

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING
HOPEWELL TOWNSHIP FIRE DISTRICT NO.1
THURSDAY, MARCH 10, 2022**

The regular meeting of the Board of Fire Commissioners was held on March 10, 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-Chairman Novak-	Present
Secretary Jones-	Present
Treasurer Tomaro-	Present
Commissioner Agarwal-	Present

MINUTES SUBMITTED FOR APPROVAL

February 24, 2022 Regular Meeting and Executive Session Meeting Minutes

PUBLIC COMMENT (AGENDA)

Chief Pedersen spoke about Tanker 53-1 and the repairs needed to keep the truck in service. Repairs included yearly preventative maintenance as well as replacing the saddle for the tank. Total cost for repairs are estimated around \$50,000. \$15,700 of those repairs is preventative maintenance that would need to be completed regardless. \$27,000 of the estimate received included repairs to the truck's subframe, tank, saddle and suspension. The tires on the truck will also need to be replaced and 4 new batteries installed. This was the second quote received for the project, the first quote was higher. The Commissioners asked Specialist Lyness to contact ValveTec for a quote. ValveTec has previously worked on the tanker and everyone is happy with their work. Commissioners discussed the repair work and agreed the project is worth the investment especially since Station 51's tanker will be out of service for 6-9 months. Chairman Burd will email the current quote to fellow Commissioners to review. Vice Chair Novak suggested in the long term when Hopewell Fire Dept is looking to replace their engine, it might be worth looking into purchasing a pumper/tanker. Raritan Fire Dept recently purchased one. Chief Pedersen informed the board \$15,700 of the cost comes out of Union Fire Company's budget and the additional cost to be reviewed and voted on would be the extra cost for repairing the tank and saddle. All Commissioners were in favor of making the investment in Tanker 53-1 and asked Chief Martin to think about how to budget for the repairs.

NEW BUSINESS

April Meetings will be held in person once again. Chairman Burd would like to keep the virtual option available for any public that would like to attend, The board would like to buy an owl to help with this process. This purchase would be available for the Township to use as well for their public meetings.

Treasurer Tomaro read Resolution 2022-17:

**BOARD OF FIRE COMMISSIONERS
HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1**

RESOLUTION 2022-17

**A RESOLUTION CERTIFYING THE REVIEW OF THE ANNUAL REPORT OF
AUDIT FOR THE YEAR ENDED DECEMBER 31, 2020**

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made; and

WHEREAS, the annual report of audit for the year ended December 31, 2020 has been completed and filed with the Board of Commissioners of Fire District No. 1 of the Township of Hopewell, County of Mercer, pursuant to N.J.S.A. 40A:5A-15; and

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual report of audit, specifically the section entitled “Schedule of Findings and Recommendations,” and has evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

WHEREAS, the Board of Commissioners have received the annual report of audit, and have specifically reviewed the section entitled “Schedule of Findings and Recommendations,” in accordance with N.J.S.A. 40A:5A-17.

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of Fire District No. 1 of the Township of Hopewell, County of Mercer, hereby certifies to the Local Finance Board of the State of New Jersey that each Board member has personally reviewed the annual report of audit for the year ended December 31, 2020 and specifically has reviewed the sections of the report of audit entitled “Schedule of Findings and Recommendations,” and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED, that the Secretary of the Fire District is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Novak		X	X			

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

Move by title as amended below:

**BOARD OF FIRE COMMISSIONERS
HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1**

RESOLUTION 2022-18

**A RESOLUTION ESTABLISHING THE LIST OF PART TIME EMPLOYEES TO WORK FOR
THE HOPEWELL VALLEY EMERGENCY SERVICES UNIT AND HOPEWELL TOWNSHIP
FIRE DISTRICT #1**

RECORD OF BOARD VOTE ON PASSAGE

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

**PART TIME FIREFIGHTERS/EMERGENCY MEDICAL TECHNICIANS AND EMERGENCY
MEDICAL TECHNICIANS**

- MICHAEL BENINATO
- JUSTIN BOYLE
- RACHEL DZIEMINSKI
- JAMI FASSNACHT
- ANDREW KINTZEL
- JOHN MUCCIOLI
- WILL MULLEN

OLIVIA OBST
 CRAIG OLANDER
 HARDY KURT PEDERSEN
 DOUGLAS PSZCZOLKOWSKI
 JEFFREY RITTER
 ROBERT ROSS
 CHARLES SISTA
 ANNMARIE SOGANIC
 WILL STRONG
 BENJAMIN TREDREA
 EDWARD VANHISE
 HEATHER VARRASSE

PART TIME / INFORMATION TECHNOLOGY & COMMUNICATIONS EMPLOYEES

WILL MULLEN

PART TIME / ADMINISTRATIVE EMPLOYEES / MEETING MINUTE TRANSCRIBER

RANDI KNECHEL

TREASURER’S REPORT

Treasurer Tomaro read the summary of the Bills and Claims dated March 10, 2022 and was seconded by Secretary Agarwal. Treasurer Tomaro reported on notable bills. A roll call vote was held and the following amounts were authorized:

Bill List:		\$40,806.41
Payroll Ending	February 26, 2022	\$60,898.60
Employer Pension Liability	2022	\$346,361.00
Total Disbursements:		\$448,066.01

STATION REPORTS

- A. UNION FIRE COMPANY AND RESCUE SQUAD REPORT: Chief Pedersen reported on the new Deputy Chief’s car purchased. Chief Pedersen reported on the new registration number for the new boat purchased from Duckie’s. Chief Pedersen reported on the progress of the new Pierce truck. Chief Pedersen discussed scheduling a meeting with Mercer County Central about dispatching.

- B. PENNINGTON FIRST AID SQUAD REPORT Chief Muccioli reported low call volume, EMT staffing and coverage needs.
- C. HOPEWELL FIRE DEPARTMENT AND EMU REPORT Chief Galatro reported the firehouse is switching to ESO from Firehouse software. Hopewell Fire Department is working on becoming state licensed. The Department took up donation collection for Ukraine.
- D. PENNINGTON FIRE COMPANY REPORT no report
- E. HOPEWELL VALLEY EMERGENCY SERVICES Chief Martin discussed the department is working on call totals for Covid response to apply for grant money.

PUBLIC COMMENT (NON-AGENDA)

Commissioner Agarwal questioned the budget process and it was explained and discussed.

EXECUTIVE SESSION RESOLUTION

**BOARD OF FIRE COMMISSIONERS
HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1**

RESOLUTION 2022-19

EXECUTIVE SESSION

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. Contract Negotiations
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
Novak			x			
Tomaro			x			

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

ADJOURNMENT

Treasurer Tomaro motioned to adjourn the meeting and was seconded by Vice Chair Novak at 8:18 PM. The motion carried.

Respectfully submitted,



Randi Knechel

TITLE	Meeting Minutes 3/10/22
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 (rmalkiewicz@hopewelltpfire.org) from
 jmoore@hopewelltpfire.org
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05 / 20 / 2022

10:47:21 UTC

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SIGNED

05 / 20 / 2022

10:48:21 UTC

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