

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING
HOPEWELL TOWNSHIP FIRE DISTRICT NO.1
THURSDAY, MAY 14, 2015**

The regular meeting of the Board of Fire Commissioners was held on May 14, 2015 at the Hopewell Township Municipal Services Building Titusville New Jersey at 7:02 PM.

CALL MEETING TO ORDER / STATEMENT OF NOTICE

Vice-Chairman Lenarski 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 Vice-Chairman Lenarski.

ROLL CALL BY CHAIRMAN

Present: Vice-Chairman Lenarski, Secretary Lynch (arrived 7:45 PM), Treasurer Cseremsak, Commissioner Kintzel

Absent: Chairman Chipowsky

Also Present: Clerk Varrasse, Chief Morehouse (Hopewell Fire Department and Emergency Medical Unit), Captain Ferrara (Pennington First Aid Squad), Chief Malkiewicz (Union Fire Company and Rescue Squad), Chief Martin, (Hopewell Township Fire District No.1), Attorney Hart (Stark & Stark)

MINUTES SUBMITTED FOR APPROVAL

Commissioner Kintzel motioned to accept the November 20, 2014 Regular Session Minutes, and was seconded by Treasurer Cseremsak. The motion carried and the minutes were accepted.

Treasurer Cseremsak motioned to accept the December 11, 2014 Regular and Executive Session Minutes, and was seconded by Commissioner Kintzel. The motion carried and the minutes were accepted.

PUBLIC COMMENT (AGENDA)

None

NEW BUSINESS

RESOLUTION 2015-26

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF FIRE DISTRICT NO. 1 IN THE TOWNSHIP OF HOPEWELL, IN THE COUNTY OF MERCER CONCERNING REVIEW OF FINDINGS AND RECOMMENDATIONS OF THE LOCAL FINANCE BOARD MADE AT A MEETING OF SAID BOARD ON APRIL 22, 2015 IN ACCORDANCE WITH N.J.S.A 40A:5A-7

WHEREAS, the Local Finance Board at its meeting of April 22, 2015 issued positive findings of its review of a bond question approved at the annual election of The Board of Commissioners of Fire District No. 1 in the Township of Hopewell, in the County of Mercer, New Jersey (the "Fire District") on

February 21, 2015, authorizing the issuance of \$175,000 of fire district bonds to finance the purchase of an ambulance; and

WHEREAS, such resolution of the Local Finance Board has been filed with the Secretary of the Fire District, and a copy has been received by each member of the governing body, and

WHEREAS, N.J.S.A. 40A:5A-7 requires that the governing body of the Fire District, within 45 days of receipt of the Local Finance Board's findings and recommendations, shall certify by resolution to the Local Finance Board that the members thereof have personally reviewed the findings and recommendations, and

WHEREAS, the members of the governing body of the Fire District have personally reviewed the Local Finance Board's findings and recommendations on the proposed project financing as evidenced by group affidavit of the governing body, and

WHEREAS, failure to comply with this requirement may subject the members of the Fire District to the penalty provisions of R.S. 52:27BB-52.

NOW THEREFORE, BE IT RESOLVED that the governing body of The Board of Commissioners of Fire District No. 1 in the Township of Hopewell, in the County of Mercer, New Jersey hereby states that it has complied with the requirements of N.J.S.A. 40A:5A-7 and does hereby submit a certified copy of this resolution and the required affidavit to the Local Finance Board to show evidence of said compliance.

Vice-Chairman Lenarski expressed his concern that Board had not received a formal written communication from the Local Finance Board related to the findings of the Board. After a brief discussion involving the members of the Board and Chief Martin a decision was made to table the resolution until such time as a form report had been received from the Local Finance Board.

RESOLUTION 2015-27

A RESOLUTION CERTIFYING THE REVIEW OF THE ANNUAL REPORT OF AUDIT FOR THE YEAR ENDED DECEMBER 31, 2014

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made; and

WHEREAS, the annual report of audit for the year ended December 31, 2014 has been completed and filed with the Board of Fire Commissioners of Fire District No. 1 for the Township of Hopewell, County of Mercer, pursuant to N.J.S.A. 40A:5A-15; and

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual report of audit, specifically the section entitled "Schedule of Findings and Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

WHEREAS, the Board of Commissioners have received the annual report of audit, and have specifically reviewed the section entitled "Schedule of Findings and Recommendations," in accordance with N.J.S.A. 40A:5A-17.

NOW, THEREFORE, BE IT RESOLVED, the Commissioners of Fire District No. 1 in the Township of Hopewell, County of Mercer, hereby certifies to the Local Finance Board of the State of New Jersey that each board member has personally review the annual report of audit for the year ended December 31,

2014 and specifically has reviewed the sections of the report of audit entitled "Schedule of Findings and Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board..

BE IT FURTHER RESOLVED, that the Secretary of the Fire District is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

The resolution was moved by Treasurer Cseremsak and seconded by Commissioner Kintzel. The motion to pass the resolution carried. Members of the Board expressed their appreciation to Chief Martin and Administrative Assistant Ocicki for the efforts in obtaining the report of audit. It was also reported that there were no formal recommendations in the audit and the document only contained discussion only recommendations. Vice-Chairman Lenarski reported that the members not present at the meeting would be provided with the audit documents and would sign the Group Affidavit Form.

RESOLUTION 2015-28

RESOLUTION DETERMINING THE FORM AND OTHER DETAIL OF NOT TO EXCEED \$175,000 FIRE DISTRICT BONDS OF THE BOARD OF COMMISSIONERS OF FIRE DISTRICT NO. 1 IN THE TOWNSHIP OF HOPEWELL, IN THE COUNTY OF MERCER, NEW JERSEY AND PROVIDING FOR THE SALE AND THE DELIVERY OF SUCH BONDS

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF FIRE DISTRICT NO. 1 IN THE TOWNSHIP OF HOPEWELL, IN THE COUNTY OF MERCER, NEW JERSEY AS FOLLOWS:

Section 1. The Board of Commissioners of Fire District No. 1 in the Township of Hopewell, in the County of Mercer, New Jersey (the "Board" when referring to the governing body and the "Fire District" when referred to the legal entity and the territorial boundaries governed by the Board) hereby authorizes the sale of an amount not exceeding \$175,000 Fire District bonds to be issued as a single series of bonds (the "Bonds").

The Bonds are being issued by virtue of a proposal approved by the voters of the Fire District at its election of February 21, 2015 authorizing the issuance of the Bonds, the proceeds of which will be used to undertake the acquisition of an ambulance. The Bonds shall mature in the principal amounts on or about July 15 in each of the years as follows:

The Bonds are not subject to redemption prior to maturity. The Bonds shall be seven in number, unless specified otherwise by the Board Chairman, with one certificate being issued for each year of maturity, and shall be numbered R-1 to R-7, inclusive.

Section 2. The Bonds are hereby authorized to be sold to Hopewell Valley Community Bank (the "Purchaser") at a rate of 3.25% per annum as a private placement in accordance with their term sheet (the "Term Sheet"). The purchase price for the Bonds will equal the par amount of the Bonds. The Board Chairman is hereby authorized to accept the terms of the Term Sheet on behalf of the Fire District for the sale of the Bonds to the Purchaser in accordance with the provisions of this resolution.

Section 3. The Bonds may be issued in fully registered form. One certificate shall be issued for the aggregate principal amount of Bonds. The principal of and interest on the Bonds will be payable in lawful money of the United States of America. Each certificate will be registered in the name of a paying agent or securities depository approved by the Board Chairman.

The Bonds will bear interest payable semiannually on or about the fifteenth days of January and July in each year until maturity, commencing on or about July 15, 2016 at a single rate per annum, expressed in a multiple of 1/8 or 1/20 of 1% and proposed by the successful bidder in accordance with the Term Sheet in consultation with McManimon, Scotland & Baumann, LLC, Bond Counsel to the Fire District.

The Bond or Bonds shall be executed by the manual or facsimile signature of the Board Chairman under the official seal or facsimile thereof affixed, printed, engraved or reproduced thereon and attested by the manual signature of the Secretary of the Board. The following matters are hereby determined with respect to the Bonds:

Date of Bonds: On or about July 15, 2015,
Interest Payment
Dates: On or about each January 15 and July 15,
commencing on or about July 15, 2016.

Section 4. The Bonds shall be substantially in the form attached hereto as Exhibit A with such additions, deletions and omissions as may be necessary for the Fire District to market the Bonds.

Section 5. The Board hereby ratifies the sale of the Bonds through a private sale by the Board Chairman pursuant to the requirements of Chapter 264, Public Laws 2003, approved January 14, 2004. In consultation with Bond Counsel, the Board Chairman is authorized to revise the interest payment dates, principal payment amounts, the form of the Bond and number of maturities provided for herein between the sale date and closing date on such Bonds. The Board hereby designates the Board Chairman to sell and to award the Bonds in accordance with the Term Sheet.

Section 6. The Bonds shall have printed thereon a copy of the written opinion with respect to the Bonds that is to be rendered by Bond Counsel, complete except for omission of its date.

Section 7. Bond Counsel is authorized to arrange for the printing of the Bonds.

Section 8. The Fire District hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended, in order to preserve the exemption from taxation of interest on the Bonds, including the requirement to rebate all net investment earnings on the gross proceeds above the yield on the Bonds.

Section 9. The Board Chairman is hereby authorized to make representations and warranties, if necessary, to enter into agreements and to make all arrangements with the paying agent as may be necessary in order to provide that the Bonds will be eligible for deposit with the paying agent and to satisfy any obligation undertaken in connection therewith.

Section 10. The Board Chairman is authorized to invest the proceeds of the Bonds in investment obligations or deposits as permitted in accordance with New Jersey law. The Board Chairman and Bond Counsel are hereby authorized to take the necessary actions to fulfill the intent and requirements of this resolution.

Section 11. This resolution shall take effect immediately.

The foregoing resolution was adopted by the following vote:

EXHIBIT A

REGISTERED
NUMBER R-1

REGISTERED
\$175,000

UNITED STATES OF AMERICA
STATE OF NEW JERSEY

THE BOARD OF COMMISSIONERS OF
FIRE DISTRICT NO. 1 IN THE
TOWNSHIP OF HOPEWELL, IN THE
COUNTY OF MERCER

FIRE DISTRICT BOND

THE BOARD OF COMMISSIONERS OF FIRE DISTRICT NO. 1 IN THE TOWNSHIP OF HOPEWELL, IN THE COUNTY OF MERCER, NEW JERSEY (the "Board" or the "Fire District"), hereby acknowledges itself indebted and for value received promises to pay to Hopewell Valley Community Bank or its registered assigns, on each maturity date specified in Schedule A which is attached hereto, the principal amount set forth for such dates in Schedule A for the aggregate principal sum of ONE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$175,000) and to pay interest on the outstanding principal of such sum from the dated date at the rate of interest per annum specified in the attached Schedule A payable by check or draft mailed or delivered semiannually on the fifteenth days of January and July in each year until maturity, commencing July 15, 2016. Both the principal of and the interest on this bond are payable in lawful money of the United States of America. The final principal installment shall be payable upon presentation and surrender of this bond.

This bond is transferable by delivery only upon the books of the Fire District by the registered owner hereof in person, or by its attorney, duly authorized in writing upon surrender hereof, together with written instrument of transfer satisfactory to the Fire District, and thereupon the Fire District will issue in the name of the transferee a new registered bond or bonds of the same aggregate principal amount, maturity, and interest rate as the surrendered bond.

The bonds are not subject to redemption prior to their stated maturities.

This bond is one of an authorized issue of bonds and is issued pursuant to Title 40A:14-70 et seq. of the New Jersey Statutes and a proposal adopted by the Board and approved by a majority of the voters of the Fire District at the special Fire District election on February 21, 2015.

The full faith and credit of the Fire District are hereby irrevocably pledged for the punctual payment of the principal of and the interest on this bond according to its terms.

It is hereby certified and recited that all conditions, acts and things required by the constitution or the statutes of the State of New Jersey to exist, to have happened or to have been performed precedent to or in the issuance of this bond exist, have happened and have been performed and that the issue of bonds of which this is one, together with all other indebtedness of the Fire District, is within every debt and other limit prescribed by such constitution or statutes.

IN WITNESS WHEREOF, THE BOARD OF COMMISSIONERS OF FIRE DISTRICT NO. 1 IN THE TOWNSHIP OF HOPEWELL, IN THE COUNTY OF MERCER, New Jersey has caused this bond to be executed in its name by the manual or facsimile signature of its Chairman, its corporate seal to be hereunto imprinted or affixed, this bond and the seal to be attested by the manual signature of its Secretary, and this bond to be dated the Dated Date as specified above.

The resolution was moved by Treasurer Cseremsak and seconded by Commissioner Kintzel. The motion to pass the resolution carried.

RESOLUTION 2015-29

A RESOLUTION AUTHORIZING THE HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1 BOARD OF FIRE COMMISSIONERS TO ENTER INTO A COOPERATIVE PRICING AGREEMENT

WHEREAS, N.J.S.A 40A:11-11(5) authorizes units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, on Thursday, May 14, 2015 the Board of Fire Commissioners of Hopewell Township Fire District No. 1, County of Mercer, State of New Jersey, hereinafter referred to as the “Fire District”, duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

WHEREAS, the Middlesex Regional Educational Services Commission, hereinafter referred to as the “Lead Agency ” has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

NOW, THEREFORE, BE IT RESOLVED, pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the Fire District is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

BE IT FURTHER RESOLVED that the Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

The resolution was moved by Treasurer Cseremsak and seconded by Commissioner Kintzel. The motion to pass the resolution carried.

TREASURER’S REPORT

Treasurer Cseremsak read the summary of the Bills and Claims dated May 14, 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:		\$96,215.00
Payroll Ending:	May 2, 2015	\$41,368.67
Total Disbursements:		\$137,583.67

UNFINISHED BUSINESS

A. EMS BILLING:
No report.

B. WATER STUDY:
Chief Martin reported on efforts by the Hopewell Township Administrator related to the installation of new stand pipes and the repair of an existing stand pipe. Chief Martin answered a question from Vice-Chairman Lenarski related to an out of service fire hydrant on Reed Road.

C. FIRE DISTRICT BUILDING PROJECT:
No report.

E. COMMUNICATIONS:

Chief Martin reported on communications matters. Discussion occurred on communications matters that involved the Board, Chief Martin, Clerk Varrasse, and Captain Ferrara.

F. UFCRS SPRINKLER SYSTEM:

Chief Martin reported on efforts to hire a professional engineer to assist with the re-bidding of the tank relining project.

G. VOLUNTEER RECRUITMENT:

Chief Martin reported on social media posting and a Mother's Day campaign that received local press coverage. Chief Martin reported that recruitment materials will be present at Pennington Day.

H. REPLACEMENT AMBULANCE:

Chief Martin reported on the loan closing, Chief Martin and Chief Malkiewicz reported on the specifications for the ambulance.

I. PENNINGTON FIRE COMPANY REPLACEMENT LADDER TRUCK:

Vice-Chairman Lenarski reported that Chief Deforte had contacted him to set up a meeting related to the new ladder truck.

HOPEWELL VALLEY EMERGENCY SERVICES UNIT REPORT

Chief of Emergency Services Martin advised the Board and Officers present at the meeting that he had covered the pertinent items of his report during the unfinished business section of the meeting.

UNION FIRE COMPANY AND RESCUE SQUAD REPORT

Chief of the Union Fire Company & Rescue Squad Malkiewicz provided the fire companies latest calls for service statistics. Chief Malkiewicz reported on recent training and certifications obtained by the members of the Union Fire Company & Rescue Squad. Chief Malkiewicz reported on the fire companies attendance at recent memorial services and Operation Dream-Lift. Chief Malkiewicz reported on a recent large area search, and a fatal motor vehicle accident. Chief Malkiewicz reported on communications matters and the loss of a portable trunking radio during a training event on the Delaware River. Chief Malkiewicz reported on a request for tankers to take part in a training event in Perth Amboy New Jersey. Chief Malkiewicz reported on new members that had recently joined the fire company. Chief Malkiewicz reported on repairs that were underway to the Teli-Squirt. Chief Malkiewicz and members of the Board discussed the repairs to the Teli-Squirt. Chief Malkiewicz reported on possible repairs to the bridges between Route 29 and River Drive. Chief Malkiewicz answered questions from the Board related to the bridges and advised that he will contact the Township Administrator/Engineer. Vice-Chairman Lenarski asked the officers present to provide any feedback possible from the success of the recruitment program. Chief Malkiewicz answered questions related to the new members. Chief Malkiewicz was thanked by Vice-Chairman Lenarski for his attendance and the detailed report provided.

PENNINGTON FIRST AID SQUAD

Captain of the Pennington First Aid Squad Ferrara provide the Squad's latest calls for service statistics. Captain Ferrara reported the status of the emergency medical technician course and the ambulance remount and answered questions from the Board on the new ambulance. Captain Ferrara reported on recruitment of new members and answered questions from the Board and Chief Malkiewicz on recruitment.

HOPEWELL FIRE DEPARTMENT AND EMU REPORT

Chief Morehouse reported on the Emergency Medical Unit's latest calls for service statistics. Chief Morehouse reported on volunteer recruitment. Chief Morehouse reported on improvements he plans to make to his ambulance fleet related to stretcher Stat-Track Systems. Chief Morehouse further reported on volunteer recruitment and public relations. Chief Morehouse reported that the fire department is planing to have a new floor surface installed. Clerk Varrasse reported on the Hopewell Borough Fire District Audit. Chief Morehouse reported on a communications matter.

Secretary Lynch arrived at 7:45 PM.

PENNINGTON FIRE COMPANY REPORT

Discussion occurred on the improvements to the building at the Pennington Fire Company and communications improvements to the Deputy Chief's truck.

Discussion returned to the tanker drill in Perth Amboy between the Board and Chief Malkiewicz.

PUBLIC COMMENT (NON AGENDA)

Vice-Chairman Lenarski reported on the upcoming Mercer County Fireman's Association Memorial Service held on May 6, 2015. Chief Martin was asked to make sure notice was provided of the Memorial services. Discussion occurred related to the memorial service with the Board and Chief Malkiewicz.

EXECUTIVE SESSION RESOLUTION:

An executive session was not needed.

Attorney Hart was asked if he had a matter to bring before the Board and he did not.

ADJOURNMENT:

Treasurer Cseremsak motioned to adjourn the meeting and was seconded by Secretary Lynch at 7:57 PM. The motion carried.

Respectfully submitted,



Matthew G. Martin
Chief of Emergency Services