

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING
HOPEWELL TOWNSHIP FIRE DISTRICT NO.1
THURSDAY, JULY 9, 2015**

The regular meeting of the Board of Fire Commissioners was held on July 9, 2015 at the Hopewell Township Municipal Services Building Titusville New Jersey at 7:02 PM.

CALL MEETING TO ORDER / STATEMENT OF NOTICE

Chairman Chipowsky called the meeting to order and stated that the notice of the meeting had been posted on the Hopewell Township Municipal Bulletin Board and forwarded to the Hopewell Valley News, Times of Trenton, and had been placed on the Hopewell Township Fire District Web-Site in accordance with the requirements of the Open Public Meeting Act.

PLEDGE OF ALLEGIANCE & SALUTE TO THE FLAG

The Pledge of Allegiance was led by Chairman Chipowsky.

ROLL CALL BY CHAIRMAN

Present:

Chairman Chipowsky, Vice-Chairman Lenarski, Treasurer Cseremsak

Absent:

Commissioner Kintzel, Secretary Lynch

Also Present:

Chief Morehouse, Clerk Varrasse, (Hopewell Fire Department and Emergency Medical Unit), Trustee Pollock, Chief Deforte (Pennington Fire Company), Chief Malkiewicz, President Swanson, Captain Beninato (Union Fire Company & Rescue Squad), Chief Martin, Specialist Fosina (Hopewell Township Fire District No.1), Captain Ferrara (Pennington First Aid Squad)

MINUTES SUBMITTED FOR APPROVAL

Treasurer Cseremsak motioned to accept the January 8, 2015 Regular and Executive Session Minutes, and was seconded by Vice-Chairman Lenarski.

PUBLIC COMMENT (AGENDA)

None

NEW BUSINESS

RESOLUTION 2015-35

A RESOLUTION AWARDED A PROFESSIONAL SERVICES CONTRACT WITH VAN CLEEF ENGINEERING ASSOCIATES FOR ENGINEERING SERVICES

WHEREAS, Hopewell Township Fire District No. 1 has a need to acquire engineering services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the Board has determined that the value of the contract will exceed \$17,500.00; and

WHEREAS, the anticipated term of this contract is 12 months; and

WHEREAS, Van Cleef Engineering Associates has submitted a proposal dated June 16, 2015 indicating they will provide the engineering services for \$18,800.00; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires a resolution authorizing the award of contracts for "Professional Services" without competitive bids, and that the contract itself shall be made available for public inspection, and any contract in excess of \$17,500.00 is subject to the requirements of the New Jersey Pay to Play regulations; and

WHEREAS, Van Cleef Engineering Associates has completed and submitted a Business Entity Disclosure Certification which certifies that Van Cleef Engineering Associates has not made any reportable contributions to a political or candidate committee in the Hopewell Township Fire District No. 1, Board of Fire Commissioners in the previous year, and that the contract will prohibit Van Cleef Engineering Associates from making any reportable contributions through the term of the contract; and

WHEREAS, the Treasurer of the Board of Fire Commissioners certifies that funds are available for this purpose.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners of Hopewell Township Fire District No. 1 authorizes the Chairman to enter into a contract with Van Cleef Engineering Associates as described herein; and.

BE IT FURTHER RESOLVED, that the Business Disclosure Entity Certification and the Contract be available for public inspection in the office of the Chief of Emergency Services.

The resolution was moved by Treasurer Cseremsak and seconded by Vice-Chairman Lenarski. The motion to pass the resolution carried. Chief Martin explained the need for the resolution and the services of the professional engineer.

TREASURER'S REPORT

Treasurer Cseremsak read the summary of the Bills and Claims dated July 9, 2015 and was seconded by Vice-Chairman Lenarski. Chief of Emergency Services Martin provided a report on the disbursements for consideration by the Board. A roll call vote was held and the following amounts were authorized:

Bill List:		\$72,204.93
Payroll Ending:	June 27, 2015	\$37,934.55
Total Disbursements:		\$110,139.48

UNFINISHED BUSINESS

A. EMS BILLING:

Chief Martin reported that he discussed emergency medical services billing with the Hopewell Township Administrator.

B. WATER STUDY:

Chief Martin discussed stand-pipes with the Board. Chief Martin requested permission to send a letter on behalf of the Board to the Hopewell Township Committee to encourage the dredging of the pond located off of Mercer County Route 654.

C. FIRE DISTRICT BUILDING PROJECT:

The Board and Chief Martin discussed the possible emergency services building to be located off of Scotch Road.

E. COMMUNICATIONS:

The Board, Chief Martin, Captain Ferrara, and Trustee Pollock discussed communications.

F. UFCRS SPRINKLER SYSTEM:

No report.

G. VOLUNTEER RECRUITMENT:

Chief Martin reported on social media postings and progress with the recruitment program. Chief Martin reported on equipment that had been ordered to support the recruitment program. Chief Morehouse, Chief Malkiewicz, Captain Ferrara, Trustee Pollock, Captain Beninato and Clerk Varrasse provided feedback on the recruitment program.

H. REPLACEMENT AMBULANCE:

Chief Martin reported that the Board is still waiting on the final confirmation of membership in the Houston Galveston Cooperative. The Pennington First Aid Squad replacement ambulance was discussed with the Board and Captain Ferrara.

I. PENNINGTON FIRE COMPANY REPLACEMENT LADDER TRUCK:

Chief Martin and Trustee Pollock reported on information gathered at the request of the Board from the Pennington Borough Fire District related to the replacement ladder truck.

HOPEWELL VALLEY EMERGENCY SERVICES UNIT REPORT

Chief of Emergency Services Martin expressed his appreciation for the assistance provided by the valley organizations at the fire works show. Chief Martin reported on members of the Hopewell Valley Emergency Services Unit who attended the New Jersey Weekend at the National Fire Academy.

UNION FIRE COMPANY AND RESCUE SQUAD REPORT

Chief Malkiewicz provided the Board with the Union Fire Company & Rescue Squads most recent calls for service statistics. Chief Malkiewicz reported on an fire water impairment at a local pharmaceutical company, a member who graduated high school, the annual pancake breakfast, a junior member who received a special award from the Hopewell Valley Regional School District, rules for the junior program, member training, and fleet maintenance.

PENNINGTON FIRST AID SQUAD

Captain Ferrara discussed the Pennington First Aid Squad's most recent calls for service statistics and discussed the replacement ambulance. Captain Ferrara and the Board discussed mutual aid calls. There was discussion on recent press regarding trauma centers.

HOPEWELL FIRE DEPARTMENT AND EMU REPORT

Chief Morehouse reported on new members, fleet maintenance, and LOSAP.

PENNINGTON FIRE COMPANY REPORT

Trustee Pollock reported on firefighter one graduates. Trustee Pollock, Chief Martin, and the Board discussed the building improvements underway and proposed for the fire station.

PUBLIC COMMENT (NON AGENDA)

Vice-Chairman Lenarski reported on a meeting he attended regarding the changes proposed for the Pennington Circle located on State Highway 31. The Board and those present at the meeting discussed the project. Vice-Chairman Lenarski reported on his attendance at an operational training exercise attended by members of the Hopewell Valley Emergency Services Unit and how impressed he and others were by the professionalism demonstrated by the members. Chief Martin was thanked by the Board. Chief Martin, the Board, Chief Deforte, and Trustee Pollock discussed solar panels. Chief Deforte and the Board discussed the replacement ladder truck.

EXECUTIVE SESSION RESOLUTION:

Chairman Chipowsky asked if there was a need for an Executive Session and there was not.

ADJOURNMENT:

Treasurer Cseremsak motioned to adjourn the meeting and was seconded by Vice-Chairman Lenarski at 7:45 PM. The motion carried.

Respectfully submitted,



Matthew G. Martin
Chief of Emergency Services