

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING
HOPEWELL TOWNSHIP FIRE DISTRICT NO.1
THURSDAY, JANUARY 13, 2022**

The regular meeting of the Board of Fire Commissioners was held on January 13, 2022 virtually via Zoom at 7:00 PM.

CALL MEETING TO ORDER / STATEMENT OF NOTICE

Chairperson Burd called the meeting to order and stated that the notice of the meeting had been posted on the Hopewell Township Municipal Bulletin Board and forwarded to the Hopewell Valley News and Times of Trenton, and had been posted on the Hopewell Township Fire District Web-Site in accordance with the requirements of the Open Public Meeting Act.

PLEDGE OF ALLEGIANCE & SALUTE TO THE FLAG

The Pledge of Allegiance was led by Chairperson Burd.

ROLL CALL

Chairperson Burd-	Present
Vice-Chairperson Novak	Present
Secretary Jones-	Present
Treasurer Tomaro-	Present
Commissioner Agarwal	Present

MINUTES SUBMITTED FOR APPROVAL

Vice Chairperson Novak moved and Treasurer Tomaro seconded to approve the regular and executive session minutes from 08/26/2021

Vice Chairperson Novak moved and Commissioner Agarwal seconded to approve the regular and executive session minutes from 11/04/2021. The motion passed.

Treasurer Tomaro moved and Vice Chairperson Novak seconded to approve the regular and executive session minutes from 12/16/2021. The motion passed.

Treasurer Tomaro moved and Vice Chairperson Novak seconded to approve the regular and executive session minutes from 01/06/2022. The motion passed.

PUBLIC COMMENT (AGENDA)

None

PUBLIC HEARING ON 2022 BUDGET

Chief Martin gave information about the budget

No Questions from the public

NEW BUSINESS

RESOLUTION 2022-06: A RESOLUTION AUTHORIZING A BUDGET AMENDMENT FOR THE 2022 BUDGET

WHEREAS, the district budget for the Hopewell Township Fire District No. 1 Board of Fire Commissioners for the year ending December 31, 2022 was introduced on December 16, 2021; and

WHEREAS, the Board desires to amend said budget.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners of the Hopewell Township Fire District No. 1 that the following amendments be made to the introduced budget for the year ending December 31, 2022:

AMENDMENT	FROM	TO
Unrestricted Fund Balance	681,738.43	685,134.92
Administration – Personnel Fringe Benefits	53,765.12	53,807.48
Administration – Other Expenses	339,286.65	344,446.65
Operations & Maintenance – Fringe Benefits	814,883.03	813,034.80
Other Assets, Non-Bondable #1	70,100.00	10,100.00
Appropriations Offset with Revenue – Fringe Benefits	39,150.94	39,193.30
Total Capital Appropriations	0	60,000.00

BE IT FURTHER RESOLVED that two certified copies of this resolution be filed forthwith with the Director of Local Government Services of his certifications of the district budget so amended.

NOW THEREFORE IT IS HEREBY CERTIFIED, that this is a true copy of a resolution amending the budget, adopted by the governing body on the 13th day of January 2022.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Novak			X			
Tomaro		X	X			
Jones	X		X			
Agarwal			X			
Burd			X			

RESOLUTION 2022-07: A RESOLUTION AUTHORIZING THE BOARD OF FIRE COMMISSIONERS OF HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1 TO EXECUTE NON-FAIR AND OPEN PROFESSIONAL SERVICES AGREEMENTS FOR 2022

WHEREAS, The Hopewell Township Fire District No.1 (The Board) has a need for professional services in 2022; and

WHEREAS, the Board has determined that the value of the contracts will exceed \$17,500 and the funds will be available in the 2022 budget appropriations for this purpose certified by the Treasurer and Chief of Emergency Services, pending approval of the 2022 budget; and

WHEREAS, N.J.S.A. 19:44A-20.4 et seq. requires that any contract in excess of \$17,500 is subject to the requirements of the New Jersey Pay to Play Regulations; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that a resolution authorizing the award of contracts for “Professional Service” without competitive bids and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED, by The Board of The Hopewell Township Fire District No.1, as follows:

1. Non-fair and open pay to play documents have been completed, reviewed and are on file with the Qualified Purchasing Agent.
2. The Chairperson and Secretary are hereby authorized and directed to execute contracts with:
 - a. The Canning Group, LLC for financial review, budget assistance, oversight and qualified purchasing agent services, not to exceed \$32,000.00 in the calendar year 2022
 - b. StarNet Solutions, Inc., for IT consulting services, not to exceed \$22,000.00 in the calendar year 2022
 - c. Bowman & Company, for auditing and accounting services, not to exceed \$33,000.00 in the calendar year 2022
 - d. Stark & Stark, for legal services, not to exceed \$44,000.00 in the calendar year 2022
3. The contracts are awarded without competitive bidding as a “Professional Service” agreement under the provisions of the Local Public Contracts Law N.J.S.A.40A:11-5(1)(a) as a contract for services to be performed by persons authorized by law to practice recognized professions that are regulated by law and it is not possible to obtain competitive bids.
4. A notice of these actions shall be published once in the official newspaper if required by law.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Novak						X
Tomaro		X	X			
Jones			X			
Agarwal			X			
Burd	X		X			

RESOLUTION 2022-08: A RESOLUTION AUTHORIZING THE CHAIRMAN OF THE BOARD OF FIRE COMMISSIONERS AND THE FIRE OFFICIAL TO CERTIFY THE DIVISION OF FIRE SAFETY END OF YEAR REPORTS

WHEREAS, the Board of Fire Commissioners of Hopewell Township Fire District No. 1 has received a request from the Division of Fire Safety to certify the number of life hazard use inspections conducted by the Hopewell Valley Bureau of Fire Safety for the year 2021; and

WHEREAS, the requested report will be completed and reviewed.

NOW THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners of Hopewell Township Fire District No. 1 that the requested report from the Division of Fire Safety will be completed and this resolution hereby authorizes the Chairperson and the Fire Official to submit the report.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Novak						X
Tomaro			X			
Jones	X		X			
Agarwal		X	X			
Burd			X			

TREASURER’S REPORT

Treasurer Tomaro read the summary of the Bills and Claims dated January 13, 2022 and was seconded by Secretary Jones. Treasurer Tomaro reported on notable bills. A roll call vote was held and the following amounts were authorized:

Bill List:		\$47,045.58
Total Disbursements:		\$47,045.58

Secretary Tomaro asked about the mural for a fire truck that was submitted for payment. Chief Martin explained the mural was damaged during a call and we received money from the insurance company to replace the mural

Commissioner Agarwal asked about copier costs. Chief Martin explained that we have two copiers. One at Station 53 and one at the Station 50 office. Chief Martin gave some other clarifications regarding the copiers

STATION REPORTS

A. UNION FIRE COMPANY AND RESCUE SQUAD

Chief Pedersen reported on call stats in 2021. Chief Pedersen gave information regarding officer in the new year. Chief Pedersen reported that Past Chief Malkiewicz took the new boat back to duckies for some punch list items completed. Chief Pedersen spoke about an ice rescue call that occurred earlier in the day.

B. PENNINGTON FIRST AID SQUAD

Assistant Captain Varrasse reported on call totals for 2021 and December of 2021. Accepting many members. Assiatant Captain informed the board of the 2021 officers.

C. HOPEWELL FIRE DEPARTMENT AND EMERGENCY MEDICAL UNIT

Chief Galatro reported on calls for December 2021. Chief Galatro reported that some members and himself went out and inspected the repairs on Tanker 52. Chief Galatro reported that the truck should be back in 2-4 weeks. Chief Galatro spoke about

Chief Tunison reported on call stats in 2021 and December of 2021. Chif Tunison reported that there are 3 members in EMT. Chief Tunison reported that there are 11 members in training to ride. Chief Tunison reported that the SOPs are in final review and an ambulance is getting a seat repair to prepare for state licensing.

D. PENNINGTON FIRE COMPANY

Chief Defort reported on call stats from 2021. Chief Defort spoke about the ice rescue call earlier in the day. Chief Defort stated that his officers stayed the same. Chief Defort reported that his truck is at Cambell supply for a recall and some repairs. Chief Defort reported that Station 51 is shutdown with the exception of calls due to covid.

E. HOPEWELL VALLEY EMERGENCY SERVICES

Chief Martin informed the Board about the reports they received and asked if there was any questions for him. The Board had none.

PUBLIC COMMENT (NON-AGENDA)

None

ADJOURNMENT

Treasurer Tomaro motioned to adjourn the meeting and was seconded by Commissioner Agarwal at 7:32 PM. The motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Robert Bailey', written in a cursive style.

Robert Bailey
Lieutenant

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(rbailey@hopewelltwpfire.org) from
jmoore@hopewelltwpfire.org
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04 / 13 / 2022
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