

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING
HOPEWELL TOWNSHIP FIRE DISTRICT NO.1
THURSDAY, JANUARY 14, 2021**

The regular meeting of the Board of Fire Commissioners was held on January 14, 2021 virtually via Zoom at 7:00 PM.

CALL MEETING TO ORDER / STATEMENT OF NOTICE

Chairperson Malkiewicz 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

Chairperson Malkiewicz led the Pledge of Allegiance.

ROLL CALL

- Chairperson Malkiewicz - Present
- Vice-Chairperson Burd - Present
- Secretary Agarwal - Present (joined at 7:10 PM)
- Treasurer Tomaro - Present
- Commissioner Tackacs - Absent

MINUTES SUBMITTED FOR APPROVAL

Secretary Tomaro moved and Vice Chairperson Burd seconded to approve the regular and executive session minutes from October 29, 2020. The motion passed. Vice Chairperson Burd asked for meeting minutes to be submitted sooner after the meeting.

PUBLIC COMMENT (AGENDA)

None.

PUBLIC HEARING ON 2021 BUDGET

Chairperson Malkiewicz opened the public hearing on the 2021 budget. Vice Chairperson Burd moved and Treasurer Tomaro seconded to open the hearing. A roll call vote was held and the motion passed. Vice Chairperson Burd asked if there were any commissioners from Pennington Borough Fire District No. 1 present at the meeting to represent the Board to answer questions on their budget and debt service agreements. Seeing none, Board members said they wanted a member of the Pennington Borough Board to attend Hopewell Township Fire District No. 1 Board meetings. There was no public comment on the 2021 budget. Treasurer Tomaro moved and Vice-Chairperson Burd seconded to close the public hearing. The motion passed and the public hearing on the 2021 budget was closed.

NEW BUSINESS

RESOLUTION 2021-01: A RESOLUTION AUTHORIZING THE BOARD OF FIRE COMMISSIONERS OF HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1 TO PASS A TEMPORARY BUDGET FOR THE YEAR 2021 – read by Vice Chairperson Burd

WHEREAS, the Board of Fire Commissioners of Hopewell Township Fire District No. 1 has determined that a need exists for a temporary working budget for the year of 2021; and

WHEREAS, the State of New Jersey allows for the usage of fourteen percent of the appropriations made for all purposes in the budget for the preceding fiscal year, excluding appropriations made for interest and debt redemption charges and capital improvements; and

WHEREAS, the Board of Fire Commissioners has introduced the proposed budget for 2021; and

WHEREAS, the Budget has been submitted to the State of New Jersey, Department of Local Government Services for their review and acceptance.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners of Hopewell Township Fire District No. 1, County of Mercer, that the temporary budget for 2021 is hereby passed for usage of fourteen percent of the appropriations made for all purposes in the budget for the preceding fiscal year, excluding appropriations made for interest, debt redemption charges, and capital improvements.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Burd	X		X			
Tackacs						X
Agarwal						X
Tomaro		X	X			
Malkiewicz			X			

RESOLUTION 2021-02: A RESOLUTION ESTABLISHING THE LIST OF PART TIME EMPLOYEES TO WORK FOR THE HOPEWELL VALLEY EMERGENCY SERVICES UNIT - read by Treasurer Tomaro

WHEREAS, a need exists to provide a list of eligible part time employees to provide staffing on a case by case basis; and

WHEREAS, a need exists for assistance with information technology and communications equipment on a case by case basis; and

WHEREAS, the Board of Fire Commissioners has authorized the Chief of Emergency Services to amend the listing of part time employees when the need exists; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners of Hopewell Township Fire District No.1, Mercer County, hereby establishes the list of part-time employees annexed herein and sets the part time hourly rate at \$20.00 per hour.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Burd		X	X			
Tackacs						X
Agarwal			X			
Tomaro	X		X			
Malkiewicz			X			

RESOLUTION 2021-03: A RESOLUTION DESIGNATING DEPOSITORIES OF FUNDS – read by Vice Chairperson Burd

BE IT RESOLVED, by the Board of Fire Commissioners of Hopewell Township Fire District No. 1, County of Mercer, that Northfield Bank be designated as the depository of the Board’s funds for checking and savings account purposes for the year 2021; and

BE IT FURTHER RESOLVED, that the New Jersey Case Management Fund be designated as the depository of the Board’s funds for investment purposes.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Burd	X		X			
Tackacs						X
Agarwal			X			
Tomaro		X	X			
Malkiewicz			X			

RESOLUTION 2021-04: A RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS – read by Treasurer Tomaro

BE IT RESOLVED, by the Board of Fire Commissioners of Hopewell Township Fire District No. 1, County of Mercer, that the Hopewell Valley News and the Times of Trenton are hereby designated as the official newspapers of Hopewell Township Fire District No. 1 for the year 2021.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Burd		X	X			
Tackacs						X
Agarwal			X			
Tomaro	X		X			
Malkiewicz			X			

RESOLUTION 2021-05: A RESOLUTION AUTHORIZING THE PURCHASE OF GOODS OR SERVICES THROUGH STATE OF NEW JERSEY CONTRACTS AND COOPERATIVE PURCHASING AGREEMENTS – read by Vice Chairperson Burd

WHEREAS, pursuant to N.J.S.A. 40A:11-12, the Board of Fire Commissioners of Hopewell Township may, without advertising for bids, purchase any materials, supplies, services, or equipment under any contract entered into on behalf of the State of New Jersey by the New Jersey Department of the Treasury, Division of Purchase and Property; and

WHEREAS, pursuant to N.J.S.A 40A:11-11, contracting units are permitted to enter into Cooperative Pricing Agreements, whereby permitting them use of those awarded contracts; and
WHEREAS, the Board desires continued use of these cooperative pricing agreements in 2021:

Mercer County #CK09Mercer
 HGACBuy (Houston-Galveston Area Council)
 Middlesex Regional Educational Services Commission 65MCESCCPS
 U.S Communities Government Purchasing Alliance
 Sourcewell
 NPPGov

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners of Hopewell Township Fire District No. 1, County of Mercer, hereby authorizes the purchase of goods and services from New Jersey State Contract and Cooperative Purchasing Agreement Vendors.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Burd	X		X			
Tackacs						X
Agarwal			X			
Tomaro		X	X			
Malkiewicz			X			

Secretary Agarwal read the remaining resolutions.

RESOLUTION 2021-06: A RESOLUTION AUTHORIZING AN AGREEMENT WITH PENNINGTON BOROUGH FIRE DISTRICT NO. 1 FOR REFINANCING PAYMENTS FOR A SPARTAN PUMPER

WHEREAS, in conjunction with the Agreement for Fire Protection and Services between the Board of Fire Commissioners, Hopewell Township Fire District No. 1 (Township Board) and the Board of Fire Commissioners, Pennington Borough Fire District No. 1 (Borough Board) on December 13, 2016, the Township Board has agreed to provide funding to the Borough Board for 76% of the total fire district budget of the Borough Board; and

WHEREAS, a referendum authorizing the repayment of 76% of the cost of a replacement Rescue Apparatus for use by Pennington Borough Fire District / Pennington Fire Company was approved by Township voters in the 2018 annual election on February 17, 2018; and

WHEREAS, the Township Board's share of the cost of the Spartan Pumper is \$599,358.80, which the Township Board will pay to the Borough Board over a period of ten (10) years, together with 3.970% interest thereon, to be evidenced by a Spartan Pumper Promissory Note and Payment Agreement between the parties dated January 14, 2021; and

WHEREAS, pursuant to the Spartan Pumper Promissory Note and Payment Agreement, the first annual payment is due on November 1, 2021 in the amount of \$73,785.20, and the Township Board will provide for such payments as part of their annual budget beginning in 2019.

NOW, THEREFORE, BE IT RESOLVED, that the Chairperson or their representative is authorized to execute the Spartan Pumper Promissory Note and Payment Agreement, dated January 14, 2021, between

the Board of Fire Commissioners, Hopewell Township Fire District No. 1 and the Board of Fire Commissioners, Pennington Borough Fire District No. 1.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Burd		X	X			
Tackacs						X
Agarwal	X		X			
Tomaro			X			
Malkiewicz			X			

Vice Chairperson Burd asked for representation from Pennington Borough Fire District at the Hopewell Township Fire District No. 1 Board Meetings as the Township Board funds a large portion of the Borough operating budget.

RESOLUTION 2021-07: 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 2020; 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
Burd						
Tackacs						
Agarwal						
Tomaro						
Malkiewicz						

TREASURER’S REPORT

Treasurer Tomaro read the summary of the Bills and Claims dated January 14, 2021 and was seconded by Vice-Chairperson Burd. A roll call vote was held and the following amounts were authorized:

Bill List:		\$79,784.90
Payroll Ending	January 2, 2021	\$75,107.12
Total Disbursements:		\$154,892.02

STATION REPORTS

A. HOPEWELL VALLEY EMERGENCY SERVICES UNIT REPORT

Chief Martin provided updates to administration in Hopewell Township, health and safety efforts within the emergency services offices, COVID-19 vaccination clinics, PPE supplies, COVID 19 grant, status of in person / hybrid schooling, IT updates, meetings attended, training completed and upcoming, fire inspections and code enforcement, new scheduling software, per-diem interviews, holiday staffing, repairs at station 53. Chief Martin reported that personnel have worked 159.75 additional hours at Pennington First Aid Squad.

B. UNION FIRE COMPANY AND RESCUE SQUAD REPORT

Phil Mohacsi reported that Chief Pedersen was not available due to a call. He asked if there needed to be a discussion on the use of career personnel on holidays and it was suggested to hold that discussion in executive session, if needed.

C. PENNINGTON FIRST AID SQUAD REPORT

First Assistant Heather Varrasse reported on monthly calls, change in administration. Chief Martin asked for the new administration contact information. PFAS want to purchase an automatic stretcher.

D. HOPEWELL FIRE DEPARTMENT AND EMU REPORT

Will Mullen reported on monthly calls, yearly calls, 2020 call statistics, training, and COVID 19 vaccination schedule.

E. PENNINGTON FIRE COMPANY REPORT

Commissioner Blackwell does not have a report on call statistics. Vice Chairperson Burd asked for information from Commissioner Blackwell on the debt service agreement for the Spartan Pumper.

PUBLIC COMMENT (NON-AGENDA)

Chief Mullen asked the Board for their expectations regarding daytime coverage. The Board and those present discussed the topic as well as future development. The Board discussed the Sprinkler Tank. The Board discussed scheduling a work session to discuss daytime coverage. Chairperson Blackwell reported that the new truck was received, is going to be outfitted, and should be in service by the end of February. Treasurer Tomaro asked for and Chairperson Blackwell reported on the disposition of the old engine.

EXECUTIVE SESSION RESOLUTION

WHEREAS the Open Public Meetings Act permits the Board of Fire Commissioners of Hopewell Township Fire District No. 1 to exclude the public from a portion of the meeting in order to discuss matters requiring confidentiality per N.J.S.A. 10:4-12; and

WHEREAS, the Board is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of Fire District No. 1 in the Township of Hopewell, County of Mercer as follows:

1. The Board intends to discuss certain matters which are deemed confidential pursuant to N.J.S.A. 10:4-12 in Executive Session.
2. The scope of the aforesaid executive session will be limited to the following:

- A.
 - B.
 - C.
3. Minutes of the Executive Session will be disclosed to the public when the need for confidentiality no longer exists.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Burd		X	X			
Tackacs						X
Agarwal	X		X			
Tomaro			X			
Malkiewicz			X			

ADJOURNMENT

Vice Chairperson Burd motioned and Treasurer Tomaro seconded to adjourn the meeting at 8:07 PM. The motion carried.

Respectfully submitted,



Sarah Ocicki
Purchasing Agent