

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

May 10, 2017

PRESENT: Cmsr. Bovenizer

Cmsr. Davies

Cmsr. Evans

Cmsr. Myers

ABSENT: Cmsr. Morehouse

Call to Order: The scheduled meeting of the Board of Fire Commissioners was called to order at 7:30pm by Commissioner Myers 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:

Motioned by Commissioner Evans and seconded by Commissioner Davies to approve the meeting minutes of March 8, 2017. Motion passed with one abstention. Minutes from the April 12, 2017 had to be delayed to the next meeting.

Public Comment: There was no public comment.

Treasurer's Report: 17-19

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 \$6,362.00 and the 2017 budget of \$16,551.35 including an insurance payment to AmeriHealth on April 26,, 2017 for \$3,484.60, for a total of \$26,397.95. Motioned by Commissioner Bovenizer 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:

No report given.

Ladies Auxiliary-

No report given.

EMU Chief Report:--There were 26 calls for the month of April with 2 daytime scratches. 2 members passed their state EMT test and 3 members will be starting EMT class soon. The open house was not as successful as hoped but 2 people took application to join.

Fire Chief Report:—There were 17 calls in April. A one- time lump payment of the building rental will be submitted next month for payment.

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

An issue came up with the bank account statements from Northfield Bank. The bank was issued a check for payment for the Tanker loan but instead cashed the check and deposited the amount of the check back into the same account thus not applying it to the loan. The situation was rectified at the bank level and the loan payment was applied correctly.

Committee Reports—There was no report regarding insurance.

LOSAP—No report other than the passing of a resolution later in the meeting.

Annual Financial Disclosure Forms are now posted on the state website and should be completed in a timely manner.

Resolution 17-20 On a motion by Commissioner Bovenizer and seconded by Commissioner Evans the resolution was passed accepting a certified list from the Hopewell Borough Volunteer Fire Department and Emergency Medical Unit for eligibility in the Length of Service Awards Program for the year 2016. Motion passed with one absence.

The total amount of the contribution for the year will be \$71,771.18. The township portion is \$50,239.93 and the Borough portion is \$21,531.35. The list will be posted for member review and absent any objections, the payment will be made at the next meeting on June 14, 2017.

Resolution 17-21 On a motion by Commissioner Bovenizer and seconded by Commissioner Evans the resolution was passed authorizing the right of the commissioners to go into closed session to discuss a personnel matter. The Board will go back into open session upon completion of the closed session discussion. Motion passed with one absence.

Adjournment: There being no further business to come before the board, on a motion by Cmsr. Evans and seconded by Cmsr. Davies approved the meeting adjourned at 8:09. The next regularly scheduled meeting of the board will be held on June 14, 2017.

