

BOARD OF FIRE COMMISSIONERS
Pennington Borough Fire District No. 1
P.O. Box 387
Pennington, NJ 08534
May 21, 2024

MINUTES

CALL TO ORDER

The regularly scheduled hybrid in-person and remote ‘Zoom’ meeting was called to order by Chairman Hofacker at 7:33 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. Salute to the Flag.

ROLL CALL

Present by roll call were Chairman Hofacker, Commissioner Robert DiFalco, Commissioner Sandra Radice, and Commissioner Schaub. Commissioner O’Connor was absent. Meeting is hybrid with remote access and in person at the Fire House. Quorum established.

Also present: Attorney Appleby via Zoom, Auditor Weiss at Fire House.

PUBLIC COMMENTS

Chairman Hofacker opened the meeting up for public comments at 7:36 p.m. With no one else in the public asking to speak on Zoom or at the Fire House, public comments were closed.

APPROVAL OF MINUTES

Attorney Appleby requested any edits or comments regarding regular open session minutes and executive session minutes from April 16, 2024. One comment to amend a typo. Motion made by Commissioner Radice to approve minutes. Seconded by Commissioner DiFalco. **All voted in favor. No abstentions.**

TREASURER’S REPORT

Resolution 2024-10

Resolution for payment of monthly bills (May 2024) in amount of \$83,319.48. Motion made by Commissioner DiFalco, seconded by Commissioner Radice.

Roll Call:

Chairman Hofacker	yes
Commissioner DiFalco	yes
Commissioner O’Connor	absent
Commissioner Radice	yes
Commissioner Schaub	yes

Chief's Report: given by Assistant Chief Ingram

1-May-24

	TOTAL CALLS	District%
<u>TOTAL FIRE CALLS</u>		56
Pennington Borough	11	19.6%
Hopewell Township - 51	29	51.8%
Hopewell Borough	1	1.8%
Hopewell Township - 52	3	5.4%
Hopewell Township - 53	1	1.8%
Out-of-District - Ewing	1	1.8%
Out-of-District - Lawrence	3	5.4%
Out-of-District - Trenton	5	8.9%
Out-of-District - Other	2	3.6%
Hopewell Township - Total		33
<u>TOTAL SERVICE-HOURS AT FIRES</u>		72
<u>TOTAL MAN-HOURS AT FIRES</u>		206
<u>WATER USED AT FIRES (gals)</u>		10,000
<u>FIRE CLASSIFICATIONS - BASED ON NFIRS SERIES CODES</u>		
100 Series - FIRE		
Building	2	3.57%
Chimney or Flue	1	1.79%
300 Series - Rescue & EMS		
Assist EMS	3	5.36%
400 Series - Hazardous Condition		
Gas Leak (Natural/LP)	1	1.79%
Combustible/Flammable Gas/Chemical Spill	1	1.79%
CO Incident	1	1.79%
Electrical / Power Line Issue - No Fire	1	1.79%
500 Series - Service Call		
Water Issues / Pump Out	3	5.36%
Smoke / Odor - No Fire	1	1.79%
Cover Assignment	1	1.79%
600 Series - Good Intent Call		
Good Intent	17	30.36%
Smoke Scare - No Fire	2	3.57%
700 Series - False Alarm and False Call		
False Alarm	2	3.57%
System Malfunction	7	12.50%
Unintentional Alarm	13	23.21%
TOTAL	56	100.00%
Mutual Aid - Out of Town	11	19.6%
<u>TOTAL DRILLS HELD</u>		
Scheduled Drills		3
Special Drills/Work Details		2

• **OLD BUSINESS:**

▪ Status of Audit

LOSAP Audit discussed by Auditor Weiss. Board asked to review and provide any comments. Chairman Hofacker asked about non-vested members and where LOSAP money would go.

- Hopewell Township Shared Services Agreement
Chairman discussed status of Agreement. Need to work on this in the summer.
- Old First Aid Building – Contract to be discussed in executive session.
 - District vehicle transfer of title to District – title is in name of Chairman of Board of Fire Commissioners.
 - Tanker replacement and communications from Hopewell Township. Progress.
 - Commercial properties and Township Fire Marshall. Some progress.
 - Bylaws – discussion with Matt Donohue, Esq. to finalize.

NEW BUSINESS:

Discussion as to how to cancel PO's from last year.

Need to start researching new IT company as CitiConnections will stop doing business in New Jersey at the end of the year.

Work on a long-range budgeting/financing plan for the District.

Need to amend budget to account for a grant.

Resolution 2024-11 Resolution to convene Executive Session read by Attorney Appleby. Matters to be discussed: contractual matters and personnel issues.

Motion made to go into executive session made by Commissioner Schaub, seconded by Commissioner Radice. All voted in favor.

EXECUTIVE SESSION

Motion made to return to open session made by Commissioner O'Connor and seconded by Commissioner Radice. All voted in favor.

Adjournment

Motion to adjourn made by Commissioner Radice and seconded by Commissioner DiFalco. All voted in favor.

Meeting ended at 8:34 p.m.