

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

MINUTES December 17, 2019

CALL TO ORDER

The regularly scheduled meeting was called to order by Chairman Blackwell at 7:35 p.m. at the Pennington Firehouse, following adequate notice under the Open Public Meetings Law (annual notice published in the Times of Trenton and the Hopewell Valley News, filed with the municipal clerk, posted at the Pennington Borough Municipal Building and Board offices, posted on the fire district's web site and provided to any person requesting same in advance of the meeting).

ROLL CALL

Present by roll call were Commissioners Bill Meytrott, Mark Blackwell, Wayne Blauth, Bob DiFalco, Brian Hofacker (arrived late). Absent: None. Also present were Chief Gaudioso, LOSAP Rep. Hallock and Attorney Griswold.

PUBLIC COMMENT – None.

CHIEF'S REPORT

There were 41 calls in November, 2019: 6 of them in Pennington Borough, 28 in the Township, 3 in Hopewell Borough and 4 other. Calls included 1 residential, 1 non-residential; 3 auto/machinery, 2 motor vehicle incidents, 2 wires/transformer, 2 gas leak, 2 HazMat, and 1 CO calls. There were 14 accidental alarms/activations. Two scheduled drills were held.

One motor vehicle incident involved a rollover and another was a double car fire that extended into a residence. So far this month there has been another double car fire near the hospital and a vehicle fire near Suburban Wrench.

Operation Santa gift delivery begins this week.

Fire Company elections were held; Jim DeForte will assume the position of Chief in January.

APPROVAL OF MINUTES

On a motion by Cmsr. Hofacker, seconded by Cmsr. DiFalco and passed, the minutes of the November 19, 2019 meeting were approved.

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. After certification that there are sufficient encumbered and unencumbered funds in the 2019 and prior year's budgets to pay the bills as presented, on a Motion by Cmsr. Meytrott, seconded by Cmsr. DiFalco and passed, **Resolution 2019-42** - Paying bills in the amount of \$40,388.24 was passed on roll call vote.

OLD BUSINESS

- Pumper Truck - production underway.
- Sale of Old Aerial – Conversation with an interested party continues.
- SOG's – Under review and awaiting comments.
- Outstanding Pagers – No update.
- Truck registrations – Cmsr. Meytrott to follow up.
- Insurance - Cmsr. Hofacker will prepare a draft policy addressing criteria for off-duty insurance benefits.

2020 BUDGET – PUBLIC HEARING and ADOPTION

On a motion by Cmsr. Blackwell, seconded by Cmsr. Meytrott and passed, the public hearing on the 2020 approved budget was opened. On a Motion by Cmsr. Meytrott, seconded by Cmsr. Di Falco and passed, **Resolution 2019-43** – Authorizing 2020 Fire District Budget be Read by Title was adopted.

After taxpayers of the fire district and all persons having an interest in the budget were given an opportunity to speak, and there being no comment, on a motion by Cmsr. Meytrott, seconded by Cmsr. DiFalco and passed, the public hearing was closed.

On a motion by Cmsr. Meytrott, seconded by Cmsr. Blauth and passed, the 2020 Fire District Budget was presented for adoption in the same content and amount as the approved budget. The estimated tax rate remains the same as last year - \$0.043 per \$100.00 assessed value. A synopsis is appended to these minutes.

Resolution 2019-44 – Adoption of 2020 Fire District Budget

Aye: Meytrott, Blackwell, Blauth, DiFalco.

Nay: None.

Absent: Hofacker.

NEW BUSINESS

- Pete Hallock reported that the board's account at Samsie's (now Gauls) lapsed when the business changed hands and, if desired, the board will have to apply for a new account.
- 2020 Annual Election – The election and budget referendum will be held on Saturday, February 15, 2020, with polls open from 2-9 pm. The closing date for the receipt of candidates' petitions to run for the two 3-year seats on the board is 5pm on January 17, 2020. Petitions are available from, and shall be submitted to the Clerk of the Board, Wayne Blauth. Petitions can also be secured by calling 609-466-3967.
- 2020 Annual Meeting Notice – On a Motion by Cmsr. Blauth, seconded by Cmsr. DiFalco and passed, **Resolution 2019-45** - Adopting the Pennington Borough Board of Fire Commissioners' annual meeting schedule for 2020 and January, 2021 was passed.
- Public Agency Compliance Officer - On a Motion by Cmsr. Blackwell, seconded by Cmsr. Meytrott and passed, **Resolution 2019-46** - Appointing Brian Hofacker as the fire district's Public Agency Compliance Officer was passed.

-Requisitions: On a motion by Cmsr. Hofacker, seconded by Cmsr. DiFalco and passed, the following Purchase Orders were ratified and/or approved:

#2019-101	4 Lanes End	Apparatus Maintenance		
		Contract (2020)	\$3360.00	05 Truck Repair
#2019-102	Hopewell Township	Fuel	\$ 559.73	Gas and Oil
#2019-103	Electric Motor Repair	Hose Washer Box	\$ 79.47	03 FF Equip Repair
#2019-104	Larson Electronics	Power supply-hose	\$ 514.42	01 FF Equipment
#2019-105	Al's Sunoco	Muffler & Oil chg.	\$ 345.00	05 Truck Repair
#2019-106	Home Depot	Misc. Wire & Hdwr.	\$ 38.43	03 FF Equip Repair
#2019-107	Jim Bainbridge	Food Reimb.	\$ 54.05	06 Educ. & Training
#2019-108	4 Lanes End	Battery (tanker), etc.	\$ 785.00	05 Truck Repair
#2019-109	Penn Fire Co.	Food	\$ 95.96	06 Educ. & Training
#2019-110	Dell	Laptop	\$1999.99	06 Educ. & Training
#2019-111	Scott Gray Graphics	Fire Co. awards	\$2500.00	Awards

Issuing a purchase order to MES for a Hurst replacement hydraulic hose reel (proprietary) to replace the one that burned out is approved – per only obtainable quote, price not to exceed \$4,655.00

Commissioner Hofacker arrived.

- Gear Dryer – Wearing contaminated turnout gear exposes firefighters to a higher risk of developing certain types of cancer than other workers. The sooner gear is cleaned to remove visible contaminants, like soot and blood, and invisible chemicals and compounds, like benzene, the sooner the risk of exposure to potentially harmful toxins and carcinogens is reduced. The gear dryer in the firehouse has a small load capacity and takes an inordinate period of time to fully dry gear, sometimes leaving responders unable to respond to the next call(s). After discussion and weighing alternatives a decision was made to replace it with a larger capacity gear dryer. On a Motion by Cmsr. Hofacker, seconded by Cmsr. DiFalco and passed, **Resolution 2019-47** – Authorizing the purchase of a large capacity (4 sets of gear) dryer at a cost not to exceed \$13,000.00 was passed.

Further, assorted electrical adjustments and vent work to accommodate the dryer and address other issues will be awarded to vendors submitting the lowest responsible quotes in an amount not to exceed \$11,000.00.

ADJOURNMENT

There being no further business to come before the Board the meeting adjourned at 8:53 p.m. The next regular meeting of the Board will be held at 7:30 p.m. on January 21, 2020.

NOTICE OF ELECTION
BOARD OF FIRE COMMISSIONERS
PENNINGTON BOROUGH FIRE DISTRICT NO. 1

The budget adopted for the year 2020 by Resolution of the Board of Fire Commissioners of Fire District No. 1, Pennington Borough, Mercer County, New Jersey, following a public hearing held at its meeting on December 17, 2019, is as follows:

Anticipated Revenues		
Interlocal Service Agreement (Hopewell Twp)	417,658.00	
Amount to be Raised by Taxation	<u>216,923.00</u>	
Total Revenues		\$634,581.00 =====
Operating Appropriations		
Administration:		
Election	\$ 2,500.00	
Office Expense	5,500.00	
Professional Service	40,000.00	
Telecommunications	8,000.00	
Awards	2,500.00	
Subscriptions & Advertising	5,139.00	
Medical	1,000.00	
Contingent Expenses	<u>2,000.00</u>	
Total Administration		\$ 66,639.00
Cost of Operations:		
Insurance	\$ 84,190.00	
Apparatus Housing	57,000.00	
Truck Repair & Maintenance	20,066.00	
Operating Supplies	2,250.00	
Education & Training	11,900.00	
Fuel & Oil	12,000.00	
Firefighting & Radio R&M	<u>21,200.00</u>	
Total Cost of Operations		208,606.00
Turnout Gear	\$ 13,540.00	
Firefighting equipment	24,790.00	
Radio Equipment	<u>3,935.00</u>	
Total Other Assets - non-bondable		42,265.00
LOSAP Appropriation		105,000.00
Capital Appropriations:		
Principal Payments on Debt	\$ 80,103.00	
Interest Payments on Debt	23,357.00	
Reserve for future capital purchases	<u>108,611.00</u>	<u>212,071.00</u>
Total Appropriations		\$ 634,581.00 =====

Estimated Tax Rate per \$100.00 = \$0.043

Based on 2019 assessed valuation of district \$503,872,757.00

A copy of the budget is available for review at the Pennington Borough Municipal Building during normal business hours, or a copy may be obtained by calling (908) 782-7900. A copy is also on the fire district website (www.pbbfc.org)

The annual election and budget referendum for the Board of Fire Commissioners of Pennington Borough, District No. 1, will be held on Saturday, February 15, 2020, from 2:00 to 9:00 p.m., at the Pennington Volunteer Fire Company firehouse located at 120 Broemel Place in Pennington, New Jersey.