

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

**MINUTES June 23, 2020**

**CALL TO ORDER**

The rescheduled monthly meeting was conducted remotely by means of a web-based conference call through ZOOM and was called to order by Commissioner Blackwell at 7:40 p.m., following adequate notice under the Open Public Meetings Law (rescheduled meeting notice including information on how the public could access and join the meeting published in the Times of Trenton, provided to the Borough Clerk for posting, posted at the Board offices and 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 Mark Blackwell, Bill Meytrott, Bob DiFalco, Brian Hofacker and Wayne Blauth. Absent: None. Also present were Chief DeForte, Deputy Chief Demareski, Joe Carducci and Attorney Griswold.

**PUBLIC COMMENT** – None.

**CHIEFS' REPORT**

There were 36 calls in May, 2020: 10 in Pennington Borough, 17 in the Township, 1 in Hopewell Borough and 8 other. Calls included 2 brush/leaves fires, 2 residential, 1 auto/machinery and 1 gas leak. There were 14 accidental alarms and 9 mutual aid calls.

The chief's vehicle sustained damage crossing a rutted culvert while at the scene of a brush fire. On a motion by Cmsr. Hofacker, seconded by Cmsr. DiFalco and passed, a purchase order will be issued to Integrity Auto Body in the amount of \$1,296.69 to repair the vehicle, chargeable to (05) Truck Repair.

In response to the Covid19 virus situation the firehouse is closed and most drills (training) are being conducted through virtual transmission – there was 1 outdoor drill at Stony Brook Elementary School at which attendees observed social distancing and masks were in place. Daytime duty crews have been discontinued but crew size is still limited. The fire company's Coronavirus Policies and Procedures contained in the Temporary Response Guidelines remain in effect. Firehouse access is still restricted; only emergency personnel responding to calls or otherwise authorized by the chief are to enter the building. As conditions warrant restrictions may be relaxed in certain respects in the coming weeks.

Accountability tag system is up and running. Thermal imaging cameras have been installed in the command vehicles. Water rescue gear has been ordered.

- Knox Boxes – Software needs adapting; Deputy Chief Demareski will coordinate with the valley fire companies to secure and install software and to update the fire district's authorized contact with the Knox Co.
- Tablets in vehicles – Deputy Chief Demareski is working to conclude this undertaking.
- ID Tags – No update.
- Rescue Truck – “Open Door” warning light system; no update.
- Trailer – Aluminum caps have been purchased to replace the worn plastic ones on the air vents. Warning striping and lettering on rear needed; the chief and assistant chief will gather quotes and schedule once 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 2020 budget to pay the bills as presented, on a Motion by Cmsr. Meytrott, seconded by Cmsr. DiFalco and passed, **Resolution 2020-16** - Paying bills in the amount of \$12,588.62 was passed on roll call vote.

## **APPROVAL OF MINUTES**

On a motion by Cmsr. Meytrott, seconded by Cmsr. DiFalco and passed, the minutes of the May 19, 2020 meeting were approved.

## **OLD BUSINESS**

- 2019 Financial Audit – Final document will be distributed within the week.
- Sale of Old Aerial – No update.
- SOG's – Draft revised and under review.
- Outstanding Pagers – No update.
- Insurance – Board and membership discussion with insurance broker to review policies and benefits and to answer questions will be held as soon as feasible.
- Drivers' Records – No update.
- Gear Dryer – No update.
- New Truck (pumper) – Manufacture start date is scheduled for June 25<sup>th</sup>; scheduled for completion July 30<sup>th</sup>. No word yet on the mid-inspection date. Discussion of mode of travel for the inspection - to be determined.

## **NEW BUSINESS**

- Resignation and Appointment – Peter Hallock submitted his resignation as LOSAP local plan administrator. On a motion by Cmsr. Hofacker, seconded by Cmsr. Meytrott and passed, Mr. Hallock's resignation was accepted and Enrique Rodriguez was appointed to replace him as LOSAP local plan administrator. Appropriate forms will be submitted to Lincoln Financial to affect the appointment.
- Firefighter Injury Reporting – A firefighter sought treatment from his private physician after a fire call and prior to notifying officers or the board of an incident or that he had been treated. Cmsr. Blackwell will follow up with a letter to the firefighter and will inform the board's insurer of the situation. The insurance representative will be asked to include a refresher for members addressing protocol and incident reporting requirements when he makes his presentation. Additional notifications/posters will be placed throughout the firehouse to remind emergency personnel of the procedures for reporting accidents and injuries.
- Banking – Attorney Griswold suggested the board consider transferring some funds on deposit at PNC Bank to additional FDIC/GUDPA approved depositories to broaden the district's FDIC protection and to lessen custodial risk. It would also provide a source of ready cash to continue meeting ordinary expenses in the event of a catastrophic event at PNC.

## **ADJOURNMENT**

There being no further business to come before the Board the meeting adjourned at 8:15 p.m. The next regular meeting of the Board will be held via Zoom at 7:30 p.m. on July 21, 2020.