

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

May 14, 2014

PRESENT: Cmsr. Anderson
Cmsr. Bovenizer
Cmsr. Evans
ABSENT: Cmsr. Morehouse
Cmsr. Myers

Minutes: (April 9, 2014)

On a motion made by Cmsr. Bovenizer and seconded by Cmsr. Anderson, the minutes of April 9, 2014 were approved as presented.

Treasurer's 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 unencumbered funds in the 2014 budget to pay the bills and designated the account to which each would be charged.

1. Bills were submitted to be paid from the 2014 budget in the amount of \$19,840.98. The most significant payments were for equipment maintenance and annual testing. On a motion made by Cmsr. Anderson and seconded by Cmsr. Evans, the treasurer's report was accepted and the bills proposed for payment. Payment of the bills passed unanimously on a roll call vote.

Fire Department Administration: No report.

Ladies' Auxiliary: No report.

EMU Report:

1. 27 calls in April: 21 Township, 5 Borough, 1 other. 0 scratch calls.
2. There was an excellent Mass Casualty Incident (MCI) drill held at Mercer Regional Airport. 15-20 EMS squads participated.

Fire Chief Report:

1. 27 calls in April: 18 Township, 4 Borough, 3 Pennington Borough and 2 other. There were 2 residential structure fires and 1 commercial structure fire (Pennington Community Church), a significant motor vehicle incident and the tanker responded mutual aid to Middlesex County.
2. Quint - The source of the air leak has not been fully diagnosed. There will be another bill for its repair coming.
3. ISO Inspection - A detailed Insurance Services Organization (ISO) on-site inspection of the fire department was completed recently. The previous inspection was done in 1996. ISO will prepare a report and assign the fire department a Public Protection Classification (PPC) rating.
4. Hose Testing - Hose testing is complete and only 5 pony lines failed.
5. Used Gear - The chief is working to establish a valley-wide used 'gear pool' to make gear no longer in service, but still within its useful life, available for use by other valley fire companies and emergency responders.

6. Drills and Classes –

- a. An extrication drill was well attended.
- b. There will be a community first aid drill during the month.
- b. CPR and first aid classes will be held for community residents during May. This is a free service provided by the fire department and EMS.

7. Mercer County Public Safety Radio System (MCPSRS) - The UHF radio system passed initial testing and may be up and running by mid-June at which time all fire, and by July 1st all EMS dispatching will be done by the county's Central Dispatching. Testing revealed 98% coverage through the county; of the 7 failures, 3 occurred in Hopewell Valley. Deputy Chief Mullen conducted radio system training for fire personnel and the EMS squad.

8. Firehouse - A pre-construction meeting will be held this week for the pavement work to be done in front of the firehouse to remove a curb and redesign the apron so the tanker can exit without scraping a wheel or tire.

9. Events –

- a. The Quint and tanker will be at Hopewell Elementary School Field Day activities on June 6th.
- b. The Special Olympics will be held at TCNJ on June 14-21. There may be a request to have the tanker stand-by at Mercer Regional Airport for participants' arrivals.

Fire Official Report: On file

Attorney Report:

Local Government Officer Financial Disclosure Form - the deadline for annual filing on-line is June 13th. The Borough Clerk's office will e-mail instructions and PIN numbers directly to the LGO's

Committee Reports: None

Other Business:

LOSAP: The spreadsheet has gone to Lincoln Financial. Cmsr. Anderson will see that the board's check and the township's go to Lincoln together.

Adjournment: There being no further business to come before the board, on a motion by Cmsr. Evans, seconded by Cmsr. Anderson and unanimously approved, the meeting adjourned at 7:46 pm. The next regularly scheduled meeting of the board will be held on June 11, 2014.