

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING
HOPEWELL TOWNSHIP FIRE DISTRICT NO.1
THURSDAY, JANUARY 28, 2021**

The regular meeting of the Board of Fire Commissioners was held on January 28, 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
Treasurer Tomaro -	Present
Commissioner Tackacs -	Present

MINUTES SUBMITTED FOR APPROVAL

Vice-Chairperson Burd moved and Commissioner Tackacs seconded to approve the regular and executive session minutes from 11/5/20. The motion passed.

Vice-Chairperson Burd moved and Treasurer Tomaro seconded to approve the regular and executive session minutes from 12/3/2020. Chairperson Malkiewicz asked to confirm who read the Bills & Claims on that date and to adjust if necessary. The motion passed.

PUBLIC HEARING ON CAPITAL APPROPRIATION TO REPLACE A SPRINKLER TANK AT UNION FIRE COMPANY AND RESCUE SQUAD

Vice-Chairperson Burd moved to open the public hearing and Commissioner Tackacs seconded the motion. There was no public comment on the matter. Vice-Chairperson Burd moved to go forward with the public appropriation to replace a sprinkler tank at Union Fire Company and Rescue Squad. The motion passed. Vice-Chairperson Burd moved to close the public hearing and Secretary Agarwal seconded the motion.

PUBLIC COMMENT (AGENDA)

None.

NEW BUSINESS

RESOLUTION 2021-09: A RESOLUTION AUTHORIZING A CAPITAL APPROPRIATION FOR \$775,842.67 TO REPLACE AN UNDERGROUND SPRINKLER TANK AT UNION FIRE COMPANY AND RESCUE SQUAD

WHEREAS, the Board of Fire Commissioners of Hopewell Township Fire District No. 1 wishes to replace an underground sprinkler tank at Union Fire Company and Rescue Squad; and **WHEREAS**, the project is estimated to cost \$775,842.67; and

WHEREAS, on January 28, 2021, the Board held a public hearing on a capital appropriation of \$775,842.67, \$579,004.27 of which will be released from the Restricted Fund Balance and the remainder from the Unrestricted Fund Balance;

NOW THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners of Hopewell Township Fire District No. 1 hereby authorize a capital appropriation for \$775,842.67 to replace an underground sprinkler tank at Union Fire Company and Rescue Squad.

Secretary Agarwal read the resolution but due to technical difficulties, Vice-Chairperson Burd reread the resolution for clarity.

RECORD OF BOARD VOTE ON PASSAGE

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

Vice-Chairperson Burd read the following resolution.

RESOLUTION 2021-10: A RESOLUTION AUTHORIZING A BUDGET AMENDMENT FOR THE 2021 BUDGET

WHEREAS, the district budget for the Hopewell Township Fire District No. 1 Board of Fire Commissioners for the year ending December 31, 2021 was introduced on December 3, 2020; 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, 2021:

AMENDMENT	FROM	TO
Unrestricted Fund Balance	\$571,484.72	\$600,730.70
Amount to be Raised by Taxation to Support Budget	\$4,151,903.86	\$4,149,564.02
Administration – Salary & Wages	\$79,885.52	\$79,924.95
Administration – Personnel Fringe Benefits	\$50,930.92	\$47,904.89
Administration – Other Expenses	\$294,656.12	\$300,756.12
Operations & Maintenance – Salary & Wages	\$1,398,659.81	\$1,400,350.72
Operations & Maintenance – Fringe Benefits	\$815,641.72	\$793,323.56
Operations & Maintenance – Other Expenses	\$1,334,226.64	\$1,335,726.64
Other Assets, Non-Bondable #2	\$29,550	\$77,550
Appropriations Offset with Revenue – Salary & Wages	\$104,393.30	\$104,488.59

Appropriations Offset with Revenue – Fringe Benefits	\$38,266.30	\$33,686.99
Total Principal Payments on Debt Service	\$244,391.32	\$243,987.54
Total Interest Payments on Debt Service	\$79,199.89	\$79,007.69

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 28th day of January 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			

Secretary Agarwal read the following resolution.

RESOLUTION 2021-11: 2021 ADOPTED BUDGET RESOLUTION, Hopewell Township FD No. 1 FISCAL YEAR: January 1, 2021 to December 31, 2021

WHEREAS, the Annual Budget for the Hopewell Township FD No. 1 (the 'Fire District') for the fiscal year beginning January 1, 2021 and ending December 31, 2021 has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of January 28, 2021; and

WHEREAS, the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the adopted budget is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et seq.); and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$5,535,090.36 which includes amount to be raised by taxation of \$4,149,564.02, and Total Appropriations of \$5,535,090.36; and

WHEREAS, an election shall be held annually on the third Saturday of February (only if required) in each established fire district to determine the amount to be raised by taxation for the ensuing year;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District at an open public meeting held on January 28, 2021 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2021 and ending December 31, 2021 is hereby adopted and, shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$5,535,090.36, which includes amount to be raised by taxation of \$4,149,564.02, and Total Appropriations of \$5,535,090.36; and

BE IT FURTHER RESOLVED, that the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved

budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

BE IT FURTHER RESOLVED, that an annual election shall be held on the third Saturday of February (only if required) to determine the amount to be raised by taxation for the ensuing year. The results of which shall be subsequently certified to the Division and the Municipal Assessor.

Secretary Agarwal asked to clarify if there was a need for the election in February. Chief Martin said it would not be necessary. Secretary Agarwal experienced technical difficulties and Vice-Chairperson Burd took the roll call of commissioners for passage.

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			

TREASURER’S REPORT

Treasurer Tomaro read the summary of the Bills and Claims dated January 28, 2021 and was seconded by Vice-Chairperson Burd. Treasurer Tomaro reported on the notable bills. A roll call vote was held and the following amounts were authorized:

Bill List:	January 14, 2021	\$863.00
Bill List:	January 28, 2021	\$50,464.28
Payroll Ending	January 21, 2021	\$51,871.40
Total Disbursements:		\$103,198.68

WORK SESSION / SUB COMMITTEE DISCUSSIONS

The Board decided to reassess the commissioners assigned to each work session.

- A. **VOLUNTEER RECRUITMENT** – Both Vice-Chairperson Burd and Treasurer Tomaro opted to stay on the sub-committee.
- B. **UFCRS SPRINKLER TANK** – Chairperson Malkiewicz reported that the architect has stated that a tank must be installed but there may be options for a smaller tank. The architect will write a report and discuss with the Construction office. Chairperson Malkiewicz asked for another commissioner to volunteer to join this sub-committee.
- C. **SHARED SERVICES AGREEMENT – HBFD & Pbfd** – Commissioner Malkiewicz will join this sub-committee for the shared services agreement for Hopewell Borough Fire District. Vice-Chairperson Burd will step down from this sub-committee and Secretary Agarwal will join Treasurer Tomaro on the Pennington Borough Fire District shared services agreement. Commissioner Tackacs will assist.

- D. VEHICLE REPLACEMENT SCHEDULE – Treasurer Tomaro will join Chairperson Malkiewicz on this sub-committee and Vice-Chairperson Burd will step down.
- E. EMS BILLING AND AMBULANCE STATE LICENSING – Secretary Agarwal will join Vice-Chairperson Burd on the sub-committee.
- F. UPCOMING DEVELOPMENT IN HOPEWELL TOWNSHIP – Chairperson Malkiewicz and Commissioner Tackacs had no update.
- G. EMPLOYMENT CONTRACTS – Chairperson Malkiewicz and Vice-Chairperson Burd will work on negotiating employment contracts with the Emergency Services Specialists and Lieutenants.

PUBLIC COMMENT (NON-AGENDA)

UFCRS Chief Pedersen commented on ongoing issues with dispatch between Station 53 and Station 50. The Board and those present discussed dispatch within Hopewell Township and suggested to hold a meeting with the Valley Chiefs to try to sort out the issues. The Board and those present asked and answered questions to determine what kind of software the separate fire companies use, what metrics need to be collected, how dispatch differs among the separate companies.

Fire Official Fosina presented updates on developments in Hopewell Township. The Board and Chief Martin thanked Fire Official Fosina for his hard work with the planning board and asked him to pass along any new information he deems necessary. Those present discussed hydrants, access for fire suppression, residential sprinkler systems, plan reviews. The Board thanked Fire Official Fosina for the informative presentation.

EXECUTIVE SESSION RESOLUTION

None.

ADJOURNMENT

Vice-Chairperson Burd motioned and Treasurer Tomaro seconded to adjourn the meeting at 8:40 PM. The motion carried.

Respectfully submitted,



Sarah Ocicki
Purchasing Agent