

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING
HOPEWELL TOWNSHIP FIRE DISTRICT NO.1
THURSDAY, SEPTEMBER 24, 2015**

The regular meeting of the Board of Fire Commissioners was held on August 27, 2015 at the Hopewell Township Municipal Services Building Titusville New Jersey at 7:00 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, Commissioner Kintzel

Absent:

Secretary Lynch

Also Present:

Clerk Varrasse, (Hopewell Fire Department and Emergency Medical Unit), Chief Martin, Lieutenant Moore (Hopewell Township Fire District No.1), Chief Malkiewicz (Union Fire Company and Rescue Squad)

MINUTES SUBMITTED FOR APPROVAL

Vice-Chairman Lenarski motioned to accept the April 9, 2015 Regular and Executive Session Minutes, and was seconded by Commissioner Kintzel.

Treasurer Cseremsak motioned to accept the April 23, 2015 Regular and Executive Session Minutes, and was seconded by Vice-Chairman Lenarski.

PUBLIC COMMENT (AGENDA)

None

NEW BUSINESS

None

TREASURER'S REPORT

Treasurer Cseremsak read the summary of the Bills and Claims dated September 24, 2015 and was seconded by Commissioner Kintzel. 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:		\$189,054.71
Payroll Ending:	September 5, 2015	\$40,954.05
Payroll Ending:	September 19, 2015	\$41,042.18
Total Disbursements:		\$230,008.76

UNFINISHED BUSINESS

A. EMS BILLING:

Chief Martin reported on ems billing.

B. WATER STUDY:

No report.

C. FIRE DISTRICT BUILDING PROJECT:

No report.

D. COMMUNICATIONS:

Chief Martin reported on a communications problem that affected the dispatching of emergency services organizations.

E. UFCRS SPRINKLER SYSTEM:

Chief Martin reported on behalf of the professional engineer hired by the Board to assist with tank project.

F. VOLUNTEER RECRUITMENT:

Chief Martin reported on social media postings and a public relations campaign related toward fire prevention week. Chief Martin reported on a map that is being drafted to assist prospective volunteers with locating the fire and or emergency medical services organization closest to them. Chief Martin and Chief Malkiewicz answered questions from the Board related to the success of the program.

G. REPLACEMENT AMBULANCE:

Chief Martin reported that a quote had been received for the ambulance and will need to be reviewed internally. Chief Martin and Chief Malkiewicz answered questions from the Board.

H. PENNINGTON FIRE COMPANY REPLACEMENT LADDER TRUCK:

The Board and Chief Martin discussed the replacement ladder truck.

I. INDEPENDENT REVIEW OF APPARATUS:

The Board explained their intention to hire a consultant to complete an independent review of apparatus needs in the community.

J. PENNINGTON FIRST AID LOSAP:

Chief Martin reported that additional information was needed so that the contribution listing can be posted for 30 days and the funds deposited into the members accounts. Chief Martin answered questions related to LOSAP from the Board.

HOPEWELL VALLEY EMERGENCY SERVICES UNIT REPORT

Chief of Emergency Services Martin provided the Board with a monthly report created by Lieutenant Moore, reported on the upcoming dinner for first responders being held by a local church, the upcoming

Knights of Columbus Shield Awards, the introductory open house being offered to teach the community about fire safety, work that was underway with launching the "Fire Is" program, and the attendance at a grant seminar by Vice-Chairman Lenarski and Lieutenant Moore. The Board, Chief Martin, and Chief Malkiewicz discussed the grant program.

UNION FIRE COMPANY AND RESCUE SQUAD REPORT

Chief Malkiewicz reported on fleet maintenance, attendance at memorial events for 9/11, preparations for the upcoming Mercer County Fireman's Association Parade, preparations to attend the upcoming open house, coverage while members were attending the State Fireman's Association Convention in Wildwood NJ, opportunities that members have to come to the fire house on Sunday mornings to train, a member who is interested in becoming an assistant engineer, budget development for the 2016 budget, the growing junior program, and the status of the replacement command vehicle.

PENNINGTON FIRST AID SQUAD

Clerk Varrasse reported on behalf of the Pennington First Aid Squad that the new ambulance is in service.

HOPEWELL FIRE DEPARTMENT AND EMU REPORT

Clerk Varrasse reported that the annual Harvest Fair would be attended by the Hopewell Fire Department and Emergency Medical Unit.

PENNINGTON FIRE COMPANY REPORT

No report.

PUBLIC COMMENT (NON AGENDA)

Vice-Chairman Lenarski expressed his appreciation to Chairman Chipowsky for all of the efforts undertaken each year to remember the events of September 11, 2001. Vice-Chairman Lenarski reported that he and Commissioner Kintzel attended the State Association of Fire Districts meeting and provided a report.

BUDGET WORK SESSION

Chief Martin provided the Board with a chart of accounts pertaining mainly to administrative functions of the Board. Chief Martin answered questions from the Board on the presentation. The Board and Chief Martin also discussed debt service. Chief Malkiewicz asked the Board to consider long range replacement of equipment. Chief Martin provided a budget on behalf of President Swanson of the Union Fire Company & Rescue Squad (Administration) and explained the budget request.

** Chairman Chipowsky reported on an injured member of the Union Fire Company & Rescue Squad.

EXECUTIVE SESSION RESOLUTION:

None

ADJOURNMENT:

Treasurer Cseremsak motioned to adjourn the meeting and was seconded by Vice-Chairman Lenarski at 7:35 PM. The motion carried.

Respectfully submitted,



Matthew G. Martin
Chief of Emergency Services