

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

**APRIL 12, 2017**

**PRESENT:** Cmsr. Morehouse

Cmsr. Davies

Cmsr. Myers

**ABSENT:** Cmsr. Bovenizer

Cmsr. Evans

**Call to Order:** The scheduled meeting of the Board of Fire Commissioners was called to order at 7:30pm by Chairman Morehouse following proof of compliance with the Open Public Meetings Act. Notice of the meeting was given through the Annual Meeting Notice and was filed with the municipal clerk, posted at the municipal building, the board's office, the fire district website, and advertised in the official newspapers of the district as required by law.

**Minutes:**

The minutes were postponed as the some of the commissioners present at the meeting were not at the March 8, 2017 meeting.

**Public Comment:** There was no public comment.

**Treasurer's Report: 17-17**

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 encumbered funds in the 2016 budget and the 2017 budget to pay the bills and designated the account to which each would be charged.

1. Bills were submitted to be paid from the 2016 budget of \$5,105.90 and the 2017 budget of \$15,505.13 including an insurance payment to AmeriHealth on March 23, 2017 for \$3,484.60, for a total of \$24,095.63. Motioned by Commissioner Myers and seconded by Commissioner Davies to pay the bills as submitted with a roll call vote.
2. The list of encumbrances from the 2016 budget and the 2017 budget was given to the Board for review.

**Hopewell Fire Department Administration:**

The pancake breakfast was a success and grossed \$3000.00. The fire department has brought in 4 new members.

**Ladies Auxiliary-**

No report given.

**EMU Chief Report:**--There were 21 calls in March with 2 calls into East Amwell. 2 members graduated EMT class and will be taking the state exam. 3 members are enrolled in EMT class starting in May. On May 6<sup>th</sup> from 10am to 2 pm the squad is having an open house. They will advertise through the newspaper, social media, flyers as well as signs throughout the township inviting people to attend the open house. Chief Butler reported he met with the Hopewell Township commissioners who wanted to know the status of the squad. They spoke about membership, retention and billing. The township is starting to seriously consider billing in order to recoup some funds from transports. Chief Butler and the commissioners will be watching how the Township proceeds.

**Fire Chief Report:**—There were 19 calls in March with 3 commercial structures and 1 brush fire. The change order for the Rescue truck was submitted and there is a \$4500 surplus allowing some changes in the future if needed. The rescue truck is the primary apparatus for motor vehicle accidents as well as carbon monoxide alarms, gas leaks and Hazmat responses. It is 3<sup>rd</sup> due on fires but can function as an engine if needed. It was decided that Chairman Morehouse would speak to Commissioner Kintzel of Hopewell Township to discuss the funding of the truck. Chief Novak was granted permission to order 5 sets of gear instead of the sets he anticipated needing.

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

**Committee Reports**—There was no report from insurance.

**LOSAP**—The fire department submitted the LOSAP worksheet to Commissioner Davies 3 hours prior to the meeting so he will review it and at the next meeting a resolution will be passed to post the worksheet for 30 days.

Annual Financial Disclosure Forms will be posted on the State website shortly for the Commissioners to fill out and submit.

**Resolution 17-18** On a motion by Commissioner Myers and seconded by Commissioner Davies the resolution was passed concerning going into closed session. Motion passed with two absences.

**Adjournment:** There being no further business to come before the board, on a motion by Cmsr. Morehouse and seconded by Cmsr. Myers approved the meeting adjourned at 8:22. The next regularly scheduled meeting of the board will be held on May 10, 2017.