

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

Minutes of Meeting Held
November 16, 2021

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 Chairman Torres at 7:13 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 Couceiro, Goldman, Jamison, O'Brien and Torres were present. Board Attorney Youssouf was also present.

Minutes: Commissioner Goldman motioned to approve the minutes of the October 14, 2021 General meeting, seconded by Commissioner Jameson. Motion passed by majority consent with Commissioner O'Brien abstaining due to his absence from that meeting.

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 November 16, 2021 was presented and left on table for public review. Commissioner Jamison read the cash balances into the record. Commissioner O'Brien motioned to accept the Treasurer's report and pay the bills, seconded by Commissioner Couceiro. Motion passed by unanimous consent.

Legal Report: Non-financed capital project process was reviewed. Special meeting is an option and must be held prior to December 31, 2021. If approved at special meeting, project can move forward if the budget is defeated at the February 2022 election. Generator for Station #2 (\$80,000) and outfitting of tractor – items to get vehicle operational to be put into service (\$25,000) for a total of \$105,000. Requirements for special meeting were reviewed by Board Attorney Youssouf: 6-9 pm, paper ballots to be used, 10 days notice, must be posted in 5 public places and advertised. Commissioner O'Brien motioned to approve a Resolution in title to schedule a special meeting for December 9, 2021, 6 to 9 pm for the purpose of seeking voter authorization to purchase a new emergency electrical generator and \$25,000 to outfit a new firefighting apparatus for a total of \$105,000, items of capital of expenditure, seconded by Commissioner Jamison. Motion passed by unanimous consent. (Ayes: Couceiro, Torres, Jamison, Goldman, O'Brien; Nays: none; Absent: none; Abstention: none). Scheduling for 2022 election was reviewed with the Board. Election is February 19, 2022. Board to introduce 2022 Budget plan prior to 12/21/21 (Board to introduce 2022 Budget at December 9, 2021 meeting); Public hearing to be held at January 2022 meeting, adoption of budget is to held at the

February 2022 board meeting. Cheryl advised that there is CAP bank amount from 2019 budget that can be used and that the Board is under the CAP amount. Financing for new apparatus was discussed. Further information regarding financing was received and discussed. A copy of the email is attached to the original minutes and incorporated herein by reference. Commissioner Couceiro motioned to accept Option #1 from Kansas State Bank, seconded by Commissioner Goldman. Motion passed by unanimous consent. Board Attorney Youssouf read a Resolution awarding a contract for project financing to Kansas State Bank. Commissioner O'Brien motioned to accept the Resolution as read, seconded by Commissioner Goldman. Motion passed by unanimous consent. (Ayes: Couceiro, Torres, Jamison, Goldman, O'Brien; Nays: none; Absent: none; Abstention: none). A copy of the Resolution is attached to the original minutes and made a part thereof.

Truck & Building/Career Department Report – read by Commissioner Torres (a copy of the written report is attached to the original minutes and incorporated herein by reference).

Chief's Report: read by Chief O'Hara. (A copy of which is attached to the original minutes and made a part thereof.)

President's Report: read by Chief O'Hara. (A copy of which is attached to the original minutes and made a part thereof.) Captain Leonard to get to screen project – quote and voucher needed to encumber project for 2022 budget.

Fire Bureau Report: read by FOB O'Brien. (A copy of which is attached to the original minutes and made a part hereof.)

Work Order Requests: addressed in Career Staff Report.

Old Business: None

New Business: AT&T phone carrier – Commissioner Torres will be looking into a new phone carrier (due to their discriminatory practices).

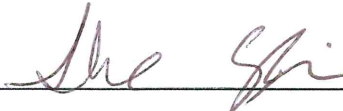
Mail Correspondence: Cheryl advised that the Board's bank branch will be closing. Cheryl to look into switching banks to a closer bank (PNC or Chase). Discussion regarding CD's. Elite quote to be held until December 2021 meeting. Commissioner Jameson asked that the insurance rep come into a meeting to review Board's policy.

Executive Session: Commissioner Goldman motioned to accept the Resolution to take the Board into an executive session for the purpose of discussion of personnel matters seconded by Commissioner Jamison. Subject matter to be released when it is no longer considered privileged. Motion passed by unanimous consent at 8:14 p.m. Ayes: Couceiro, Torres, Jamison, Goldman, O'Brien; Nays: none; Absent: none; Abstention: none). The executive session ended at 8:48 p.m. and the Board reconvened the public session.

General meeting reconvened at 8:49 pm.

Public Session: None

Adjournment: With no other business to come before the Board, Commissioner O'Brien motioned to adjourn the meeting, seconded by Commissioner Jameson. Meeting was adjourned at 8:51 p.m. by Commissioner Goldman.


_____, Clerk

**BOARD OF FIRE COMMISSIONERS
JACKSON TWSP FIRE DISTRICT NO. 4
AGENDA AND MEETING NOTES**

**November 16, 2021
Meeting Time 7:00PM**

Meeting called to order 7:00PM
Reading of the "Public Meeting Act"
Flag Salute
Attendance
Secretary's Report
Treasurer's Report
Legal Report
Truck & Building Report
Chief's Report
President's Report
Fire Bureau Report
Work Order Requests
Old Business
New Business

Mail Correspondence-Per Yellow Folder

Open to Public
Meeting Adjourned

Old Business-Correspondence/Pending

New Business

Mail Correspondence
Per Yellow folder

Board of Fire Commissioners Profit & Loss Budget vs. Actual

January 1 through November 16, 2021

	Jan 1 - Nov 16, 21	Budget	\$ Over Budget
6350 · M&R - Building #1	38,542.42	0.00	38,542.42
6355 · M&R - Building #2	10,211.08	0.00	10,211.08
6370 · M&R - Equipment	14,619.97	0.00	14,619.97
6310 · Maintenance & Repairs - Other	0.00	150,000.00	-150,000.00
Total 6310 · Maintenance & Repairs	163,302.43	150,000.00	13,302.43
6410 · Supplies			
6411 · Supplies - Fuel	20,812.46	0.00	20,812.46
6410 · Supplies - Other	1,654.61	25,000.00	-23,345.39
Total 6410 · Supplies	22,467.07	25,000.00	-2,532.93
6415 · Fire Prevention	4,721.20	5,000.00	-278.80
6510 · Utilities	43,049.75	60,000.00	-16,950.25
6513 · Fire Service Agreement	50,000.00	50,000.00	0.00
6515 · Hydrant Rent	50,890.00	70,000.00	-19,110.00
6610 · Misc. Firefighter Expenses	8,833.02	15,000.00	-6,166.98
6611 · Training			
6612 · Training - Paid/Vol	5,934.08	30,000.00	-24,065.92
6616 · Fire Science Education	10,120.00	10,000.00	120.00
Total 6611 · Training	16,054.08	40,000.00	-23,945.92
6614 · Technology-Equipment	5,142.80	5,000.00	142.80
6615 · Gear - Fire Company	3,056.50	30,000.00	-26,943.50
6625 · Joint District Expenses	0.00	2,000.00	-2,000.00
6630 · Building Renovations	7,477.59	15,000.00	-7,522.41
6635 · Equipment-Non-Bondable	52,190.10	58,000.00	-5,809.90
6640 · SCBA	5,928.41	15,000.00	-9,071.59
6650 · Emergency/First Aid Equipment	5,441.51	5,000.00	441.51
6655 · Replacement Equipment	39,549.00	40,000.00	-451.00
6670 · Vehicle Equip-Radios/Pagers	39,342.25	40,000.00	-657.75
6675 · UFSA	4,793.96	7,750.00	-2,956.04
6910 · LOSAP	0.00	55,000.00	-55,000.00
6990 · Contingent-Operating	0.00	2,000.00	-2,000.00
Total Expense	1,514,295.74	1,997,577.75	-483,282.01
Net Ordinary Income	316,130.40	340,000.00	-23,869.60
Other Income/Expense			
Other Expense			
8052 · Capital - Utility Truck	40,000.00	40,000.00	0.00
8054 · Capital	185,345.75	300,000.00	-114,654.25
Total Other Expense	225,345.75	340,000.00	-114,654.25
Net Other Income	-225,345.75	-340,000.00	114,654.25
Net Income	90,784.65	0.00	90,784.65

6:14 PM
11/16/21
Accrual Basis

Board of Fire Commissioners
Cash Balances
As of November 16, 2021

	Nov 16, 21	
	<u>Debit</u>	<u>Credit</u>
1009 · Shore Community Operating	228,309.20	
1011 · Shore Community Payroll	108,639.84	
1012 · Shore Community Fire Bureau	2,805.44	
1016 · Shore Comm-CD-Future Cap 0721	323,042.94	
1019 · Shore Comm-CD Future Cap 0872	455,604.51	
TOTAL	<u>1,118,401.93</u>	<u>0.00</u>

Board of Fire Commissioners

Treasurer Report

As of November 16, 2021

Type	Date	Num	Name	Debit	Credit
1009 · Shore Community Operating					
Bill Pmt -...	11/16/2021	6734	AT&T Mobility		448.12
Bill Pmt -...	11/16/2021	6735	Blaze Emergency Equipmen...		3,711.00
Bill Pmt -...	11/16/2021	6736	C & T Lawn Sprinkler		1,080.00
Bill Pmt -...	11/16/2021	6737	Custom Bandag Inc-Manch...		656.92
Bill Pmt -...	11/16/2021	6738	Dell Marketing LP		2,530.00
Bill Pmt -...	11/16/2021	6739	Dover Oil Co, INC		539.47
Bill Pmt -...	11/16/2021	6740	Emergency Equipment Sales		10,147.69
Bill Pmt -...	11/16/2021	6741	Federal Express		61.37
Bill Pmt -...	11/16/2021	6742	Freehold Cartage, Inc.		118.87
Bill Pmt -...	11/16/2021	6743	Home Depot		666.88
Bill Pmt -...	11/16/2021	6744	JCP&L		2,357.85
Bill Pmt -...	11/16/2021	6745	Jersey Coast Equipment		156.10
Bill Pmt -...	11/16/2021	6746	KC Greenscapes		680.66
Bill Pmt -...	11/16/2021	6747	Kenneth Esposito		30.00
Bill Pmt -...	11/16/2021	6748	LifeForce USA, Inc		2,306.00
Bill Pmt -...	11/16/2021	6749	NetLink Web Services, LLC		199.00
Bill Pmt -...	11/16/2021	6750	NJNG		320.33
Bill Pmt -...	11/16/2021	5751	Ocean County Fire Preventi...		40.00
Bill Pmt -...	11/16/2021	5752	Optimum		577.58
Bill Pmt -...	11/16/2021	5753	Oxygen Supply Co., Inc.		14.00
Bill Pmt -...	11/16/2021	5754	ReadyRefresh by Nestle		53.87
Bill Pmt -...	11/16/2021	5755	Red Alert Emergency Gener...		950.00
Bill Pmt -...	11/16/2021	5756	Skillender s Service Center I...		1,165.63
Bill Pmt -...	11/16/2021	5757	State of New Jersey Dept of...		58.88
Bill Pmt -...	11/16/2021	5758	Susan L Oksen-Pereira		250.00
Bill Pmt -...	11/16/2021	5759	Trask O'Hara		383.52
Bill Pmt -...	11/16/2021	5760	Tyler Technologies, Inc.		2,678.00
Bill Pmt -...	11/16/2021	5761	Verizon		210.03
Bill Pmt -...	11/16/2021	5762	Verizon Wireless		189.95
Bill Pmt -...	11/16/2021	5763	State of New Jersey Dept of...		68.22
Bill Pmt -...	11/16/2021	6764	State of New Jersey Div of ...		1,591.36
Bill Pmt -...	11/16/2021	6765	The Knox Company		4,025.00
Bill Pmt -...	11/16/2021	5767	Jackson Mills Volunteer Fire...		25,000.00
Bill Pmt -...	11/16/2021	5768	Atlantic Septic & Sewer		790.00
Total 1009 · Shore Community Operating				0.00	64,056.30
TOTAL				0.00	64,056.30

10/14/21

RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO.4 JACKSON TOWNSHIP AWARDING A CONTRACT FOR PROJECT FINANCING TO KANSAS STATE BANK

WHEREAS; The Board of Fire Commissioners solicited competitive bids for financing the purchase price of a new Sutphen fire engine at a cost of \$574,737.47; and

WHEREAS; Competitive bids were received from three finance companies; Kansas State Bank interest rate 2.3 % five (5) year term, Leasing 2 interest rate 2.36% five (5) year term and Sutphen Financing interest rate of 2.37 five (5) year term; and

WHEREAS; The Board carefully reviewed the financing proposals and has determined that the most favorable terms have been offered by Kansas State Bank of Manhattan Kansas at 2.3% interest for the term of the loan with the first payment due one year from the date of close.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.4 Jackson Township that a contract for financing is awarded to Kansas State Bank on the terms proffered.

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to Kansas State Bank and to Bond Counsel for submission of the required application to the Local Finance Board of the State of New Jersey, Department of Community Affairs.


Moved by: ~~Couceiro~~ O'Brien **Seconded by:** Goldman

Couceiro
Goldman

Roll Call Vote: Jameson
O'Brien

Ayes: Torres **Nays:** ∅ **Absent:** ∅ **Abstain:** ∅

Certified to be a true copy of a Resolution adopted on the 16th day of Nov 2021

 Clerk

Board of Fire Commissioners Career Department Report
November 16, 2021

Building Report

Station 1

- AC units #1 to be fixed 11/17/21
- Carrer department room remodel is completed.

Station 2

- Rear electrical outlets and hand dryers install still pending.

Vehicles:

- Pump and ground ladder testing was conducted and passed.

Unit 5400:

- Serviced and had a brake replaced (missed on last month's report.)

Unit 5405:

- Preventative Maintenance Aerial repair completed. Aerial testing still needs to be performed.
- Mechanic notified of few open work order items. Work Order # 1875

Engine 5401:

- Awaiting to be sent out for body repairs once unit 5411 is repaired.

Engine 5411:

- Preventative maintenance completed.
- Out of service faulty / damaged ECM wiring harness. Part could take up to 90 days from CAT.

Unit 5417:

- Preventative maintenance completed.

Equipment:

- One K-12 O.O.S. New pull cord assembly on backorder
- Unit 5400, 5410, and 5404 awaiting camera install.

Special Details / Projects / Notification

- Work orders and or repair requests were reviewed and completed as they were received.
- C&T Sprinklers notified to winterize sprinkler systems at both buildings
- Generators at both stations were serviced with no deficiencies found.
- Preventative Maintenance will be scheduled for unit 5407
- Hose testing- awaiting date

- Request for a resolution to be made to place two Honda EM 650 generators, and one Stihl TS400 saw on Govedeals. (inoperable / running poorly.)

Submitted by:
The Career Department



Jackson Mills Fire

465-B North County Line Road, Jackson NJ 08527

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November 2021 Chiefs Report

Date: 11/16/2021

- Pagers need to be re-programmed for new 700 Band. Waiting on code plugs to be tested.
- Reminder that RIT Ops & tech are this weekend.
- Landing Zone practical with lecture & CEU's scheduled for 12/27 @ 1930 HRS.
- Captain Krzyzewski would like to review and resubmit the SCBA grant. Cost would be \$50.
- 5411 is OOS pending wire harness replacement. Blaze says the part is at least 90 days out. 5411 has been relocated to Station 1. Station 55 was kind enough to lend us an engine again so that we have two trucks responding out of Station 2.

Sincerely,

Trask O'Hara

Trask O'Hara
Fire Chief (5400)
Jackson Mills Volunteer Fire Company



**Jackson Mills Volunteer fire Company No. 1
Station 54**

465B North County Line Road
Jackson, New Jersey 08527 • 732-833-2981



To: Jackson Twp. Board of Fire Commissioners, District 4
From: Steven Linde, President JMVFC
Date: November 16, 2021
Subject: Presidents Report November 2021

Membership:

No new applications.

Facilities:

- The members have voted to open activities in the hall again but no access to bays for anyone other than staff.
- New vacuum has been purchased to replace the broken one that was thrown away
- Much progress made to the Day room and Chiefs office thanks to Trask for heading this
- Storage room and walk in were both cleaned out during work night

Events

- Open house was successful. Thank you to all who participated.
- Devils game this December 19th – sign up sheets have been posted
- Santa Patrol is scheduled for week of Dec 12th
- Installation Dinner is on schedule for Jan 15th 2022

Elections:

- Elections were held 11/15/2021. Results submitted via separate letter.

Respectfully Submitted:

Steven Linde
President
Jackson Mills Volunteer Fire Company



Jackson Mills Volunteer fire Company No. 1 Station 54

465B North County Line Road
Jackson, New Jersey 08527 • 732-833-2981



2022 Executive Officers

Effective January 1, 2022, the Executive Officers of the Jackson Mills Volunteer Fire Company No. 1 Station 54 will be as follows:

President:	Alfred Cheli
Vice President:	Steven Linde
Treasurer:	Barry MacNeil
Secretary:	Ryan Burtchell
Financial Secretary:	Victor Aguilar
Sargent at Arms:	Jared Hendricks
Trustee:	Zach Lubertazzi
Relief Trustee:	Rich Busch / Stan O'Brien

Respectfully Submitted:

Steven Linde
President
Jackson Mills Volunteer Fire Company #1
Station 54



Jackson Mills Volunteer fire Company No. 1 Station 54

465B North County Line Road
Jackson, New Jersey 08527 • 732-833-2981



2022 Executive Officers

Effective January 1, 2022, the Line Officers of the Jackson Mills Volunteer Fire Company No. 1 Station 54 will be as follows:

Chief:	Trask O'Hara
Deputy Chief:	Mike Lubertazzi
Captain:	Joe Krzyzewski
1 st Lieutenant:	Open
2nd Lieutenant:	Ralph Aponte
3rd Lieutenant:	John Fiore
4th Lieutenant:	Zach Lubertazzi

Respectfully Submitted:

Steven Linde
President
Jackson Mills Volunteer Fire Company #1
Station 54

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 – Stanley O'Brien Jr.

November 16, 2021 Monthly Bureau Report

Inspections are being completed as normal.

- – No major violations, Registering new businesses.

Site plans received and finalized:

- Strip Mall @ 90 North County Line Road has been approved.
- Plans for (4) Educational Structures on Leesville Rd. have been received.

Permits:

- None

Fire investigations:

- 11/08/2021 Assisted 18-207 with a Building Fire at 255 Cassville Road
- 11/17/2021 Vehicle Fire on Hyson Road, Investigation marked as closed.

Call Outs / Complaints:

- 10/23 – Jackson 21 maintenance staff were advised to call 911 for any alarm or gas leaks within the complex. 5400 reported the issue to the Bureau.
- 10/30 – 50 Hannah Hill Road for an issue with the alarm system. The wrong address was being reported to dispatch. Reported by 5400
- 11/5 – Open burn was reported at 21 Allyson Road – Reported by 5621

Training / Meetings:

- Attended the Jackson Twp. Board of Education safety and staff meeting on 11/15.
- Tim Parr from the Division of Fire Safety is scheduled for an audit and spot inspections on 12/6.

Respectfully submitted,

Stanley O'Brien Jr.
Fire Official