

**MEETING MINUTES
BOARD OF FIRE COMMISSIONERS
HOPEWELL BOROUGH DISTRICT NO. 1**

January 8, 2014

PRESENT: Chair Morehouse
Cmsr. Anderson
Cmsr. Bovenizer
Cmsr. Myers

ABSENT: Cmsr. Evans

The scheduled meeting of the board was called to order by Chairman Morehouse at 7:35 pm. Proof of publication under the Open Public Meetings Law (Annual Meeting Notice published in the official newspapers of the district, posted at the Hopewell Borough Municipal Building and the board offices) was provided.

Public Hearing on 2014 Budget:

The Chairman opened the public hearing on the budget. On a motion by Cmsr. Bovenizer and seconded by Cmsr. Anderson, Resolution 13-07 was proposed. The board approved **Resolution 14-07** authorizing the 2014 budget be read by title.

After taxpayers of the district and all persons having an interest therein were given an opportunity to speak, on a motion by Cmsr. Bovenizer and seconded by Cmsr. Anderson the Chairman closed the public hearing.

Minutes (December 11, 2013)

On a motion by Cmsr. Anderson and seconded by Cmsr. Bovenizer, the minutes of the December 11, 2013 meeting were approved as presented.

Public Comment: None

Resolutions:

On a motion by Cmsr. Anderson and seconded by Cmsr. Myers, Resolution 14-11 was proposed. The board approved **Resolution 14-11** Authorizing a Transfer of Funds Between Line Item Appropriations in the 2013 Budget.

On motion by Cmsr. Bovenizer and seconded by Cmsr. Anderson the following resolutions were proposed:

1. Resolution #14-01 A Resolution Designating Depositories of Funds and a Cash Management Plan
2. Resolution #14-02 A Resolution Appointing an Attorney for 2014
3. Resolution #14-03 A Resolution Appointing a Clerk/Bookkeeper for 2014
4. Resolution #14-04 A Resolution Appointing an Accountant/Auditor for 2014
5. Resolution #14-05 A Resolution Appointing Official Newspapers for 2014
6. Resolution #14-06 A Resolution Setting Meeting Dates for 2014
7. Resolution #14-08 A Resolution Appointing an Insurance Broker of Record for 2014
8. Resolution #14-09 A Resolution Adopting the 2014 Fire District Budget
9. Resolution #14-10 A Resolution Adopting a Temporary Budget for 2014

Resolutions #14-01 through 14-06 and 14-08 through 14-10 were adopted by the board.

Treasurers Report:

A copy of the treasurer's report was made available to each commissioner with a list and description of the bills to be paid. The Chief Financial Officer certified that there were sufficient encumbered funds from the 2013 budget and sufficient unencumbered funds in the 2014 temporary budget to pay the bills and designated the account to which each would be charged.

1. Bills were submitted to be paid from 2013 encumbered funds in the amount of \$12,046.52, and from the 2014 temporary budget in the amount of \$22,996.26. The most significant expenditure was for insurance. There was no LOSAP transfer this month. On a motion by Cmsr. Bovenizer and seconded by Cmsr. Anderson, the foregoing bills were proposed for payment. Payment was approved on a roll call vote.

Fire Department Administration: No report.

Ladies' Auxiliary:

1. The January meeting was cancelled due to weather.
2. The blanket sales are going extremely well.

EMU Report:

1. 20 calls in December: 8 Township, 9 Borough, 3 other, and 0 scratch calls. Total calls for 2013 were 317, which is about average.

Fire Chief Report:

1. 28 calls in December: 12 Township, 7 Borough, 6 Pennington Borough, 3 other. Total calls for 2013 were 280.
2. Quint 52– Out of service due to blown head and/or gasket near the end of December. The engine manufacturer has been contacted, as despite being out of warranty, the motor only has 1500 hours on it. Three quotes for this unexpected and necessary repair were obtained; pursuant to lowest quote the repairs are being done by Hoover Truck Centers in Cinnaminson, NJ at a cost of about \$5000.00, depending on whether the head needs to be replaced.
3. Vehicle fuel costs for the 4th quarter were higher than anticipated.

Fire Official Report: On file

Committee Reports: None

Attorney Report:**Other Business:**

LOSAP: The list of members and contributions earned during 2013 should be ready for next month's meeting.

Insurance: The premium on the VFIS policy approved last month will be \$22,673.24 annually. The Accident and Sickness policy will renew at about \$6,600.00. The district has not yet been assigned a workers' compensation carrier, but the annual cost estimate is \$40,498.00. The fire company will provide the board with a current firefighter roster.

Annual Election and Budget Referendum: There are two 3-year seats open on the board in 2014. The closing date for the receipt of candidate petitions by the clerk of the board is January 17, 2014 at 5 pm. Commissioners Morehouse and Bovenizer will open and close the polls on February 15, 2014. Poll tellers will be named at the next meeting.

Cmsr. Morehouse complimented all those involved in budget management and preparation for their efforts in controlling costs and in making this year's budget process straight forward and efficient.

Adjournment:

There being no further business to come before the board, on a motion by Cmsr. Bovenizer and seconded by Cmsr. Anderson, the meeting adjourned at 8:15 pm. The next regularly scheduled meeting of the board will be held on February 12, 2014.