

**BOARD OF FIRE COMMISSIONERS SPECIAL MEETING
HOPEWELL TOWNSHIP FIRE DISTRICT NO.1
TUESDAY, DECEMBER 1, 2015**

The special meeting of the Board of Fire Commissioners was held on December 1, 2015 at the Hopewell Township Municipal Services Building Titusville New Jersey at 6:09 PM.

CALL MEETING TO ORDER / STATEMENT OF NOTICE

Chairman Chipowsky called the meeting to order and stated that the notice of the special meeting had been posted on the Hopewell Township Municipal Bulletin Board and forwarded to the Hopewell Valley News on November 25, 2015, Times of Trenton on November 20, 2015, 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, Commissioner Kintzel, Treasurer Cseremsak

Absent:

Secretary Lynch

Also Present:

Chief of Emergency Services Matthew Martin, Purchasing Agent Sarah Ocicki (Hopewell Township Fire District No.1, Chief Bryan Malkiewicz (Union Fire Company & Rescue Squad)

MINUTES SUBMITTED FOR APPROVAL

Treasurer Cseremsak motioned to accept the June 25, 2015 Regular and Executive Session Minutes and was seconded by Vice-Chairman Lenarski. The motion carried.

Treasurer Cseremsak motioned to accept the July 9, 2015 Regular Session Minutes and was seconded by Vice-Chairman Lenarski. The motion carried.

Treasurer Cseremsak motioned to accept the July 23, 2015 Regular Session Minutes and was seconded by Vice-Chairman Lenarski. The motion carried.

Treasurer Cseremsak motioned to accept the August 13, 2015 Regular and Executive Session Minutes and was seconded by Vice-Chairman Lenarski. The motion carried.

The Regular and Executive Session Minutes from August 27, 2015 were presented but were not accepted. The minutes will be presented at a future meeting.

Commissioner Kintzel motioned to accept the Regular Session Minutes from September 24, 2015 and was seconded by Treasurer Cseremsak. The motion carried.

Treasurer Cseremsak motioned to accept the Regular Session Minutes from October 15, 2015 and was seconded by Commissioner Kintzel. Vice-Chairman Lenarski abstained as he was not present at the meeting and the motion carried.

Treasurer Cseremsak motioned to accept the Regular and Executive Session Minutes from October 29, 2015 and was seconded by Vice-Chairman Lenarski. The motion carried.

Commissioner Kintzel motioned to accept the Regular and Executive Session Minutes from November 12, 2015 and was seconded by Vice-Chairman Lenarski. The motion carried.

PUBLIC COMMENT (AGENDA)

None

NEW BUSINESS

None

TREASURER'S REPORT

Treasurer Cseremsak read the summary of the Bills and Claims dated December 1, 2015 and was seconded by Vice-Chairman Lenarski. The Board and Purchasing Agent Ocicki discussed the total of the bill list and the corrected amount was noted by Chief Martin. A roll call vote was held and the following amounts were authorized:

Bill List:		\$32,289.43
Payroll Ending:	November 14, 2015	\$39,563.07
Payroll Ending:	November 28, 2015	\$40,924.88
Total Disbursements:		\$112,777.38

PUBLIC COMMENT (NON AGENDA)

None

BUDGET DISCUSSION

Purchasing Agent Ocicki, Chief Martin, and Commissioner Kintzel provided a report on the proposed 2016 budget and answered questions from the Board related to the 2016 budget as proposed. The Board and Chief Martin discussed the vehicle exhaust system at the Pennington Fire Company and the funding for the ventilation system. The Board requested that Chief Martin determine the amount of surplus funds the Pennington Borough Fire District has that is township funds. Also discussed was an additional Specialist and contractual increases. Chief Martin expressed his appreciation to Purchasing Agent Ocicki and Commissioner Kintzel for the work on the budget. Chief Martin advised Chief Malkiewicz that he made a small increase for a portable radio and moved the recruitment program into the board level accounts. Chief Martin also reported on the recruitment training requested by Chief Malkiewicz.

EXECUTIVE SESSION RESOLUTION

Chairman Chipowsky asked if an executive session was needed and it was not.

ADJOURNMENT:

Treasurer Cseremsak motioned to adjourn the meeting and was seconded by Vice-Chairman Lenarski at 6:26 PM. The motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'mfm', is positioned below the text 'Respectfully submitted,'.

Matthew G. Martin
Chief of Emergency Services