

BOARD OF FIRE COMMISSIONERS
Pennington Borough Fire District No. 1
P.O. Box 387
Pennington, NJ 08534
June 20, 2023

MINUTES

CALL TO ORDER

The regularly scheduled remote 'Zoom' meeting was called to order by Commissioner Brian Hofacker at 7:30 p.m. following adequate and electronic notice under the Open Public Meetings Law and N.J.A.C. 5:39. The meeting was also opened at Pennington Fire House for a Hybrid meeting. Annual meeting notice including information on how the public could access and participate in the remote meeting, make public comment and where relevant documents, if any, would be made available published in the Times of Trenton and Hopewell Valley News, provided to the Hopewell Express, sent to the Borough Clerk for filing and public posting and posted on the board's website, at the firehouse entrances and at board offices, as well as provided to any person requesting same in advance of the meeting.

ROLL CALL

Present by roll call were Commissioners Robert DiFalco, Ryan Fraser, Sandra Radice, Scott Schaub and Chairman Brian Hofacker. Meeting is hybrid with remote access and in person at the Fire House. Quorum established.

Also present: Attorney Appleby and Auditor Carducci.

PUBLIC COMMENTS

Chairman Hofacker opened the meeting up for public comments.

With no one in the public asking to speak on Zoom or at the Fire House, public comments were closed.

CHIEF'S REPORT

31 calls for the month. 2 in the Borough. 16 for Hopewell Township-51. 2 calls for Hopewell Township-52. 1 call for Out of District (Ewing), 2 for Out of District (Lawrence), 3 for Out of District (Trenton), and 5 for Out of District (Other). 59 total service hours, 264 total man hours

at fires. 2 brush/leaves/field, 1 CO alarm, 1 HazMat, 2 non-residential, 1 residential, 5 accidental alarms. 3 automobile/machinery.

Assistant Chief Robert Ingram that 60,200 hours of water used. Issue with a member having a fire-medical issue; possible workers' compensation claim. Activity report will change for next month. Will alleviate concerns and give a little more detail.

Chief Demarski appreciated everyone's support and noted that called for out-of-district a lot. No truck goes unless a Chief goes to a mutual aid for safety reasons (radio). Trenton is only Mercer County unit does not operate on radio system. Discussion on when dispatched – if only respond to 3 alarm or sit in their station.

APPROVAL OF MINUTES

Attorney Appleby requested any edits or comments regarding regular session minutes from May 16 , 2023. Motion made by Commissioner Schaub to approve minutes from followed by second by Commissioner DiFalco . All voted in favor.

TREASURER'S REPORT

Commissioner Radice discussed suspension account (training) issues resolved. Nottingham Insurance – Tina working on having it as one payment instead of ten. PNC signatures resolved? May need to change as hours are not convenient. AT&T account accessed and put on autopayment.

Resolution 2023-17 Resolution for payment of monthly bills (June 2023)

Motion to approve payment of bills in the amount of \$20,595.02 made by Commissioner Fraser and seconded by Commissioner Radice.

Roll Call:

Chairman Hofacker	yes
Commissioner DiFalco	yes
Commissioner Fraser	yes
Commissioner Radice	yes
Commissioner Schaub	yes

No abstentions.

Purchase Orders previously sent out to Board for review. Chairman Hofacker indicated light for the month. Need additional invoice from Auditor extra \$2500. Numbers assigned by Chairman and sent back to Assistant Chief Ingram.

OLD BUSINESS

- Emergency Appropriation resolution was passed by Pennington Borough approving the appropriation. Chairman to get certified Resolution from Borough.
- First Aid Building - nothing new to discuss.
Chairman discussed vehicle transfer of title from M. Blackwell. Follow up if title was sent to finance company for truck.
 - Firstnet – issue as to administrator for wireless.
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 - Budget amendment – going forward, business emails to be used. Scott Schaub has email address now.
 - Meeting for replacing tanker – meeting from 5/18/23 with Hopewell Township Commissioners. Commissioners DiFalco and Schaub met with Township. They want to work with the District to buy a tanker. Finance discussion needs to take place.
- Chairman. Chairman to send in mail on Wednesday.
- Elections: There will be two full terms up in November and one unexpired term for one year. Commissioner Fraser indicated that due to work obligations, August will be his last meeting. Discussion as to who will be running for what term (Radice, Schaub) and whether to fill Fraser seat temporarily and also run for new term. Chairman thanked Commissioner Fraser for service. Commissioner Radice will run for new term, as will Commissioner Schaub, for three year terms. Attorney Appleby will send information to Board regarding petitions.
- Incentives for volunteers discussed. Full functioning gym put together. Attorney Appleby discussed conversation with DCA. Auditor Carducci discussed where line gets crossed as volunteer or employee/independent contractor. No special rules for non-profit corporations. Who is controlling hours, do they have another job, use own tools are some of the questions considered by State.
- Chairman discussed fire tax.

NEW BUSINESS:

- Auditor Carducci discussed draft of Audit and LOSAP review. Ahead of budget and revenues are better. Asked Board to review. Chairman discussed contingencies and line items to be reassessed in September. Clean opinion with no reportable conditions as to

Audit. LOSAP review had nothing major. Investments show reduction on paper. Sit down with membership to discuss fund.

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- Commissioner DiFalco asked question as to Bristol Myers property. Chief toured building and access road around it. Chief stated height is not a concern but is a massive building. Became a fire hazard in last month. No alarm, no fire plan.
- Tanker repair. Chief Demarski reported on tanker and that repairs generally under budget. Attorney inquired as to totals and needing to be aware of aggregation per Local Public Contracts Law requirements. Brakes at end of life and don't want that coming out of next year's budget.
- Commissioner Radice indicated that Hopewell Township did forward a check for \$61,283.11.
- Commissioner DiFalco asked as to using QPA from Borough and whether a conflict could occur. Attorney Appleby indicated that she did not see a conflict on its face. Advantageous to pursue a shared service agreement or otherwise retain QPA. Attorney Appleby also discussed the need for a process for Certification for Russia/Belarus (P.L. 2022, c. 3).

Adjournment

Motion to adjourn by Commissioner Fraser and seconded by Commissioner DiFalco. All voted in favor. Meeting adjourned at 8:17p.m.