

Franklin Township Fire District No. 1
Meeting Minutes
December 12, 2023

Meeting opened with the Flag Salute

The 281ST meeting of the Board of Fire Commissioners, Franklin Township Fire District No. 1, Township of Franklin, County of Hunterdon, was called to order by President C. Patkochis at 6:30 PM.

ANNOUNCEMENT: “This meeting is convened in accordance with the provisions of the Open Public Meetings Act. Adequate notice of the meeting has been provided by furnishing announcement thereof, to the *Hunterdon County Democrat*, and/or *The Express Times*, and/or the *Star Ledger*, and/or the *Courier News*, by posting notice in the Municipal Building and by filing a notice with the Municipal Clerk.”

ROLL CALL: President C. Patkochis, present; Treasurer D. Stephens, present; Secretary P. Enea III, present; Vice President, E. Kolibas, present; Assistant Secretary, H. Laine, present.

OATH OF OFFICE: The Oath of Office of Commissioner was administered to C. Patkochis, who was re-elected during the November, 2023 Election, by Recording Secretary, E. Ennis.

ELECTION OF OFFICERS FOR 2024: P. Enea made a motion that the Officer designations remain as assigned for 2024, seconded by E. Kolibas. Officers were re-elected as follows by unanimous vote:

President: C. Patkochis

Vice President: E. Kolibas

Secretary: P. Enea III

Treasurer: D. Stephens

Assistant Secretary: H. Laine

APPROVAL OF REGULAR MEETING MINUTES FROM PREVIOUS MONTH: A Motion to accept the minutes of the November 14, 2023 meeting was made by E. Kolibas, seconded by H. Laine. All in favor, Motion carried.

TREASURER'S REPORT: D. Stephens advised of a total income of \$ 3,567.27 and expenses totaling \$ 59,753.82 for the period of November 15, 2023 through December 12, 2023.

Motion to pay the bills for the period of November 15, 2023 through December 13, 2023 was made by D. Stephens, seconded by P. Enea. Roll call vote, D. Stephens, aye; P. Enea, aye; E. Kolibas, aye; H. Laine, aye; C. Patkochis, aye. Motion carried.

COMMISSIONER'S REPORTS: C. Patkochis advised the Board that the 2024 Budget was granted approval through the NJDCA. The total Budget for 2024 is \$1,172,000.00 with \$458,000.00 to be raised by taxes. The process was not easy and required a lot of additional information/documentation.

• **RESOLUTION 2023-14 ADOPTION OF 2024 BUDGET**

E. Kolibas made a motion to approve the 2024 Budget, seconded by H. Laine. Roll call vote, D. Stephens, aye; P. Enea, aye; E. Kolibas, aye; H. Laine, aye; C. Patkochis, aye. Motion carried.

C. Patkochis presented a purchase proposal agreement with Fire and Safety Services for the purchase of a new stock Pierce Freightliner Tender (see purchase agreement for details) through Co-Op purchasing in the amount of \$527,225.35. Expected delivery will be Spring of 2024 versus building a truck from the manufacturer with delivery taking up to 29 months and at a much higher price.

• **RESOLUTION 2023-13 APPROVING PURCHASE AGREEMENT FOR NEW TENDER**

H. Laine made a motion to approve the agreement, seconded by E. Kolibas. Roll call vote, D. Stephens, aye; P. Enea, aye; E. Kolibas, aye; H. Laine, aye; C. Patkochis, aye. Motion carried.

C. Patkochis read **RESOLUTIONS 2023-15** through **2023-27** by title to the members of the Board and highlighted any changes to them as appropriate with the following results.

- **RESOLUTION 2023-15 APPOINTING FIRE DISTRICT ATTORNEY RICHARD BRASLOW**

C. Patkochis asked for a Motion to accept the above Resolution as read, D. Stephens made the Motion; seconded by H. Laine. Roll call vote: D. Stephens, aye; P. Enea, aye; E. Kolibas, aye; H. Laine; C. Patkochis, aye. All in favor, motion carried.

- **RESOLUTION 2023-16 ESTABLISHING MITIGATION RATES**

C. Patkochis asked for a Motion to accept the above Resolution as read, D. Stephens made the Motion; seconded by H. Laine. Roll call vote: D. Stephens, aye; P. Enea, aye; E. Kolibas, aye; H. Laine; C. Patkochis, aye. All in favor, motion carried.

- **RESOLUTION 2023-17 APPOINTING FIRE DISTRICT RECORDING SECRETARY ELISE ENNIS (RATE \$23.00 PER HOUR)**

C. Patkochis asked for a Motion to accept the above Resolution as read, D. Stephens made the Motion; seconded by H. Laine. Roll call vote: D. Stephens, aye; P. Enea, aye; E. Kolibas, aye; H. Laine; C. Patkochis, aye. All in favor, motion carried.

- **RESOLUTION 2023-18 APPOINTING FIRE OFFICIAL ANDREW BUTERBAUGH (RATE \$28.00 PER HOUR)**

C. Patkochis asked for a Motion to accept the above Resolution as read, D. Stephens made the Motion; seconded by H. Laine. Roll call vote: D. Stephens, aye; P. Enea, aye; E. Kolibas, aye; H. Laine; C. Patkochis, aye. All in favor, motion carried.

- **RESOLUTION 2023-19 AUTHORIZING BKC, CPA PC AS ACCOUNTANT**

C. Patkochis asked for a Motion to accept the above Resolution as read, D. Stephens made the Motion; seconded by H. Laine. Roll call vote: D. Stephens, aye; P. Enea, aye; E. Kolibas, aye; H. Laine; C. Patkochis, aye. All in favor, motion carried.

- **RESOLUTION 2023-20 DESIGNATING SURETY BOND FOR COMMISSIONERS**

C. Patkochis asked for a Motion to accept the above Resolution as read, D. Stephens made the Motion; seconded by H. Laine. Roll call vote: D. Stephens, aye; P. Enea, aye; E. Kolibas, aye; H. Laine; C. Patkochis, aye. All in favor, motion carried.

- **RESOLUTION 2023-21 AUTHORIZING PAYMENT OF CLAIMS**

C. Patkochis asked for a Motion to accept the above Resolution as read, D. Stephens made the Motion; seconded by H. Laine. Roll call vote: D. Stephens, aye; P. Enea, aye; E. Kolibas, aye; H. Laine; C. Patkochis, aye. All in favor, motion carried.

- **RESOLUTION 2023-22 APPOINTING FIRE DISTRICT ADMINISTRATOR WILLIAM CRAMPTON (\$26.00 PER HOUR)**

C. Patkochis asked for a Motion to accept the above Resolution as read, D. Stephens made the Motion; seconded by H. Laine. Roll call vote: D. Stephens, aye; P. Enea, aye; E. Kolibas, aye; H. Laine; C. Patkochis, aye. All in favor, motion carried.

- **RESOLUTION 2023-23 DESIGNATION OF OFFICIAL NEWSPAPER**

C. Patkochis asked for a Motion to accept the above Resolution as read, D. Stephens made the Motion; seconded by H. Laine. Roll call vote: D. Stephens, aye; P. Enea, aye; E. Kolibas, aye; H. Laine; C. Patkochis, aye. All in favor, motion carried.

- **RESOLUTION 2023-24 AUTHORIZING REGULAR MEETING SCHEDULE**

C. Patkochis asked for a Motion to accept the above Resolution as read, D. Stephens made the Motion; seconded by H. Laine. Roll call vote: D. Stephens, aye; P. Enea, aye; E. Kolibas, aye; H. Laine; C. Patkochis, aye. All in favor, motion carried.

- **RESOLUTION 2023-25 AGREEMENT FOR CO-OP PURCHASING PARTICIPATION**

C. Patkochis asked for a Motion to accept the above Resolution as read, D. Stephens made the Motion; seconded by H. Laine. Roll call vote: D. Stephens, aye; P. Enea, aye; E. Kolibas, aye; H. Laine; C. Patkochis, aye. All in favor, motion carried.

- **RESOLUTION 2023-26 ADOPTION OF CASH MANAGEMENT PROGRAM**

C. Patkochis asked for a Motion to accept the above Resolution as read, D. Stephens made the Motion; seconded by H. Laine. Roll call vote: D. Stephens, aye; P. Enea, aye; E. Kolibas, aye; H. Laine; C. Patkochis, aye. All in favor, motion carried.

- **RESOLUTION 2023-27 APPOINTING FIRE INSPECTOR SEAN SMITH (\$25.00 PER HOUR)**

C. Patkochis asked for a Motion to accept the above Resolution as read, D. Stephens made the Motion; seconded by H. Laine. Roll call vote: D. Stephens, aye; P. Enea, aye; E. Kolibas, aye; H. Laine; C. Patkochis, aye. All in favor, motion carried.

C. Patkochis advised that the State Grant application for PPE was submitted and accepted. We applied for 15 sets of turnout gear, helmets and boots totaling up to \$68,000.

D. Stephens advised on insurance claim for Rescue 91. Repairs to date total \$19,210.00 with approximately \$12,500.00 already refunded from the insurance company. We can expect an additional \$3700 +/- from insurance. Out of pocket for the District will be \$3750.00 for damages to date. Additional claims will be on a case by case basis.

C. Patkochis advised that repairs on Tender 2 will wait until the new Tender has been put into service.

B. Patkochis advised the Board that there has been some forward progress made with LexPol. Meetings are taking place every other week to bring policies and procedures into alignment. Arduous process but still beneficial to all involved. Logins have been provided for all participants to contribute to the project.

H. Laine advised that we are in compliance with Daniel's Law.

C. Patkochis advised that we need to work on getting some quotes for a Worker's compensation insurance carrier.

SPECIAL END OF YEAR MEETING WILL BE DECEMBER 26, 2023 AT 9 AM TO WRAP UP END OF YEAR FINANCIALS.

FIRE MARSHAL REPORT: C. Patkochis advised of 13 Farm Inspections, 3 smoke certs and 3 permits. The Fire Marshal's office has done an outstanding job this year!

QUAKERTOWN FIRE COMPANY CHIEF'S REPORT: B. Patkochis reported 72 calls for service, 41 fire and 41 EMS. The Utility has been put into service, Brush truck is in pre-construction with delivery expected in early May. B. Patkochis reported an issue with Bubbakoos that has been directed to the Fire Marshal regarding inappropriate resetting of the alarm prior to the QFC arrival; it is being addressed by the fire marshal and township building department to get the alarm head moved to a different location in the building.

QUAKERTOWN FIRE COMPANY PRESIDENT'S REPORT: R. Geib advised that membership drive letters have gone out with a positive response being received already. The QFC voted in one new EMT and welcomed two Junior Members.

NEW BUSINESS:

- **RESOLUTION 2023-28 EXECUTIVE SESSION - LITIGATION**

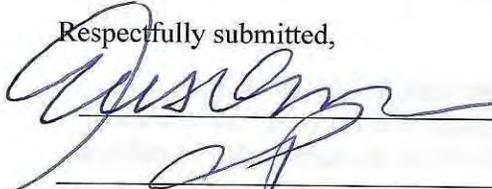
P. Enea made a motion to enter EXECUTIVE SESSION @ 7:07PM, seconded by D. Stephens, all in favor, motion carried.

MINUTES OF THIS EXECUTIVE SESSION WILL BE MADE PUBLIC WHEN DEEMED APPROPRIATE BY THE BOARD.

D. Stephens made a motion to return to REGULAR MEETING SESSION @ 7:16PM, all in favor, motion carried

ADJOURNMENT: There being no further business a Motion was made to adjourn the meeting at 7:17P PM by H. Laine seconded by P. Enea. All in favor, Motion carried.

Respectfully submitted,



Elise Ennis



Charles Patkochis, President