

BOARD OF FIRE COMMISSIONERS
Pennington Borough Fire District No. 1
P.O. Box 387
Pennington, NJ 08534

MINUTES May 17, 2016

CALL TO ORDER

The meeting was called to order by Vice-Chairman William Meytrott at 7:35 p.m. at the Pennington Firehouse, following adequate notice under the Open Public Meetings Law (notice provided to the municipal clerk, posted at the Pennington Borough Municipal Building and Board offices, and provided and published in the official newspaper of the district and the Hopewell Valley News).

ROLL CALL

Present by roll call were Commissioners Bill Meytrott, Tom Timperman and Bill Naylor. Absent: Mark Blackwell and Gene Schooley. Also present were Chief DeForte, Deputy Chief Gaudio, Ass't. Chief Bainbridge, accountant J. Carducci and Attorney Griswold. Commissioner Lenarski from the township BOFC was also present.

APPROVAL OF MINUTES

On a Motion by Cmsr. Naylor and seconded by Cmsr. Timperman and passed, the minutes of April 19, 2016 were approved as presented.

CHIEF'S REPORT

There were 39 calls in April, 2016: 7 of them in Pennington Borough, 25 in the Township, 1 in Hopewell Borough, 6 other. Calls included 3 residential, 1 gas leak, 1 hazmat, 2 motor vehicle/rescue, 1 brush fire and 2 automobile/machinery fires.

- 4 members are currently enrolled in Somerset County Fire School.
- King George St. and Park Ave. will be repaved soon and residents are requesting a design that includes speed deterrents (speed tables) that may interfere with and delay fire response through the area. The borough council meeting to address the issue is June 5th. The chief will write a letter to borough officials and find a way to inform people of the fire services' concerns and urging people to attend the meeting.
- The chief's vehicle is still out of service due to an electrical issue.

PUBLIC COMMENT – None.

TREASURER'S REPORT

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 certified there were sufficient encumbered and unencumbered funds to pay the bills as presented.

On a Motion by Cmsr. Naylor, seconded by Cmsr. Meytrott and passed, **Resolution 2016-18** – Paying bills in the amount of \$15,643.98, was unanimously approved by roll call vote of those commissioners present.

OLD BUSINESS

Aerial Truck: The truck should be on-line in June, with pictures of progress being available. Completion may be in January or February, 2017. Barring unforeseen events, outfitting and training could be completed and the apparatus put in service in March or April of 2017.

Web Site Management: Cmsr. Blackwell is following up and will report next month.

Siren: Cmsr. Blackwell received quotes from American Signal Corp. (Milwaukee, WI) \$19,842.00 and Sentry Siren (Canon City, CO) \$11,096.87. A third quote was expected from Sirens for Cities (Jonesboro, GA) but was not received in time for the meeting. On a Motion by Cmsr. Naylor and seconded by Cmsr. Timperman and passed, **Resolution 2016-19** – Awarding the contract for the purchase of a 127 dB(c) 3-phase power warning system (siren) to Sentry Siren of Cannon City, CO in the amount of \$11,096.87 was adopted.

Firehouse Construction: Hopefully a CO can be issued by the end of June or early July.

Firehouse Exhaust Removal System – Commissioner Blackwell will meet with a representative of Fume-A-Vent on May 19th to discuss alternatives.

AED's: An extended maintenance contract for the units (4-yr. total) is available for an additional \$1,131.00 per unit, which is an appreciable cost-savings from the 1-yr. term originally quoted by the vendor. On a Motion by Cmsr. Naylor and seconded by Cmsr. Timperman and passed, the amount approved last month for the purchase of AED's will be amended from \$5,900.00 to \$7,102.56.

ID Printer: The lowest quote received for the purchase of an ID printer, camera, card maker, 3-yr. warranty and lifetime free technical support was received from IDVille at a cost of \$2,917.67. The system will be used to make cards for the other township stations if requested. On a Motion by Cmsr. Naylor and seconded by Cmsr. Timperman and passed, this purchase was approved.

NEW BUSINESS

2015 Audit - On a Motion by Cmsr. Meytrott and seconded by Cmsr. Naylor and passed, **Resolution 2016-20** – Certifying to the Local Finance Board that the commissioners have received and reviewed the fire district's annual audit for the year ended December 31, 2015, and authorizing the execution of the required Group Affidavit attesting thereto. The audit contained no comments or recommendations by the auditor.

IAFC Conference – The International Association of Fire Chief's conference will be held in Texas in August. 4 members will attend. On a Motion by Cmsr. Naylor and seconded by Cmsr. Timperman and passed, reimbursement for airfare for the four attendees was approved in the amount of \$1,081.68, to be paid upon proof of actual expense incurred.

New Members – Applications for 2 Junior and 2 Senior memberships in the fire company were recommended for approval. On a Motion by Cmsr. Naylor and seconded by Cmsr. Timperman and passed, approval was granted. The maximum number of junior memberships allowed by the by-laws has now been met.

Utility Truck Use – Chief Deforte brought to the board’s attention that he has recently been allowing the 4 members now enrolled in fire school (2 nights a week for 13 weeks and some Saturdays) to use the Utility Vehicle to attend the classes. In response to questions by those board members present, the chief indicated this is not a vehicle crucial to most emergency calls and for this school session, the driver is a senior member of the fire company. The matter will be re-visited when the board is more fully represented.

Township Comsissioner Lenarski – Noted that he has seen a lot of fire company utility vehicles at the Dempster Center fire school classes. He also reported that the township board is eager to move forward with the firehouse exhaust removal system at the Pennington firehouse and commented that in recent seminars and classes he has attended indoor air quality and hearing protection are hot topics. He requested on behalf of the township board that they be kept apprised of the progress on the manufacture of the aerial apparatus.

ADJOURNMENT

On a Motion by Cmsr. Naylor and seconded by Cmsr. Timperman, the meeting adjourned at 8:35 p.m. The next regularly scheduled meeting of the Board will be held at 7:30 p.m. on June 21, 2016.

**BOARD OF FIRE COMMISSIONERS
PENNINGTON BOROUGH FIRE DISTRICT NO. 1**

AWARDING CONTRACT FOR SIREN PURCHASE

RESOLUTION #2016-19

WHEREAS, at the 2015 fire district budget referendum the voters of Pennington Borough Fire District #1 approved the capital purchase and installation of a warning siren in an amount not to exceed \$15,000.00; and

WHEREAS, written quotes were secured in accord with the NJ Local Public Contracts Law (N.J.S.A. 40A:11 et. seq.) for the purchase of a 127 dB(c) 3-phase power warning system (siren); and

WHEREAS, after review of the written quotes the board has determined the lowest responsible and responsive quote for the purchase is from Sentry Siren, Inc., of 2812 N. 9th Street in Canon City, CO, with a quote of eleven thousand ninety-six dollars and 87/100 dollars (\$11,096.87); and

WHEREAS, the Chief Financial Officer has certified there are sufficient funds encumbered from the fire district's 2015 capital budget to pay for this equipment; and

WHEREAS, the board deems it to be in the public interest to proceed with the project and award a contract to the lowest responsible and responsive quoting vendor at the proposed price.

NOW, THEREFORE BE IT RESOLVED by the Board of Fire Commissioners of Pennington Borough District 1 that, in accord with the vendor's proposal, a contract be awarded to Sentry Siren, Inc. for the purchase of a 127 dB(c) 3-phase power warning system (siren) in the amount of eleven thousand ninety-six dollars and 87/100 dollars (\$11,096.87).

<u>Roll Call Vote:</u>	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Chairperson Blackwell				X
Commissioner Meytrott	X			
Commissioner Naylor	X			
Commissioner Schooley				X
Commissioner Timperman	X			

May 17, 2016

*Board of Fire Commissioners
Pennington Borough Fire District No. 1
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RESOLUTION 2016- 20

REVIEW OF AUDIT – YEAR ENDED DECEMBER 31, 2015

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of every local authority to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the year ended December 31, 2015, has been filed by a Certified Public Accountant with the State of New Jersey, Division of Local Government Services pursuant to N.J.S.A.40A:5A-15, with the Clerk of the Board of Fire Commissioners of Pennington Borough Fire District No. 1, with the Municipal Clerk of the Borough of Pennington, and a copy has been received by each member of the Board of Fire Commissioners; 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 audit report, and specifically the sections of the audit report referring to “General Comments” and “Recommendations”, and to evidence same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have personally reviewed the Annual Report of Audit, and specifically reviewed the sections of the audit report referring to “General Comments” and “Recommendations” in accordance with N.J.S.A. 40A:5A-17.

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the governing body of Pennington Borough Fire District No. 1 certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2015, and specifically the sections of the audit report referring to “General Comments” and “Recommendations”, and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

IT IS FURTHER RESOLVED, that the Secretary of the Board of Fire Commissioners of Pennington Borough Fire District No. 1, is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a copy of this Resolution.

May 17, 2016

<u>Roll Call Vote:</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Chairman Blackwell				X
Commissioner Meytrott	X			
Commissioner Naylor	X			
Commissioner Schooley				X
Commissioner Timperman	X			