

# Hamilton Township Fire District #4

## MEETING MINUTES

### REGULAR MEETING BOARD OF FIRE COMMISSIONERS

**DATE:** February 10, 2011  
**LOCATION:** District Headquarter

#### **BOARD MEMBERS PRESENT:**

Chairperson Commissioner Betty Newbon  
Treasurer/ Commissioner John Newbon  
Secretary/ Commissioner Keith Lesslie

The meeting was called to order by Commissioner Betty Newbon at 7:32 PM . Meeting is being held with benefit of Public Notice, in accordance with the Sunshine Act.

The **Pledge of Allegiance** was recited.

**APPROVAL OF PREVIOUS MINUTES** - Be it resolved that the Minutes of the previous meeting was approved.

**SECRETARY REPORT** - Jan. 14- Sent letter regarding swearing in of all district officers to both station. Jan 20<sup>th</sup> – Received petition for fire commissioner from John L Newbon. Jan 21<sup>st</sup> – Sat at headquarter from 1 p.m. till 5 p.m. to receive any petition for fire commissioner. None was received. Jan 21<sup>st</sup> – Adopted budget posted in Trenton Times. Jan 25<sup>th</sup> – Sent request for voting machine to Cathy DiConstanzo, Bob Lester, Paula Sollami-Covello. Jan 21<sup>st</sup> – Sent ballot printing request to Adam Perna of Election Graphics. Jan 28<sup>th</sup> Informed Adam Perna that sample ballot was approved for printing. Feb 1<sup>st</sup>- Sent meeting dates of all commissioners meeting to Trenton Times. Feb 3<sup>rd</sup> – Meeting dates posted in Trenton Times. Feb 10<sup>th</sup>- Sent special meeting to approve adopted budget for Feb. 15<sup>th</sup> to Trenton Times. Feb. 11<sup>th</sup>- Special meeting posted in Trenton Times.

#### **COMMUNICATION:**

Received the chief car report from both chief. Chief 14-2 took car to get 4 new tires at American Tire.

Received application for NJ State Firemen from Robert Danbury and George Jones III. Motion by Commissioner Jo. Newbon, seconded by Commissioner Keith Lesslie to approve the application. Motion was unanimously approved.

Received the certificate of liability insurance from first responders insurance fund. Sect to file in insurance files.

Received the certification of approved budget for the adopted budget. Certification was signed on 1-20-11.

Received a signed agreement for the knox box by FM 17 and Capt. Serben.

Received the Jan. 2011 NFIRS fire report.

Received a copy of the ladder testing from American Test Center.

Received a letter from County of Mercer for the election cost. Treasurer will put into bills.

Received a letter from County of Mercer regarding the election. Sect. took care of it.

#### **FINANCIAL MATTERS:**

Commissioner Lesslie made a motion to approve the monthly bills totaling \$ 159,119.32 which was seconded by Commissioner Jo. Newbon and unanimously approved by the board. Bills sheet is attached to minutes.

#### **COMMISSIONERS REPORT:**

Betty Newbon - Nothing to report at this time

John Newbon –Reported that Commissioner Chelsea Chrisner and Comm. Fred Yaede are out tonight due to a family emergency and illness. Reported that EMS supplies needs to be order, Ladder 14 ladder testing is done. All career staffs have had their fit test done, Heptatis B shots are up to date, Need a special meeting on Feb. 15 at 7 p.m. to approve the adopted budget. Township commissioner meeting is on Feb. 24<sup>th</sup> at Nottingham Fire Co.

Keith Lesslie – Reported fire election is Feb. 19, 2011 here at headquarter from 2p.m. till 9 p.m.. Everything is in order and ready to go.

#### **MONTHLY REPORT BY THE CHIEF OF DEPARTMENT**

Deputy Chief Jo. Newbon reported the CPR class is done. Anyone needing it, please see a line officer to find where they will be holding one at. On Feb. 21<sup>st</sup>- there is the Right

To Know class which is mandatory for all members and career staffs. Computer on Engine 14-2 will be use in the chief car, will look into purchasing another. The PPV fan on Engine 14-1 is out of service due to wrong fuel in the fan.

**MONTHLY REPORT BY THE ASST CHIEF OF DEPARTMENT**

**FIRE INSPECTOR REPORT**

Fire Inspector McCormick had nothing to report tonight.

**OLD BUSINESS**

**COMMENT FROM THE FLOOR**

Capt. Serben reported on the server that the wiring is in place. Engine 14-2 is reporting problems with the Fire Comm system. Will get it look into.

Comm. Jo. Newbon asked for the meeting with the career staff be move to Mar. 10<sup>th</sup> at 6:30 p.m. due to a scheduling conflict on the 24<sup>th</sup> of February.

**NEXT SCHEDULED MEETINGS:**

Chairperson Commissioner Betty Newbon mentioned that our next meeting will be the annual meeting on Feb. 19, 2011 at 1:30 p.m.

**THE MEETING ADJOURNED AT 8:00 P. M.**

Minutes prepared and submitted by:

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Commissioner Keith Lesslie, Secretary

Minutes APPROVED by Fire Commissioners on \_\_\_\_\_

