

Franklin Township Fire District No. 1
Meeting Minutes
May 13, 2025

Meeting opened with the Flag Salute

The 300th 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.

APPROVAL OF REGULAR MEETING MINUTES FROM PREVIOUS MONTH: A Motion to accept the minutes of the April 8, 2025 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 \$ 14,489.37 and expenses totaling \$40,489.30 for the period of April 9, 2025 through May 13, 2025.

Motion to pay the bills for the period of April 9, 2025 through May 13, 2025 was made by P. Enea, seconded by D. Stephens. Roll call vote: D. Stephens, aye; P. Enea, aye; E. Kolibas, aye; H. Laine, aye; C. Patkochis, aye. Motion carried

COMMISSIONER'S REPORTS:

RESOLUTION 2025-4 APPOINTING SCOTT PHILLIPS FIRE INVESTIGATOR FOR THE FIRE MARSHAL OFFICE @ \$23.00 PER HOUR.

C. Patkochis advised the Board that there is a need to fill a vacancy in the Fire Marshal’s office due to the departure of a Fire Investigator

P. Enea made a Motion to approve S. Phillips, seconded by H. Laine.

Roll call vote: D. Stephens, aye; P. Enea, aye; E. Kolibas, aye; H. Laine, aye; C. Patkochis, aye. Motion carried.

RESOLUTION 2025-5 APPOINTING WES HOCKIN AS RECORDING SECRETARY AT \$25.00 PER HOUR.

C. Patkochis advised the Board the W. Hockin has accepted the position of Recording Secretary, replacing E. Ennis and will be trained to replace W. Crampton as Administrator as well in the coming months. W. Hockin is also employed at Recruitment and Retention Supervisor with QFC.

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

C. Patkochis reported on the status of shared service contracts with Alexandria and Union Townships. C. Patkochis advised that after the last meeting he received both contracts from the Attorney. C. Patkochis gave the Union Twp contract to Kara(Mayor) who advised it will be discussed at their next meeting on 5/21. Alexandria Twp had their meeting last Thursday and the contract was not addressed in either the open or closed session. H. Laine will check in with our attorney for an update. E. Kolibas inquired about how long the District should wait at this point on a signed contract for services going forward? C. Patkochis recommends waiting for this year's funds to be distributed as our budget is based on those funds being received.

C. Patkochis reported that there was a mix up with Amtrust who returned our check for payment of last month's Worker's Compensation payment, along with the payment for their Audit and enrollment in the Cyber Security Rider. After several phone calls it was determined that there was an error on their end. Additionally, it was determined that we can add a Cyber Security Rider to our ESIP policy so we will be receiving a bill from Mc Neil to cover that. A new check was sent to Amtrust for the monthly payment and Audit monies due.

C. Patkochis inquired from R. Geib if there was an update on insurance for hall rentals. R. Geib advised that there was no update, but also that the hall has not been rented. C. Patkochis reminded R. Geib that it is the District's insurance policy that is in jeopardy as the District carries all insurance.

C. Patkochis and D. Stephens along with A. Buterbaugh met with the NJ State Fire Marshal's office in regards to A. Buterbaugh's comprehensive response to their report. As of this date, we have not received any written response to the rebuttal report.

C. Patkochis advised the Board of the following requests from the Fire Marshal's office:

KNOX BOX – 5 Digital Keys \$ 2184.00
FIRST DUE SERVICES – reporting \$ 300.00

D. Stephens made a Motion to approve these purchases for the Fire Marshal's office, seconded by E. Kolibas. All in favor, Motion carried.

FIRE MARSHAL REPORT: NO REPORT

QUAKERTOWN FIRE COMPANY CHIEF'S REPORT: R. Medine advised of 68 calls for service for the month of April. R. Medine advised that there is a need for additional hoods to have on hand and inquired on the status of the gear racks that were requested. C. Patkochis advised that he was told by W. Crampton that hoods were needed and inquired on the number needed and also reminded R. Medine that every year at budget time a list of needs is requested from the fire department and the list is never received. Additionally, C. Patkochis advised that the gear racks with shipping total \$4200.00. D. Stephens suggested that the QFC remove inactive member's gear from the existing racks to determine the need for additional racks to be purchased. P. Enea added that this is being done but there are still several members that are doubled up. P. Enea will investigate further.

P. Enea made a Motion to approve the purchase of hoods, not to exceed \$ 1000.00, seconded by D. Stephens. All in favor, Motion carried.

QUAKERTOWN FIRE COMPANY PRESIDENT'S REPORT: R. Geib advised the Board that membership is continuing to grow at QFC with the help of the SAFER Recruitment and Retention efforts. M. Powers has joined the EMS ranks as a new volunteer EMT. The QFC membership is preparing for a video production weekend with the SAFER marketing team on creating recruitment videos. QFC will also

be cooking/serving for a fundraiser at the South Ridge Community Church this coming weekend and the annual QFC awards banquet is planned for later in May. Additionally, the QFC will participate in the annual Memorial Day remembrance event at the Franklin Township School on Memorial Day.

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