

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

JANUARY 14, 2015

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

Public Hearing on 2015 Budget

Open to public at 7:36. There was no comment from the public regarding the 2015 budget.

Motioned by Commissioner Bovenizer and seconded by Commissioner Anderson to close the public hearing. All in favor.

Minutes: December 10, 2014

There were a few corrections to the meeting minutes. Under EMU report on page 1 November was misspelled. Also, the amounts of the 2015 budget needed to be adjusted to reflect the actual amount of the budget.

Motioned by Commissioner Anderson and seconded by Commissioner Myers to accept the minutes as corrected.

Treasurer's Report:

Due to the new format of Quickbooks and accounts divided between the 2014 budget and the 2015 temporary budget, Commissioner Evans wanted to review the bills before going forward with this section.

Resolutions:

It was decided to make one motion for Resolutions 15-01 through 15-06 and 15-09 for bulk approval.

Motioned by Commissioner Anderson and seconded by Commissioner Bovenizer to accept resolutions 15-01 through 15-06 and 15-09. Motion was unanimously passed.

Resolution 15-07 Motioned by Commissioner Bovenizer and seconded by Commissioner Anderson to pass the resolution. Motion was unanimously passed.

Resolution 15-08 Motioned by Commissioner Bovenizer and seconded by Commissioner Anderson to pass the resolution. Motion was unanimously passed.

Resolution 15-10 Motioned by Commissioner Anderson and seconded by Commissioner Evans to pass the resolution. Motion was unanimously passed.

EMU Report—For 2014 there was a total of 302 calls with 7 scratches. 30 percent of the calls were in the Borough and the rest were divided between Hopewell Township, mutual aid and East Amwell. Chief Morehouse had to leave for a call so his report was abbreviated.

There was a discussion regarding responding into East Amwell in reference to the frequency and restitution from the town. A meeting was previously set up between Chairman Morehouse and the Commissioners of East Amwell but the meeting never occurred. It was suggested to get the conversation started again. It was suggested that both chiefs of the respective departments should meet. Perhaps Chief Novak should take the end of the year spreadsheets to East Amwell to show them exactly how often Hopewell responds into East Amwell's. It was suggested that either a contract could be negotiated or Hopewell gives territory back to East Amwell.

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 previously certified that there were sufficient unencumbered funds in the 2014 budget and the 2015 temporary 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 \$17286.91 and the 2015 temporary budget in the amount of \$24,816.84. Motioned by Commissioner Myers and seconded by Commissioner Anderson to pay the bills as submitted.

Fire Department Administration:

Ladies Auxiliary—The Ladies Auxiliary met on January 8 and elected their officers as follows: President Jeanine Vaccarino, Vice President Lyle Kennedy, Treasurer Jo Ann Vaccarino and Secretary Colleen Muentener. The Ladies will be providing the centerpieces for the dinner dance and they made a contribution to Signal 22 and the Boonton Home for Firemen. A gift for the fire company has been decided upon and will be presented at the dinner dance on February 21. The Ladies also stated they thought the new marking in the parking lot were very nice. The next Ladies Auxiliary meeting will be the 1st Thursday in February.

Regarding the election on February 21st, Commissioner Anderson will open the election at 2pm and Commissioners Anderson and Morehouse will close the election at 9pm. Lyle Kennedy and Carole Pfister will be the poll workers at a fee of \$100 each and dinner will be provided.

EMU Report:

Chief Morehouse returned from the call and continued his report. The contract for EMSCharts was renewed and aside from a little glitch it is operating normally. There have been no radio problems with the new system and it works quite well. Chief Morehouse had a squad meeting and it was well attended. He plans to have meetings frequently.

Fire Chief Report:—There were 290 calls for 2014 for the fire department. The parking lot was stripped with clearly defined areas for fire department parking. There are 8-10 unmarked spaces which for the time being are for public use. Signage will be put up stating parking will be at own risk. The area that was damaged on the engine bay floor was replaced. The Quint foam manifold was repaired by the department mechanic, which saved the department thousands of dollars. The control box for the Quint went out of service at the scene of a fire and has since been repaired. A ball valve also went bad. The air compressor had to be replaced in the fire bays and Morehouse Engineering donated a new compressor and they were thanked. Administrations absence from the Commissioner meetings has been noticed. The upstairs bathroom has been completed. Bill Butler did the majority of the work and it looks beautiful. It is an operational bathroom used in the event someone wants to take a shower before going home after a call. Eventually the upstairs kitchen will be the only kitchen; the one downstairs will be renovated. The members room has been updated and there will be a new cleaning person shortly. There are 4 people enrolled in Firefighter 1. There is a hydraulic leak in the left side outrigger of Quint 52. The siren controllers have not come in as of yet. Chris Jones will be profiled on the Hopewell Township Recruitment and Retention website, representing the Hopewell Fire Company. The Commissioners are now using an online version of Quickbooks. The fire department went out for 3 quotes for preventative maintenance. The companies that were requested were EES out of Hamilton, Absolute from South Plainfield and the current company Four Lanes Fire Apparatus. Four Lanes Fire Apparatus Repair was the only company to respond with a fee of \$4025 for all the fire trucks. It was suggested to see what it would cost for Four Lanes Fir Apparatus Repair to do preventative maintenance on the ambulances as well.

Fire Official Report: On file and a copy was provided to the Commissioners.

Attorney Report: No report from the attorney.

Committee Reports: None

Other Business:

Insurance

Insurance was discussed. There will be 3 more installments for the Commercial package for 2015. The Accident and Sickness policy has been paid in full. There will be 8 installments from February through September of \$4000 each for workers compensation. The invoice for February installment will not be mailed until after the February meeting so payment will have to be processed for both February and March payments at the March meeting.

LOSAP:

LOSAP should be close to being calculated and Commissioner Anderson is hoping that all the information will be available at the February meeting so the list can be posted for 30 days and payment can be made.

With the amount of paper being generated by reports, PO's invoices etc. it was discussed to go paperless and email the packets to the Commissioners. It will be worked on in the future.

Ride Along Program:

A ride along observer program was discussed. The ride along program may only consist of training opportunities or assisting with social events. This has to be run by the insurance company because it may be too much liability. It was discussed that people interested could take their own cars to the drills and stand back and observe. More discussion of this program to come in the future.

Adjournment: There being no further business to come before the board, on a motion by Cmsr. Myers and seconded by Cmsr. Anderson unanimously approved the meeting adjourned at 9:00. The next regularly scheduled meeting of the board will be held on February 11, 2015.