL MEETING TO ORDER/STATEMENT OF PROPER NOTICE - Chairman Chipowsky called the meeting to order at 7:04 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, Secretary Kintzel

MEMBERS ABSENT:

Commissioner Lynch

CHIEF OFFICERS PRESENT:

Captain Ferrara (Pennington First Aid Squad), First Assistant Captain Muccioli (Pennington First Aid Squad) Second Assistant Captain Schmitt (Pennington First Aid Squad), Chief Burd (Union Fire Company and Rescue Squad), Trustee Stephan (Union Fire Company and Rescue Squad) Engineer Pedersen (Union Fire Company and Rescue Squad), Chief of EMS Varrasse (Hopewell Fire Department and Emergency Medical Unit), Trustee Pollock (Pennington Fire Company), Chief Martin (Hopewell Valley Emergency Services Unit)

PROFESSIONALS:

Attorney Hart (arrived at 7:17PM)

MINUTES SUBMITTED FOR APPROVAL:

Motion by Treasurer Cseremsak, seconded by Vice-Chairman Lenarski to approve the regular and executive session minutes from March 13, 2014.

MOTION CARRIED

Motion by Treasurer Cseremsak, seconded by Vice-Chairman Lenarski to approve the regular and executive session minutes from March 27, 2014.

MOTION CARRIED

PUBLIC COMMENT (AGENDA)

None

NEW BUSINESS

RESOLUTION 2014-21

A RESOLUTION AUTHORIZING CHANGE ORDER #1 TO THE CONTRACT WITH ENVIROCON, INCORPORATED FOR A GENERATOR AT UNION FIRE COMPANY AND RESCUE SQUAD

Copy of resolution and record of vote is attached

DISCUSSION:

None

MOTION CARRIED

RESOLUTION 2014-22

A RESOLUTION AUTHORIZING THE PURCHASE OF GOODS OR SERVICES THROUGH STATE OF NEW JERSEY CONTRACTS AND COOPERATIVE PRICING AGREEMENTS

Copy of resolution and record of vote is attached

DISCUSSION:

None

MOTION CARRIED

Chief Martin explained the need for the resolution.

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:		\$30,165.66
Payroll Ending:	May 31, 2014	\$32,871.59
Total Disbursements:		\$63,037.25

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: the Length of Service Awards Program annual review. Structural firefighting boots for 2 members of the Hopewell Valley Emergency Services Unit. Repairs to Teli-Squirt 53. Repairs to the Chevy Tahoe and Ford Expedition assigned to the Hopewell Valley Emergency Services Unit. Fire hydrant markers. Uniforms for the Union Fire Company and Rescue Squad. Membership fees to the NJ Association of Fire Districts. Office supplies for the Hopewell Valley Emergency Services Unit and the quarter 2 cell phone reimbursements for the Union Fire Company and Rescue Squad.

MOTION CARRIED

UNFINISHED BUSINESS

EMS Billing:
No report.

Water Study:
Chief Martin reported on an upcoming meeting with the Township Administrator.

Union Fire Company and Rescue Squad Generator:
Chief Martin reported that the construction permits have been applied for and the pre-construction meeting has been scheduled.

Fire District Building Project:
No report.

EMS Dispatch:
Chief Martin reported on the transition of emergency medical services dispatch to Mercer County associated with the service. There was discussion related to the transition of dispatch services associated with members of the Board and those present at the meeting. Chairman Chipowsky asked that the unfinished business items for EMS dispatch and the county radio system be combined on the agenda.

County Radio System:

Chief Martin provided a status update on efforts underway to prepare for the start of the new radio system. Chief Martin expressed his appreciation to the members of the Hopewell Valley Radio Committee for all of the effort with the transition to the new system. There was discussion with those present and members of the Board related to the new radio system and the possibility of a change in the dispatch frequency for Hopewell Valley. Chief Martin reported on radio testing that has been underway.

UFCRS Sprinkler System:

Chief Martin reported on efforts underway to determine a consultant to assist with the technical specifications for the bid documents for the tank relining. Chief Martin reported that a request for quotations is required. Chief Martin reported on behalf of President Swanson on the sprinkler tank repairs.

OFFICERS REPORTS

Hopewell Valley Emergency Services Unit:

Chief Martin reported on the following: the Length of Service Awards Program for the year ending 2013 has been completed and filed with the appropriate agencies. The cascade system at the Union Fire Company and Rescue Squad has been repaired. Ambulance 153-1 has been returned to service after the door repair. Ambulance 153-2 is currently with the dealer for the 30 day return visit. The Hopewell Valley Bureau of Fire Safety completed fire code enforcement with the post prom party. A valley wide recall of self contained breathing apparatus units was coordinated and completed by Chief Martin. Chief Martin reported on the change that will be upcoming related to emergency medical services electronic patient care reporting. Chief Martin discussed and requested permission to request proposals for volunteer recruitment that was included in the Union Fire Company and Rescue Squad 2014 budget request. Chief Martin answered questions from the Board and those in attendance at the meeting related to his report.

Union Fire Company and Rescue Squad:

Engineer Pedersen provided a report to request the fire commissioners to obtain the ambulance from the Pennington First Aid Squad that will be replaced to be utilized as a swift water / water rescue unit by the Pennington First Aid Squad. Members of the Board, Chief 53, and Engineer Pedersen discussed the matter. Chief 53 discussed tanker truck replacement and the possibility of maintaining a fourth tanker in Hopewell Valley. Members of the Board discussed the matter with Chief 53. Discussions were held related to the possibility of Hopewell Township Public Works Employees responding to incidents during the day.

Pennington First Aid Squad:

No report.

Hopewell Fire Department and Emergency Medical Unit:

Chief Varrasse reported on the squad's most recent calls for service statistics. Chief Varrasse also reported on the annual parade.

Pennington Fire Company:

No report.

PUBLIC COMMENT (NON AGENDA)

None.

Chairman Chipowsky asked if there was need for executive session and there was not a need.

Chairman Chipowsky asked if Attorney Hart had any matters to bring before the Board and he did not.

ADJOURNMENT

Motion by Secretary Kintzel and seconded by Treasurer Cseremsak to adjourn the meeting at 7:37 PM.

MOTION CARRIED

Respectfully submitted,



Matthew Martin
Chief of Emergency Services

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

RESOLUTION 2014-21

**A RESOLUTION AUTHORIZING CHANGE ORDER #1 TO THE CONTRACT WITH
ENVIROCON, INCORPORATED FOR A GENERATOR AT UNION FIRE COMPANY
AND RESCUE SQUAD**

WHEREAS, on May 22, 2014 the Board of Fire Commissioners of Hopewell Township Fire District No.1 authorized a contract with Envirocon, Incorporated in the amount of \$84,150.00 for the purchase and installation of a Generator at Union Fire Company and Rescue Squad; and

WHEREAS, section 21 of the Contract, Time of Completion and Liquidated Damages, indicated that the project shall be completed by August 1, 2014; and

WHEREAS, due to the lead time required for the delivery of the generator, Envirocon, Incorporated estimates that the project will be completed by November 1, 2014; and

WHEREAS, the total amount of the project will not change as a result of a completion date adjustment; and

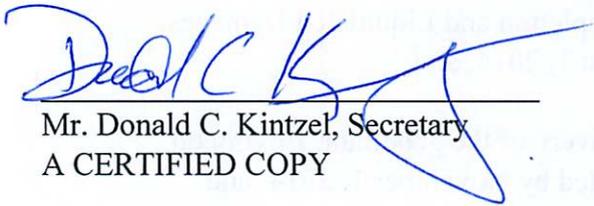
WHEREAS, the Chief of Emergency Services recommends that Change Order #1 which extends the completion date from August 1, 2014 to November 1, 2014 and does not change the total contract amount of the project be approved by the Board of Fire Commissioners.

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 extension in the project completion date from August 1, 2014 to November 1, 2014 be and is hereby approved with respect to the contract for an Generator at Union Fire Company and Rescue Squad.
- That the amount of all Change Orders be a 0% change to the total contract amount with Envirocon, Incorporated.

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

June 12, 2014

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

RESOLUTION 2014-22

**A RESOLUTION AUTHORIZING THE PURCHASE OF GOODS OR SERVICES THROUGH
STATE OF NEW JERSEY CONTRACTS AND COOPERATIVE PRICING AGREEMENTS**

WHEREAS, the Board of Fire Commissioners in the Township of Hopewell has the need to purchase various goods or services in the 2014 fiscal year; and

WHEREAS, it is anticipated that some goods or services will exceed the bidding threshold of \$17,500, as established in the Local Public Contracts law by commodity, in the aggregate; and,

WHEREAS, all State Contract and Cooperative Pricing Agreements awards have been publicly bid; and

WHEREAS, pursuant to the provisions of N.J.S.A. 40A:11-12 contracting units are permitted the use of some awarded New Jersey State Contracts; and

WHEREAS, pursuant to the provisions of N.J.S.A. 40A:11-11 contracting units are permitted to enter into Cooperative Pricing Agreements, whereby permitting them the use of those awarded contracts; and

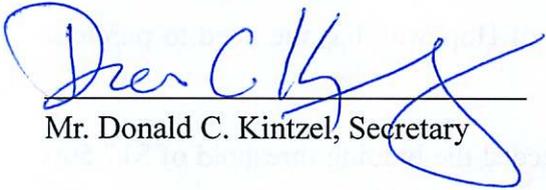
WHEREAS, the Board of Fire Commissioners in the Township of Hopewell is a member of the following Cooperative Pricing Agreements and desires continued use of these in 2014;

Mercer County #CK09

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners in the Township of Hopewell, Mercer County, State of New Jersey, that it hereby authorizes the purchase of goods and services from New Jersey State Contract and Cooperative Pricing Agreement Vendors.

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

6/12/14