

Board of Fire Commissioners Fire District No. 4
Jackson Township, New Jersey

Minutes of Meeting Held
February 13, 2020

Notice of the time, date, location and agenda of this meeting to the extent then known, was duly published in the district's official newspapers, posted on its official bulletin board and filed with the office of the municipal clerk at least forty-eight hours in advance of this meeting. This meeting is being conducted in accordance with the terms and provisions of the "Open Meetings Act" of the State of New Jersey.

Call to Order- the meeting was called to order by Vice Chairman Torres at 7:03 pm. Board Attorney Youssouf read "Open Meetings Act" statement. All participated in the Pledge of Allegiance. A moment of silence was observed.

Roll Call: Commissioners Jamison, O'Brien and Torres were present. Commissioners Bollentin and Goldman were absent. Board Attorney Youssouf was also present. Board Attorney Youssouf declared there was a quorum present.

Executive Session: Commissioner Jamison motioned to accept the Resolution to take the Board into an executive session for the purpose of discussing personnel, seconded by Commissioner O'Brien. Motion passed by unanimous consent at 7:03 p.m. Subject matter to be released when it is no longer privileged. The executive session ended at 7:05 p.m. and the Board reconvened the public session.

Minutes: Commissioner O'Brien motioned to approve the minutes of the January 9, 2020 General meeting, seconded by Commissioner Jamison. Motion passed by unanimous vote.

Treasurer's Report –The bill list as well as the report (a copy of which is attached to the original minutes and incorporated herein by reference) as of February 13, 2020 was presented and left on table for public review. Commissioner Jamison read the cash balances into the records. Commissioner O'Brien motioned to accept the Treasurer's Report, seconded by Commissioner Jamison. Motion passed by unanimous vote.

Truck & Building/Career Department Report – read by Commissioner Jamison (a copy of the written report is attached to the original minutes and incorporated herein by reference.) Station #2 – Board Attorney Youssouf reported that he never received any response from the contractor; it may be necessary to file suit. Board Attorney Youssouf advised that copies of all documentation regarding the issues are to be sent to him (Cheryl to compile list and forward it Board Attorney Youssouf).

Legal Report: Board Attorney Youssouf advised the Board that all preparations for the elections are done and approved. Note: names on the ballot must be listed in alphabetical order. Advertisements were submitted for

publication. He encouraged everyone to vote. A request was received from the auditor regarding any potential claims for the year ending December 31, 2019. A copy of Board Attorney Youssouf's response is attached to the original minutes and incorporated herein by reference (no knowledge of any claims other than a workers comp claim that is being defended by the Carrier's assigned counsel). Board Attorney Youssouf distributed copies of Resolutions previously passed in title: 1. Resolution dated December 12, 2019 RE: line item transfers – to be attached to December 12, 2019 minutes; 2. Resolution dated January 9, 2020 RE: adopting a temporary budget – to be attached to January 9, 2020 minutes. Board Attorney Youssouf reviewed temporary budget with the Board as it states how the Board may spend money until the vote approval of the 2020 budget.

Chief's Report - read by Chief O'Hara (a copy of the written report is attached to the original minutes and incorporated herein by reference.) Board was in agreement for the fire company to reclaim the day room. Jackson First Aid may use the Board meeting room space.

President's Report – read by President Steve Linde (a copy of the written report is attached to the original minutes and incorporated herein by reference.) Matthew Lucas – junior member applicant introduced to the Board (he will turn 18 in two months). Facility request: 3/14: Ray Burchell, 4/8: Phil Goldman, 5/22: Matt Jamison, 5/17: Zack Lubertazzi; 4/4: Ben Rossi. Board is in agreement as long as there are no district events. Copy of the Banquet hall facilities Hall use agreement between the fire company and Rev. Dan Schafer/Calvary Assembly of God is attached to the original minutes.

Fire Bureau: read by Commissioner O'Brien. A copy of the written report is attached to the original minutes and incorporated herein by reference. Commissioner Jamison encouraged the fire inspection bureau to drive by Bow Road –closer to Ernest Way. There is an accumulation of "goodies" in back yard.

Work Orders: addressed in the Truck & Building/Career Department report.

Old Business/Correspondence:

Old Business: Apron – start date for concrete work was discussed. Commissioner Torres to schedule. Performance bond was received.

New Business: Concern regarding Mr. Tremor: Commissioner Torres advised that any event that is open to the public, you cannot limit access to people. Anyone is eligible to attend as long as they abide by the rules and regulations of the facility and within the confines of the law. If a function/event is open to the public, Mr. Tremor is allowed to be there.

Correspondence: None.

Unfinished Business: None

Public Session: All are encouraged to vote. Floor around #11 starting to sink in the bay. Capt. Reynolds to have it looked at. Ken Esposito has information regarding washers and dryers.

Adjournment: With no other business to come before the Board, Commissioner Jamison motioned to accept the Resolution to adjourn the meeting, seconded by Commissioner O'Brien. Motion passed by unanimous consent. Meeting adjourned 7:42 pm.

Philip Goldman, Clerk

**Board of Fire Commissioners
Treasurer Report
As of February 13, 2020**

Type	Date	Num	Name	Debit	Credit
1009 · Shore Community Operating					
Bill Pmt -...	02/13/2020	5570	Advanced Auto Parts		379.50
Bill Pmt -...	02/13/2020	5571	AMTRUST NORTH AMERICA		54,806.00
Bill Pmt -...	02/13/2020	5572	Asbury Park Press		66.50
Bill Pmt -...	02/13/2020	5573	AT&T Mobility		306.31
Bill Pmt -...	02/13/2020	5574	Atlantic Septic & Sewer		1,557.00
Bill Pmt -...	02/13/2020	5575	Blaze Emergency Equipment LLC		5,163.22
Bill Pmt -...	02/13/2020	5576	Continental Fire & Safety		15,648.00
Bill Pmt -...	02/13/2020	5577	Family Practice of Centrastate		600.00
Bill Pmt -...	02/13/2020	5578	Freehold Cartage, Inc.		277.12
Bill Pmt -...	02/13/2020	5579	Gannett NJ Newspapers		71.48
Bill Pmt -...	02/13/2020	5580	Holman, Frenia, Allison, P.C.		7,975.00
Bill Pmt -...	02/13/2020	5581	Home Depot		541.92
Bill Pmt -...	02/13/2020	5582	JCP&L		1,223.05
Bill Pmt -...	02/13/2020	5583	Jersey Coast Equipment		352.65
Bill Pmt -...	02/13/2020	5584	John Burmeister Jr.		90.00
Bill Pmt -...	02/13/2020	5585	Kenneth Esposito		60.00
Bill Pmt -...	02/13/2020	5586	LifeForce USA, Inc		212.50
Bill Pmt -...	02/13/2020	5587	Lincoln Financial Group		53,849.20
Bill Pmt -...	02/13/2020	5588	NetLink Web Services, LLC		199.00
Bill Pmt -...	02/13/2020	5589	NJNG		1,946.86
Bill Pmt -...	02/13/2020	5590	Optimum		477.48
Bill Pmt -...	02/13/2020	5591	Staples Credit Plan		293.18
Bill Pmt -...	02/13/2020	5592	Verizon		394.94
Bill Pmt -...	02/13/2020	5593	Verizon Wireless		190.80
Bill Pmt -...	02/13/2020	5594	Visual Computer Solutions, Inc.		3,044.40
Bill Pmt -...	02/13/2020	5597	Blaze Emergency Equipment LLC		5,888.34
Bill Pmt -...	02/13/2020	5598	NJNG		1,719.67
Bill Pmt -...	02/13/2020	5599	Susan L Oksen-Pereira		250.00
Total 1009 · Shore Community Operating				0.00	157,584.12
TOTAL				0.00	157,584.12

Board of Fire Commissioners Career Department
February 13, 2020

Year to date career department responses:

Fire call-17 EMS calls-54

Building Report

- General housekeeping, minor repairs, weekly cleaning was conducted at both stations.
- Jackson Building dept made notification to us that station 2 inspections were not closed out from construction company. Lt Leonard is following up to have all inspections completed.
- Station 1 had a problem with grease and fat buildup in the main kitchen sink drains after attempting to snake out our self's we contacted Atlantic septic to clean out and service drains.

Trucks

Engine 5401

- Blitz fire Monitor Nozzle Was reported to be leaking found to have missing swivel trunnion new on was ordered.
- New locking pins for Paratech plates and pins were installed.

Ladder 5405

- Hydraulic generator had pump replaced unit has a hydraulic hose with a crack and a minor fitting leak due to a bad O ring both are on order. Unit is in service.
- Retractable hose reel on ladder needs stops removed so reel will retract with ladder will be repaired Friday 2/14.

Engine 5407

- Scheduled for service

Engine 5411

- Water leak was reported checked and found 2 ½ inch pipe nipple rusted through on the fill tank valve leak was repaired.
- Pump has air leak in the tank to pump switch. New switch has been ordered
- Unit 5400, Unit 5410, Unit 5410.

Unit 5414

- Unit has a sever exhaust manifold leak unit will be going to Skillenders on Friday 2/14

Special Details / Projects / Notifications

- Inspection and Inventory of all Scott bottles were conducted, 15 need to be replaced by September of the year. Quote will follow.
- Replacement Hose has been received and has started to be replaced on units.

Submitted by:
The Career Department
Jackson Township Fire District 4

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Submitted by:
The Career Department
Jackson Township Fire District 4

Bureau of Fire Prevention District #4

Jackson Township

465 A North County Line Rd.
Jackson NJ, 08527
Office 732-928-7848
Fax 732-928-8220
Fire Official – John Burmeister Jr.

February 13, 2020 Monthly Bureau Report

Inspections are being completed as normal. (15 done) Report attached

No major violations noted.

Site plans received:

New plans received:
None

All other plans still in progress – no updates

Fire investigations / Call Outs:

2/10 Vehicle Fire Interstate 195

Complaints:

None

Fire Prevention:

Re-scheduled fire extinguisher training Malvern School to later date.
Safety/evacuation drill to be conducted at Jackson Baptist Church.

Training / Meeting:

Training webinars:

Emergency reporting software – updated software

FIRES - attendance scheduling software 16 total (setting up system)

Trained the career staff on system.

SAFER grant

Outside the Bureau:

- Waiting for payroll implementation to FIRES software
- Working with JFA and JPD regarding new frequencies
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Respectfully submitted,
John Burmeister Jr.
Fire Official