

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING  
HOPEWELL TOWNSHIP FIRE DISTRICT NO.1  
THURSDAY, MAY 12, 2016**

The regular meeting of the Board of Fire Commissioners was held on May 12, 2016 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 and Times of Trenton, and had been posted 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:

Captain Ferrara, Second Assistant Captain Muccioli (Pennington First Aid Squad), Chief of Emergency Services Martin, Lieutenant Schulman (Hopewell Valley Emergency Services Unit), Ex-Chief/Trustee Pollock (Pennington Fire Company), Attorney Hart (Stark and Stark)

**MINUTES SUBMITTED FOR APPROVAL**

Motion by Treasurer Cseremsak, seconded by Vice-Chairman Lenarski to accept the regular and executive session minutes from March 10, 2016. The motion carried.

Motion by Treasurer Cseremsak, seconded by Commissioner Kintzel to accept the regular and executive session minutes from March 24, 2016. The motion carried.

\*\*The minutes from April 14, 2016 were pulled from the agenda and will be submitted again at another meeting.

Motion by Treasurer Cseremsak, seconded by Vice-Chairman Lenarski to accept the regular and executive session minutes from April 28, 2016. The motion carried.

**PUBLIC COMMENT (AGENDA)**

None

**NEW BUSINESS**

**RESOLUTION 2016-26**

**A RESOLUTION AUTHORIZING CHANGE ORDER #1 TO THE CONTRACT WITH NEW JERSEY EMERGENCY VEHICLES FOR AN AMBULANCE**

**WHEREAS**, on January 28, 2016 the Board of Fire Commissioner of hopewell Township Fire District No. 1 authorized a contract with New Jersey Emergency Vehicles through the Houston Galveston Area Council National Cooperative in the amount of \$174,262.99; and

**WHEREAS**, changes were made at a pre-construction meeting that will decrease the contracted amount; and

**WHEREAS**, the Purchasing Agent recommends that Change Order #1 which decreases the total contract amount by \$719.00 as outlined on the attached worksheet, which is annexed hereto and made part of the Resolution as approved by the Board of Fire Commissioners.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Fire Commissioners of Hopewell Township Fire District No.1 do hereby approve:

- That Change Order #1 representing a decrease in the amount of \$719.00 be and is hereby approved with respect to the contract for an ambulance.
- That the amount of all Change Orders be a .004% change to the total contract amount for a new contract amount with New Jersey Emergency Vehicles of \$173,543.99.

The resolution was moved by Treasurer Cseremsak and seconded by Vice-Chairman Lenarski. The motion to pass the resolution carried.

**RESOLUTION 2016-27**

**A RESOLUTION DESIGNATING EMERGENCY SERVICES WEEK**

**WHEREAS**, emergency medical services, or EMS, is a vital public service; and

**WHEREAS**, the members of EMS teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

**WHEREAS**, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

**WHEREAS**, the EMS system consists of emergency physicians, emergency nurses, emergency medical technicians, paramedics, firefighters, first responders, emergency medical dispatchers, educators, administrators and others; and

**WHEREAS**, the members of EMS teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

**WHEREAS**, emergency medical services are provided to the residents of the Township of Hopewell by the Union Fire Company and Rescue Squad, Pennington First Aid Squad, Pennington Fire Company, Hopewell Fire Department and Emergency Medical Unit, Hopewell Valley Emergency Services, Capital Health Emergency Medical Services, and Hopewell Township Police Department; and

**WHEREAS**, it is appropriate to recognize the value and accomplishments of EMS providers by designating Emergency Medical Services Week;

**NOW, THEREFORE, BE IT RESOLVED**, by the Commissioners of Fire District No. 1 in the Township of Hopewell, County of Mercer, that May 15, 2016, through May 21, 2016, be recognized as Emergency Medical Services Week, with the theme “Called to Care”.

The resolution was moved by Treasurer Cseremsak and seconded by Vice-Chairman Lenarski. The motion to pass the resolution carried. The Board Members expressed appreciation for all the efforts made in EMS.

**TREASURER’S REPORT**

Treasurer Cseremsak read the summary of the Bills and Claims dated May 12, 2016, and was seconded by Vice-Chairman Lenarski. Chief Martin provided a report on the notable bills and claims. A roll call vote was held and the following amounts were authorized:

Bill List:		\$76,533.60
Payroll Ending:	April 30, 2016	\$38,875.23
Total Disbursements:		\$115,408.83

**UNFINISHED BUSINESS**

**A. EMS BILLING:**

Chief Martin provided the Board with a draft ordinance and a fee breakdown. Chief Martin also advised on a meeting with the Township Administration.

**B. WATER STUDY:**

No report.

**C. FIRE DISTRICT BUILDING PROJECT:**

No report.

**D. COMMUNICATIONS:**

The Board discussed with the Officers present the poor quality of dispatches in Hopewell Valley.

**E. UFCRS SPRINKLER SYSTEM:**

Chief Martin reported that there will be a meeting on May 25, 2016 with the engineering firm and the trustees from the Union Fire Company and Rescue Squad. Chief Martin reported on the reason for the meeting.

**F. VOLUNTEER RECRUITMENT:**

Chief Malkiewicz reported on the junior responder story. Chief Martin reported that he would like to run a story based on Fathers Day. Chief Martin answered questions from the Board on recruitment and the budget for recruitment. The Board and Officers present discussed the success of the program.

**G. REPLACEMENT AMBULANCE:**

Chief Martin reported on the change order that lowered the overall cost and answered questions from the Board on the delivery date.

**H. PENNINGTON FIRE COMPANY REPLACEMENT LADDER TRUCK:**

Ex-Chief/Trustee Pollock reported that construction of the truck was underway and answered questions from the Board.

**I. HOPEWELL BOROUGH FIRE DISTRICT REPLACEMENT RESCUE TRUCK:**

Discussion occurred on the Local Finance Board ruling.

**HOPEWELL VALLEY EMERGENCY SERVICES UNIT REPORT**

Chief Martin reminded the Board that the fire protection agreements with Hopewell Borough Fire District and the Pennington Borough Fire District need to be renewed and discussed the matter with the Board. Chief Martin also reported on the installation of an exhaust system at the Pennington Fire Company. Chief Martin asked for permission to sell a fire truck and permission was granted. Chief Martin and Lieutenant Schulman reported on a mechanical problems with Engine 53. Chief Martin reported on the hiring of an apparatus consultant. Chief Martin discussed hours of paid coverage at the Union Fire Company and Rescue Squad and answered questions from the Board. Chief Martin reported on Operation Head-On, a grant, awards for high school graduation, awards for firefighter one and firefighter two graduates, attendance at the Mercer County Fireman's Association Memorial Service, train emergency training, an out of service hydrant. Chief Martin answered questions related to the hydrant. Chief Martin reported on training completed by the Hopewell Valley Emergency Services Unit, attendance at the Mercer County Youth Fire-setters Association, mutual aid with Ewing Township and Lawrence Township for EMS calls and answered questions from the Board and Officers present. Chief Martin reported that Fire Official Fosina has obtained the NFPA CFPS designation. Chief Martin reported on the status of the audit and LOSAP review and answered questions from the Board. Chief Martin reported that the Pennington First Aid Squad will be hosting an EMT class and discussion occurred with the Board and Captain Ferrara. Captain Ferrara answered questions from the Board on funding from the State of New Jersey for EMT training.

**UNION FIRE COMPANY AND RESCUE SQUAD REPORT**

No report.

**PENNINGTON FIRST AID SQUAD**

Chief Ferrara reported on the EMT class, Operation Head-On, and Pennington Day.

**HOPEWELL FIRE DEPARTMENT AND EMU REPORT**

No report.

**PENNINGTON FIRE COMPANY REPORT**

Ex-Chief/Trustee Pollock discussed speed humps and the fire company building improvements with the Board

**PUBLIC COMMENT (NON AGENDA)**

None.

**EXECUTIVE SESSION RESOLUTION**

A motion by Treasurer Cseremsak, seconded by Vice-Chairman Lenarski to discuss the April 14, 2016 executive session minutes at 7:36.

**ADJOURNMENT:**

Vice-Chairman Lenarski motioned to adjourn the meeting and was seconded by Treasurer Cseremsak at 7:47 PM. The motion carried.

Respectfully submitted,



Matthew G. Martin  
Chief of Emergency Services