

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING
HOPEWELL TOWNSHIP FIRE DISTRICT NO.1
THURSDAY, JANUARY 28, 2016**

The regular meeting of the Board of Fire Commissioners was held on January 28, 2016 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, Treasurer Cseremsak, Commissioner Kintzel

Absent:

Chairman Chipowsky, Secretary Lynch

Also Present:

Chief Malkiewicz, Deputy Chief Soganic, Battalion Chief Pedersen, (Union Fire Company & Rescue Squad), Captain Ferrara, Second Assistant Captain Varrasse (Pennington First Aid Squad), Commissioner Myers (Hopewell Borough Fire District), Chief of Emergency Services Martin (Hopewell Township Fire District)

MINUTES SUBMITTED FOR APPROVAL

None

PUBLIC COMMENT (AGENDA)

None

NEW BUSINESS

RESOLUTION 2016-14

A RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT WITH PENNINGTON BOROUGH FOR BASIC LIFE SUPPORT SERVICES

WHEREAS, the Borough of Pennington (“Borough”) is responsible for providing a system for the provision of emergency care and transportation of persons who are sick or injured and in need of immediate medical care within the boundaries of the Borough; and

WHEREAS, for this purpose, pursuant to the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1 et. Seq.), the Borough desires to contract with the Board of Fire Commissioners of Hopewell Township Fire District No.1 for the provision of Basic Life Support Services within the boundaries of the Borough for the year 2016; and

WHEREAS, the proposed Shared Services Agreement, of which a copy is attached, is in substantially the same form as the 2015 Agreement between these parties including the \$3,000 annual fee for the services.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners of Hopewell Township Fire District No. 1, that the Chairman of the Board of Fire Commissioners is hereby authorized and directed to execute the attached Shared Services Agreement between the Board of Fire Commissioners and the Borough of Pennington for the provision of Basic Life Support Services within the boundaries of the Borough, subject to approval as to the final form by the Borough Attorney of the Borough of Pennington.

The resolution was moved by Treasurer Cseremsak and seconded by Commissioner Kintzel. The motion to pass the resolution carried. Discussion occurred regarding the Agreement between the Board and Captain Ferrara of the Pennington First Aid Squad.

RESOLUTION 2016-12

A RESOLUTION AUTHORIZING THE PURCHASE OF AN AMBULANCE THROUGH THE HGAC-BUY NATIONAL COOPERATIVE

WHEREAS, on June 11, 2015, the Board of Fire Commissioners (Board) authorized the Chairman to execute an agreement with the Houston-Galveston Area Council National Cooperative (HGAC-Buy) to purchase goods and/or services in order to make the procurement process more efficient and to provide cost savings to Hopewell Township Fire District No. 1 (the District); and

WHEREAS, it is the desire of the Board to purchase an ambulance through HGAC-Buy; and

WHEREAS, HGAC-Buy awarded a contract to P. L. Custom Body & Equipment Co., Inc. under contract AM10-14 for Ambulances, EMS, and Other Special Vehicles; and

NOW THEREFORE, BE IT RESOLVED, the following:

1. The Board of Fire Commissioners hereby authorities the purchase and delivery of an ambulance from P. L. Custom Body & Equipment Co., Inc., 2201 Atlantic Avenue, Manasquan, NJ, 08736, in the amount of \$174,262.99.
2. A Certificate of Availability of Funds has been issued by the Board Treasurer and is attached hereto.
3. The executed contract shall be forwarded to HGAC-Buy and P. L. Custom Body & Equipment, Co. Inc. and will be available for public examination in the office of the Chief of Emergency Services.

The resolution was moved by Treasurer Cseremsak and seconded by Commissioner Kintzel. The motion to pass the resolution carried. Discussion occurred on the resolution with members of the Board, Chief Martin, and the Officers present from the Union Fire Company and Rescue Squad.

RESOLUTION 2016-13

A RESOLUTION AUTHORIZING SUBMISSION OF THREE PROPOSALS TO THE LEGALLY QUALIFIED VOTERS OF THE FIRE DISTRICT AT ITS ANNUAL FIRE DISTRICT ELECTION SCHEDULED FOR FEBRUARY 20, 2016

WHEREAS, the Commissioners, along with the election of two fire commissioner positions and approval of a tax levy for its 2016 budget, want to seek approval to fund 70 percent of the purchase of a rescue truck for the use by the Hopewell Borough Fire District/Hopewell Fire Department; and

WHEREAS, the Commissioners are authorized to re-pay the Hopewell Borough Fire District through a Shared Services Agreement for Fire Protection between the Hopewell Township Fire District and the Hopewell Borough Fire District; and

WHEREAS, the Commissioners want to submit a *Proposal* at the annual Fire District election on February 20, 2016 to determine if the voters of the Township of Hopewell will authorize the repayment to the Hopewell Borough Fire District for 70 percent of the final cost of a replacement Rescue Truck the price of which shall not exceed \$675,000.00;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners of Hopewell Township Fire District No. 1, as follows:

That at the February 20, 2016 Fire District annual election, in conjunction with the submission of the annual budget and election of two fire commissioners, the Fire Commissioners are hereby authorized to determine if the voters of the Township of Hopewell will authorize the repayment of 70 percent of the final purchase price of a Rescue Truck for the use by the Hopewell Borough Fire District/Hopewell Fire Department that will be used to respond to fire calls within Hopewell Township.

That the Commissioners have advertised in the *Trenton Times* the *Notice to Persons Wanting Mail-In Ballots*.

That the Secretary of the Commissioners is hereby directed to post at least ten days before the date of the annual Fire District election a copy of the *Notice of Annual Election* as set forth herein at each of the following public places in the Fire District, namely:

1. Hopewell Township Municipal Building
2. Union Fire Company and Rescue Squad
3. Titusville Post Office
4. Mercer County Library
5. Pennington Post Office *
6. Pennington Quality Market
7. Shop Rite of Pennington
8. Stop and Shop Supermarket
9. Hopewell Post Office*
10. Pennington Fire Company*
11. Pennington First Aid Squad *
12. Hopewell Borough Fire Department and Emergency Medical Unit*

(*Indicates that the physical location is not within the Township of Hopewell, but located in the Borough of Hopewell or the Borough of Pennington. Despite not being located in the Township of Hopewell, these locations serve the Hopewell Township residents).

That the Secretary for the Commissioners is further directed to cause the following *Notice of Annual Election* to be published once at least ten days prior to the annual Fire District election in the *Hopewell Valley News* or the *Trenton Times*, newspapers having the qualifications required by N.J.S.A. 40A:14-85.

That the *Notice of Annual Election* shall be substantially in the following form, which shall include the Three *Proposals*, as set forth herein and shall be submitted to the voters at the annual Fire District election. The hours of opening and closing of the polls shall be as stated in the *Notice of Annual Election* and the polling places and the polling districts therein stated and described are hereby confirmed and established:

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

RESOLUTION 2016-15

A RESOLUTION AMENDING DESIGNATED DEPOSITORIES OF FUNDS

BE IT RESOLVED, by the Board of Fire Commissioners of Hopewell Township Fire District No. 1, that the Hopewell Valley Community Bank, a Division of Northfield Bank, be designated as the depository of the Board’s funds for checking and savings account purposes; and,

BE IT FURTHER RESOLVED, that the New Jersey Cash Management Fund be designated as the depository of the Board’s funds for investment purposes.

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 January 28, 2016 and was seconded by Commissioner Kintzel. Chief Martin provided a report on the Bills and Claims as submitted. A roll call vote was held and the following amounts were authorized:

Bill List:		\$43,154.32
Payroll Ending:	January 23, 2016	\$44,647.09
Total Disbursements:		\$87,801.41

UNFINISHED BUSINESS

A. EMS BILLING:
No report.

B. WATER STUDY:

A report was provided on matters related to water supply by Chief Martin.

C. FIRE DISTRICT BUILDING PROJECT:

No report.

D. COMMUNICATIONS:

Discussion occurred on communications matters with members of the Board and the Officers present at the meeting.

E. UFCRS SPRINKLER SYSTEM:

Chief Martin reported on the sprinkler system at the Union Fire Company and Rescue Squad.

F. VOLUNTEER RECRUITMENT:

Chief Martin and Chief Malkiewicz reported on Volunteer Recruitment.

G. REPLACEMENT AMBULANCE:

**See Resolution 2016-12 moved earlier in the meeting.

H. PENNINGTON FIRE COMPANY REPLACEMENT LADDER TRUCK:

No report.

HOPEWELL VALLEY EMERGENCY SERVICES UNIT REPORT

Chief of Emergency Services Martin provided a report on the activities of the Hopewell Valley Emergency Services Unit.

UNION FIRE COMPANY AND RESCUE SQUAD REPORT

Chief Malkiewicz provided a report on the activities of the Union Fire Company and Rescue Squad.

PENNINGTON FIRST AID SQUAD

Captain Ferrara provided a report on the activities of the Pennington First Aid Squad.

HOPEWELL FIRE DEPARTMENT AND EMU REPORT

Commissioner Myers of the Hopewell Borough Fire District was recognized by Vice-Chairman Lenarski.

PENNINGTON FIRE COMPANY REPORT

No report.

PUBLIC COMMENT (NON AGENDA)

None.

Vice-Chairman Lenarski asked those present if an Executive Session was needed and the Executive Session was not needed. Vice-Chairman Lenarski asked if any member in the audience had any further business to bring before the Board and there was not.

ADJOURNMENT:

Treasurer Cseremsak motioned to adjourn the meeting and was seconded by Commissioner Kintzel at 7:58 PM. The motion carried.

Respectfully submitted,

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

Matthew G. Martin
Chief of Emergency Services