

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING
HOPEWELL TOWNSHIP FIRE DISTRICT NO.1
THURSDAY, FEBRUARY 23, 2023**

The regular meeting of the Board of Fire Commissioners was held on February 23, 2023 in person and via Zoom at 7:00 PM.

CALL MEETING TO ORDER / STATEMENT OF NOTICE

Chairperson Burd 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 Chairperson Burd.

ROLL CALL

Chairperson Burd-	Present
Vice-Chairperson Novak-	Present
Secretary Jones-	Present
Treasurer Tomaro-	Present
Commissioner Rodriguez-	Present

MINUTES SUBMITTED FOR APPROVAL

Regular and Executive Session Meeting Minutes for 1/26/2023 attended by Commissioners Novak, Tomaro, Jones and Rodriguez Jr were submitted and approved. Commissioner Novak made the motion and Commissioner Tomaro seconded, Chairperson Burd abstained.

Regular and Executive Session Meeting Minutes for 2/9/2023 attended by all Commissioners were submitted and approved. Commissioner Novak made the motion and Commissioner Rodriguez, Jr. seconded

PUBLIC COMMENT (AGENDA): None

TREASURER’S REPORT

BILLS & CLAIMS

February 23, 2023

Authorized cash disbursements requiring approval for payment of bills in the following amounts:

Bill List		\$139,852.11
Pay Date	February 16, 2023	\$59,740.09
Total Disbursements:		\$199,592

Commissioner Tomaro mentioned the notable bills.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Tomaro	X		X			
Jones			X			
Rodriguez			X			
Novak		X	X			
Burd			X			

UNFINISHED BUSINESS | WORK SESSION | SUB COMMITTEE DISCUSSIONS

- A. Volunteer Recruitment: Recruitment efforts were made at the HVCHS Career Fair, Hopewell Borough EMS has been approved through the Mercer County DOT adopt a road program for a 4 mile stretch on Route 31. Board supports recruitment efforts in 151’s district.
- B. EMS Billing & Department of Health Licensing: Medicare number has been submitted to begin billing process. Fee ordinance is in process for municipalities to approve.
- C. EMS – Hopewell Valley: Squad 152 has enacted Operation Hail Mary to cover EMS the month of March until Capital Health is on board. Pennington First Aid Squad building can be used during March to stage an ambulance and crew to respond. Chairperson Burd will speak to Mayor Davy about insurance on the building.
- D. Development in Hopewell Valley: no report
- E. Shared Services Agreements: In Progress
- F. Future Tax Referendum: Consultant advised not to go to referendum. DCA is committing District to a February election and all fees are District’s responsibility.
- G. American Recovery Act Funds | Funding from Hopewell Township:
- H. TS-53 Replacement | Vehicle Replacement: TS-53 would be included in the February Referendum, Matt to look into if Telesquirt vote/purchase has to be done in a special election. Concern was raised about the wear and tear on current ambulances since 151 ambulances will not be in service starting March 1st. Question was raised about procedure when an ambulance is out of service. Pennington Tanker will be out of service for significant repairs.
- I. Tanker 53-1: Museum committee met Tuesday, Lt Wilson to follow up next week.
- J. Fire Safety Trailer: no report
- K. EMS Study: Hopewell Township directed the Fire District to pay for the study and they will reimburse. Commissioners Novak and Rodriguez Jr. were appointed to Sub-Committee.

NEW BUSINESS

RESOLUTION 2023-31

**A RESOLUTION CERTIFYING THE REVIEW OF THE ANNUAL REPORT OF
AUDIT FOR THE YEAR ENDED DECEMBER 31, 2021**

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, 2021 has been completed and filed with the Board of Commissioners of Fire District No. 1 of 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 Board of Commissioners of Fire District No. 1 of 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 reviewed the annual report of audit for the year ended December 31, 2021 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.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Tomaro			X			
Jones	X		X			
Rodriguez, Jr.			X			
Novak		X	X			
Burd			X			

PUBLIC COMMNET (NON AGENDA):

Commissioner Tomaro recognized those acknowledged at the Hopewell Banquet earning the Medal of Valor. Chief DeForte thanked the Board for the Proclamation regarding his years of service. Chief Mullen discussed the County’s suggestion regarding dispatching of calls starting March 1st. Chief Mullen to send summary of discussion to the Board.

EXECUTIVE SESSION

The Board of Fire Commissioners went into closed session at 8:12 pm.

RESOLUTION 2023-32

EXECUTIVE SESSION

WHEREAS the Open Public Meetings Act permits the Board of Fire Commissioners of Hopewell Township Fire District No. 1 to exclude the public from a portion of the meeting in order to discuss matters requiring confidentiality per N.J.S.A. 10:4-12; and

WHEREAS, the Board is of the opinion that such circumstances presently exist.

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

1. The Board intends to discuss certain matters which are deemed confidential pursuant to N.J.S.A. 10:4-12 in Executive Session.
2. The scope of the aforesaid executive session will be limited to the following:
 - A. Contracts
3. Minutes of the Executive Session will be disclosed to the public when the need for confidentiality no longer exists.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Tomaro		X	X			
Jones	X		X			
Rodriguez, Jr.			X			
Novak			X			
Burd			X			

ADJOURNMENT

The Board of Fire Commissioners returned to open session at 9:24 pm after checking the vestibule and virtual waiting room for meeting attendees. Commissioner Tomaro motioned to adjourn the meeting and was seconded by Commissioner Novak at 9:24 pm. The motion carried.

Respectfully submitted,



Randi Malkiewicz
Admin Clerk

Title	2/23/23 Regular Session Meeting Minutes
File name	Regular Board Mee...tes 02-23-23.docx
Document ID	97efe0a03278281d81942431adffeba5123c190d
Audit trail date format	MM / DD / YYYY
Status	● Signed

Document History



SENT

02 / 28 / 2023
14:12:57 UTC

Sent for signature to Randi Malkiewicz (rmalkiewicz@hopewelltpfire.org) from jmoore@hopewelltpfire.org
IP: 173.61.41.5



VIEWED

02 / 28 / 2023
18:21:25 UTC

Viewed by Randi Malkiewicz (rmalkiewicz@hopewelltpfire.org)
IP: 71.245.112.193



SIGNED

02 / 28 / 2023
18:21:47 UTC

Signed by Randi Malkiewicz (rmalkiewicz@hopewelltpfire.org)
IP: 71.245.112.193



COMPLETED

02 / 28 / 2023
18:21:47 UTC

The document has been completed.