

**Franklin Township Fire District No. 1**  
**Meeting Minutes**  
April 8, 2025

Meeting opened with the Flag Salute

The 299<sup>TH</sup> 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, absent; Secretary P. Enea **III**, present; Vice President, E. Kolibas, present; Assistant Secretary, H. Laine, present.

**APPROVAL OF REGULAR MEETING MINUTES FROM PREVIOUS MONTH:** A Motion to accept the minutes of the March 11,2025 meeting was made by P. Enea, seconded by H. Laine. All in favor, Motion carried.

**TREASURER'S REPORT:** C. Patkochis advised of a total income of \$ 4,081.27 and expenses totaling \$23,449.92 for the period of March 12,2025 through April 8, 2025.

Motion to pay the bills for the period of March 12, 2025 through April 8,2025 was made by E. Kolibas, seconded by P. Enea. Roll call vote: P. Enea, aye; E. Kolibas, aye; H. Laine, aye; C. Patkochis, aye. Motion carried.

**COMMISSIONER'S REPORTS:**

C. Patkochis advised the Board that the Worker’s Compensation Audit with AMTRUST Financial is complete. An additional \$ 4,923.00 is owed. The driving force for the additional funds is based on payroll which exceeded the estimated \$330,000 by approximately \$22,000.

C. Patkochis inquired with the Board if they felt a Cybersecurity Rider thru McNeil was something we should consider as we have in the past. Concerns being purchases made during fundraisers utilizing customer credit cards, as well as an uptick in cyber related fraud and theft should be taken into consideration. The cost is \$895.00. P. Enea made a Motion to purchase the Rider, seconded by H. Laine. All in favor, Motion carried.

C. Patkochis inquired with QFC Officers regarding building rentals and the issue of insurance, specifically regarding serving of alcohol and illness/injury to guests and who would be held liable. R. Geib advised that proof of insurance for guests that serve alcohol is required but not for other possible issues. C. Patkochis advised R. Geib that insurance should be required for all events held by outside parties as the District does not want to held responsible for accidents or injuries. R. Geib will investigate the issue and report back.

C. Patkochis advised that there has been no update from our Attorney regarding Alexandria Township. H. Laine advised that he contacted our Attorney who advised him that he was still waiting to hear from Alexandria’s attorney. H. Laine suggested a group phone call to discuss.

C. Patkochis advised the Board that annual equipment testing begins tomorrow per the schedule distributed for our apparatus.

C. Patkochis invited members of the Board to stop in during the Annual Financial Audit tomorrow and Thursday. E. Ennis will be present as well at W. Crampton to answer and questions.

C. Patkochis advised that he and A. Buterbaugh has a meeting with the NJ State Fire Marshall's office regarding the Audit Report and A. Buterbaugh's detailed response. C. Patkochis advised that it was essentially a waste of time. C. Patkochis advised that the final letter from the State is still forthcoming.

C. Patkochis advised that he distributed the Secretary's job description to the Board but received no feedback. C. Patkochis stressed the importance of finding someone so that the transition can begin.

**FIRE MARSHAL REPORT:** C. Patkochis advised that A. Buterbaugh's detailed report is attached. \$20,000 in fees has been collected so far this year and \$12,000 has been bill in penalties. A. Buterbaugh is working on reporting system changeover. C. Patkochis advised that a replacement Fire Investigator will be introduced next month.

**QUAKERTOWN FIRE COMPANY CHIEF'S REPORT:** R. Medine advised of 65 calls for service for the month of March, 35 fire and 38 EMS. R. Medine inquired on the status of the gear rack that was requested. C. Patkochis advised that we are waiting on a quote for freight.

**QUAKERTOWN FIRE COMPANY PRESIDENT'S REPORT:** R. Geib announced that A. Buterbaugh has been hired by the QFC as Supervisor of Career Staff with the rank of Captain. A cheesesteak fundraiser is scheduled for April 12 and a Coin Toss is scheduled for Good Friday, April 18<sup>th</sup>. Three new Volunteer Members are completing the application process and will be presented for District approval, as well at one new Junior Member, V. Randall.

**ADJOURNMENT:** There being no further business a Motion was made to adjourn the meeting at 6:55PM by H. Laine seconded by P.Enea. All in favor, Motion carried.

Respectfully submitted,

---

Elise Ennis

---

Charles Patkochis, President