

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING  
HOPEWELL TOWNSHIP FIRE DISTRICT NO.1  
THURSDAY, FEBRUARY 24, 2022**

The regular meeting of the Board of Fire Commissioners was held on February 24, 2022 virtually 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 Agarwal	Present

**MINUTES SUBMITTED FOR APPROVAL**

None

**PUBLIC COMMENT (AGENDA)**

Chief Pedersen reported that Union Fire Company and Rescue Squad is looking into purchasing a new Deputy Chiefs vehicle. Chief Pedersen stated the fire company would pay for the vehicle and would like to ask if the Board would be interested in covering the cost of the insurance, registration, and maintenance of the vehicle. Vice Chairperson Novak stated he was in favor of Deputy Chiefs vehicles in general. Chairperson Burd stated that he was the Chief when it was decided to keep the last Chiefs vehicle as a Deputy Chiefs vehicle the agreement was made that once the vehicle was decommissioned for any reason they would not get a new one. A discussion ensued between the Board, Chief Pedersen, and Chief Martin regarding the exact items that the Board would bourn the cost of. After the discussion it was agreed that the Board would cover the cost of the Insurance, Registration, and maintenance on the new vehicle if the fire company purchases it. Chief Pedersen did mention the fire company would cover the cost of the lettering on the vehicle.

Chief Pedersen reported that it was found when Tanker 53-1 returned from Station 52 it was sent for a preventative maintenance check. During the check it was found that the water tank saddles were damaged and in need of replacement as well as issues with the fluids in the truck and brakes. This potentially costing a substantial amount of money Chief Pedersen asked the opinion of The Board regarding this topic. Chairperson Burd inquired about the plans for Tanker 51. Chief Deforte reported that the plan is to refurbish the truck in the next couple of years. Chairperson Burd stated he would like to see the quotes to repair the tanker and then have a discussion regarding the topic. Vice Chairperson Novak stated he thinks the truck is an assest to the valley. Vice Chairperson Novak also asked Chief Martin if the budget could support a

large repair cost on the truck. Chief Martin recommended that The Board consults the auditors on the this topic. Chairperson Burd advised Chief Pedersen to go ahead with obtaining quotes.

**NEW BUSINESS**

**RESOLUTION 2022-14: A RESOLUTION AUTHORIZING THE HOPEWELL TOWNSHIP FIRE DISTRICT #1 TO JOIN THE SOMERSET COUNTY COOPERATIVE PRICING SYSTEM #2-SOCCP**

**WHEREAS**, the Hopewell Township Fire District #1 desires to become a member of the Somerset County Cooperative Pricing System, #2-SOCCP, effective 2/18/2022 and, that such membership shall be for the period ending December 31, 2023, and each renewal, thereafter of the system, unless elects to formally withdraw from the system.

**NOW, THEREFORE, BE IT RESOLVED** that the Hopewell Township Fire District #1 Board of Fire Commissioners are hereby authorized to execute the attached agreement for such membership.

**RECORD OF BOARD VOTE ON PASSAGE**

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

**RESOLUTION 2022-15: A RESOLUTION ESTABLISHING THE LIST OF PART TIME EMPLOYEES TO WORK FOR THE HOPEWELL VALLEY EMERGENCY SERVICES UNIT**

**WHEREAS**, a need exists to provide a list of eligible part time employees to provide staffing on a case by case basis; and

**WHEREAS**, a need exists for assistance with information technology and communications equipment on a case by case basis; and

**WHEREAS**, the Board of Fire Commissioners has authorized the Chief of Emergency Services to amend the listing of part time employees when the need exists; and

**WHEREAS**, the following amendments have been made:

REMOVED: Mark Costner, Michael Hammond, Samuel Havlicek, Dhwani Kadakia, James McKenzie, Nicholas Moorehead

ADDED: Randi Knechel

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Fire Commissioners of Hopewell Township Fire District No.1, Mercer County, hereby establishes the list of part-time employees annexed herein and sets the part time hourly rate at \$25.00 per hour and \$175.00 per meeting to prepare for and transcribe minutes of public meetings.

**RECORD OF BOARD VOTE ON PASSAGE**

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

Commissioner Agarwal asked if \$175 Minuetes per meeting will cover all meetings regardless of length. Chairperson Burd Explained that Chief Martin and Lieutenant Moore Interviewed the candidat and explained all of the responsibilities.

Chairperson Burd advised that Hopewell Township Fire District #1 Board of Fire Commissioner Meetings will be moving back to in person at the meeting on March 10<sup>th</sup> 2022.

**TREASURER’S REPORT**

Treasurer Tomaro read the summary of the Bills and Claims dated February 24th, 2022. Vice Chairperson Novak moved the motion again when prompted by Chairperson Burd and Commissioner Agarwal seconded the motion. Treasurer Tomaro reported on notable bills. A roll call vote was held and the following amounts were authorized:

Bill List:		\$189,527.31
Payroll Ending	February 12, 2022	\$75,488.00
Total Disbursements:		\$148,245.48

**WORK SESSION / SUB COMMITTEE DISCUSSIONS**

**A. VOLUNTEER RECRUITMENT**

No Report

**B. UFCRS SPRINKLER TANK**

President Swanson reported that Deputy Chief Tunncliffe and himself met with the engineer and an investigation has been done to assess the work that would need to be performed to correct the issues by fire stopping walls. Vice Chairperson Novak reported that he spoke with an engineering company regarding the installation of a water mist system. He is waiting to hear back and hopes to have more information by next meeting.

**C. SHARED SERVICES AGREEMENT – HBFD & PBFD**

Chairperson Burd reported that he has been working on having a lunch meeting with representatives from the other boards to start these discussions. Chief Martin reported that The Board has received a letter resolution from Pennington Borough Fire Districts attorney stating they are interested in starting negotiations of the next contract.

**D. VEHICLE REPLACEMENT SCHEDULE**

No report

**E. EMS BILLING AND AMBULANCE STATE LICENSING**

Deputy Chief Varrasse reported that squad 152 is still working on getting state licensed but they are in a transitional period with a new Chief that is working on getting caught up on things.

**F. UPCOMING DEVELOPMENT IN HOPEWELL TOWNSHIP**

Vice Chairperson Burd reported all the Commissioners attended the last Township committee meeting regarding the new development and related pilot program. Vice Chairperson Burd also stated he informed the Valley Commissioners that the Township is proceeding with dredging of the pond at Hiohela. He also stated that he asked the Township that The Board be included very early in the process to give comment on items such as stand pipe and pull off locations. Vice Chairperson Burd shared some slides from the Townships presentation regarding the Pilot program and the amount of residents expected. Vice Chairperson Burd also reported that the Township is conducting a study how the new developments will effect emergency services and is willing to work with the Board on these items.

**PUBLIC COMMENT (NON-AGENDA)**

Chief Pedersen reported that Union Fire Company And Rescue Squad had a final meeting with Pierce and they have all of the information they need to start building the truck.

**EXECUTIVE SESSION RESOLUTION 2022-16**

**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
  - B.
  - C.
  
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
Novak		X	X			
Tomaro	X		X			
Jones			X			
Agarwal			X			
Burd			X			

**ADJOURNMENT**

The Board came out of Executive session and no action was taken. Vice Chairperson Novak motioned to adjourn the meeting and was seconded by Commissioner Agarwal at 09:27 PM. The motion carried.

Respectfully submitted,



Robert Bailey  
Lieutenant

<b>TITLE</b>	Regular Session Minutes 2/24/22
<b>FILE NAME</b>	Open Session Minutes 02-24-2022.docx
<b>DOCUMENT ID</b>	c6c96ef955db5c430d2b271885f8cd7aab844b26
<b>AUDIT TRAIL DATE FORMAT</b>	MM / DD / YYYY
<b>STATUS</b>	● Signed

---

## Document History



SENT

**06 / 07 / 2022**

14:50:54 UTC

Sent for signature to Robert Bailey  
 (rbailey@hopewelltwpfire.org) from  
 jmoore@hopewelltwpfire.org  
 IP: 173.61.41.5



VIEWED

**06 / 17 / 2022**

18:08:33 UTC

Viewed by Robert Bailey (rbailey@hopewelltwpfire.org)  
 IP: 71.168.220.130



SIGNED

**06 / 17 / 2022**

18:08:49 UTC

Signed by Robert Bailey (rbailey@hopewelltwpfire.org)  
 IP: 71.168.220.130



COMPLETED

**06 / 17 / 2022**

18:08:49 UTC

The document has been completed.