

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

Minutes of Meeting Held
September 9, 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 7:02 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, O'Brien and Torres were present. Commissioner Jamison was absent. Board Attorney Youssouf was also present.

Minutes: Commissioner Goldman motioned to approve the minutes of the August 12, 2021 General meeting, seconded by Commissioner Couceiro. Motion passed by unanimous consent.

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 September 9, 2021 was presented and left on table for public review. Commissioner Torres read the cash balances into the record. Commissioner Goldman motioned to accept the Treasurer's report and pay the bills, seconded by Commissioner O'Brien. Motion passed by unanimous consent.

Legal Report: Board Attorney Youssouf reported that the deadline for receipt of 2020 audit is now extended until October 30, 2021. Cheryl advised that JTFD#4 audit was accepted by the Board two meetings ago. Board Attorney Youssouf advised that he has not heard back yet from anyone regarding the bid proposal for the truck. He will follow up with HGAC tomorrow – he expected to have a packet from them by now.

Truck & Building/Career Department Report – read by Commissioner Goldman (a copy of the written report is attached to the original minutes and incorporated herein by reference). Lt. Leonard reported on updates regarding roof issues. He will be reaching out to Warranty Company. Career staff replaced 20 ceiling tiles. #05: full service to be done while it is for repair.

Chief's Report - absent/no report.

President's Report –Report read by Al Chelli (a copy of the report is attached to the original minutes and incorporated herein by reference).

Vice-President's Report - read by Al Chelli (a copy of the report is attached to the original minutes and incorporated herein by reference). Application received for new member Rich Winters (Fire/Police). Commissioner Goldman motioned to approve Rich Winters for membership, seconded by Commissioner Couceiro. Motion passed by unanimous consent. Board to move forward with their background checks.

Fire Bureau: Report read by Commissioner Torres due to Fire Official O'Brien not being in attendance (a copy of the report is attached to the original minutes and incorporated herein by reference).

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

Old Business/Correspondence:

Old Business:

Lettering for Fire Official Truck: Nothing has been done yet. Career staff is awaiting quote.

Bid packet for truck needed

New Business: None

Mail Correspondence:

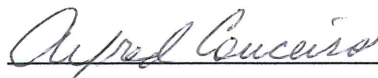
Pack #34: Letter from Steve Fostek is requesting use of hall for one meeting a month, 6:30 to 8:30 pm, second Friday of each month through June 2022. Board has no objection for this request. Topic to be discussed with Ralph Aponte RE: condition of building after others have used the facility.

Public Session: None

Executive Session: Commissioner Couceiro motioned to accept the Resolution to take the Board into an executive session for the purpose of discussion of personnel matters seconded by Commissioner O'Brien. Subject matter to be released when it is no longer considered privileged. Motion passed by unanimous consent at 7:25 p.m. (Ayes: Couceiro, Torres, O'Brien, Goldman; Nays: none; Absent: Jamison; Abstention: None). The executive session ended at 7:44 p.m. and the Board reconvened the public session.

Public Session: None

Adjournment: With no other business to come before the Board, Commissioner Couceiro motioned to accept the Resolution to adjourn the meeting, seconded by Commissioner Goldman. Motion passed by unanimous consent. Meeting adjourned 8:51 pm.

 _____, Clerk

BOARD OF FIRE COMMISSIONERS

JACKSON FIRE DISTRICT NO 4

AGENDA AND MEETING NOTES

September 9, 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 and 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 the Public

Meeting Adjourned

Old Business-Correspondence

New Business

Mail Correspondence

5:40 PM

09/09/21

Accrual Basis

Board of Fire Commissioners

Cash Balances

As of September 9, 2021

	Sep 9, 21	
	Debit	Credit
1009 · Shore Community Operating	3,710.08	
1011 · Shore Community Payroll	9,449.59	
1012 · Shore Community Fire Bureau	22,183.30	
1016 · Shore Comm-CD-Future Cap 0721	323,042.94	
1019 · Shore Comm-CD Future Cap 0872	455,604.51	
TOTAL	813,990.42	0.00

Board of Fire Commissioners

Treasurer Report

As of September 9, 2021

Type	Date	Num	Name	Debit	Credit
1009 · Shore Community Operating					
Bill Pmt -...	09/09/2021	6669	AMTRUST NORTH AMERI...		5,895.00
Bill Pmt -...	09/09/2021	6670	AT&T Mobility		448.58
Bill Pmt -...	09/09/2021	6671	Federal Express		31.53
Bill Pmt -...	09/09/2021	6672	Fire & Safety Services, Ltd		1,324.29
Bill Pmt -...	09/09/2021	6673	Freehold Cartage, Inc.		277.76
Bill Pmt -...	09/09/2021	6674	Home Depot		921.45
Bill Pmt -...	09/09/2021	6675	Industrial Scientific Corporat...		994.65
Bill Pmt -...	09/09/2021	6676	Jackson Twp MUA		17,602.25
Bill Pmt -...	09/09/2021	6677	JCP&L		2,933.15
Bill Pmt -...	09/09/2021	6678	KC Greenscapes		680.66
Bill Pmt -...	09/09/2021	6679	Kenneth Esposito		39.00
Bill Pmt -...	09/09/2021	6680	Michael Delaney, CPA		150.00
Bill Pmt -...	09/09/2021	6681	NetLink Web Services, LLC		199.00
Bill Pmt -...	09/09/2021	6682	NJNG		299.14
Bill Pmt -...	09/09/2021	6683	Optimum		577.58
Bill Pmt -...	09/09/2021	6684	Sieg's Custom Builders LLC		1,550.00
Bill Pmt -...	09/09/2021	6685	Skillender s Service Center I...		5,525.28
Bill Pmt -...	09/09/2021	6686	Staples Credit Plan		153.84
Bill Pmt -...	09/09/2021	6687	Susan L Oksen-Pereira		250.00
Bill Pmt -...	09/09/2021	6688	The HON Company		883.80
Bill Pmt -...	09/09/2021	6689	Trendway Corporation		6,593.79
Bill Pmt -...	09/09/2021	6690	Verizon		213.53
Bill Pmt -...	09/09/2021	6691	Verizon Wireless		189.95
Bill Pmt -...	09/09/2021	6692	JCP&L		513.31
Bill Pmt -...	09/09/2021	6693	Victor Aguilar		304.00
Bill Pmt -...	09/09/2021	6694	Neal Lelievre		3,900.00
Total 1009 · Shore Community Operating				0.00	52,451.54
TOTAL				0.00	52,451.54

Board of Fire Commissioners

Profit & Loss Budget vs. Actual

January 1 through September 9, 2021

	Jan 1 - Sep 9, 21	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4010 · Amount To Be Raised By Taxation	798,840.23	1,825,920.53	-1,027,080.30
4020 · Supplemental Fire Services Act	0.00	4,342.00	-4,342.00
4200 · Interest Income	310.24	500.00	-189.76
4750 · Bureau of Fire Prevention Incm	21,376.77	35,000.00	-13,623.23
4800 · Other Income	80,968.12	0.00	80,968.12
4920 · Unreserved Fund Balance	0.00	471,815.22	-471,815.22
Total Income	901,495.36	2,337,577.75	-1,436,082.39
Gross Profit	901,495.36	2,337,577.75	-1,436,082.39
Expense			
5110 · Salaries - Commissioners	0.00	20,000.00	-20,000.00
5120 · Salaries - Secretary			
5121 · Secretary-1099	1,750.00	0.00	1,750.00
5120 · Salaries - Secretary - Other	0.00	2,800.00	-2,800.00
Total 5120 · Salaries - Secretary	1,750.00	2,800.00	-1,050.00
5210 · Elections	1,709.98	15,000.00	-13,290.02
5220 · Office Expense			
6560 · Payroll Expenses	2,950.98	0.00	2,950.98
5220 · Office Expense - Other	4,615.00	13,000.00	-8,385.00
Total 5220 · Office Expense	7,565.98	13,000.00	-5,434.02
5230 · Professional Services			
5240 · Auditing	11,200.00	0.00	11,200.00
5243 · Bookkeeper	20,880.00	0.00	20,880.00
5245 · Legal fees	13,802.50	0.00	13,802.50
5246 · Web Services	1,791.00	0.00	1,791.00
5230 · Professional Services - Other	150.00	110,000.00	-109,850.00
Total 5230 · Professional Services	47,823.50	110,000.00	-62,176.50
5260 · Bond Agent	0.00	1,500.00	-1,500.00
6110 · Salaries & Wages - Fire Lt.	65,958.40	106,232.47	-40,274.07
6115 · Salaries & Wages - Captain	77,427.20	125,712.27	-48,285.07
6120 · Salaries - Full Time Fire	283,542.87	378,032.06	-94,489.19
6125 · Clothing Allowance	6,496.00	10,500.00	-4,004.00
6130 · Salaries - Fire Official			
6133 · Fire Inspector	0.00	10,000.00	-10,000.00
6130 · Salaries - Fire Official - Other	390.00	15,000.00	-14,610.00
Total 6130 · Salaries - Fire Official	390.00	25,000.00	-24,610.00

Board of Fire Commissioners
Profit & Loss Budget vs. Actual
January 1 through September 9, 2021

	Jan 1 - Sep 9, 21	Budget	\$ Over Budget
6415 • Fire Prevention	4,077.50	5,000.00	-922.50
6510 • Utilities	37,956.87	70,000.00	-32,043.13
6513 • Fire Service Agreement	25,000.00	50,000.00	-25,000.00
6515 • Hydrant Rent	50,890.00	70,000.00	-19,110.00
6610 • Misc. Firefighter Expenses	8,390.00	15,000.00	-6,610.00
6611 • Training			
6612 • Training - Paid/Vol	4,578.08	0.00	4,578.08
6616 • Fire Science Education	7,360.00	10,000.00	-2,640.00
6611 • Training - Other	0.00	30,000.00	-30,000.00
Total 6611 • Training	11,938.08	40,000.00	-28,061.92
6614 • Technology-Equipment	4,759.28	4,000.00	759.28
6615 • Gear - Fire Company	6,450.47	30,000.00	-23,549.53
6625 • Joint District Expenses	0.00	2,000.00	-2,000.00
6630 • Building Rennovations	7,477.59	15,000.00	-7,522.41
6635 • Equipment-Non-Bondable	0.00	68,000.00	-68,000.00
6640 • SCBA	943.83	15,000.00	-14,056.17
6650 • Emergency/First Aid Equipment	3,062.18	5,000.00	-1,937.82
6655 • Replacement Equipment	39,549.00	30,000.00	9,549.00
6670 • Vehicle Equip-Radios/Pagers	39,342.25	40,000.00	-657.75
6675 • UFSA	1,948.96	7,750.00	-5,801.04
6910 • LOSAP	0.00	55,000.00	-55,000.00
6990 • Contingent-Operating	0.00	2,000.00	-2,000.00
Total Expense	1,304,822.37	1,997,577.75	-692,755.38
Net Ordinary Income	-403,327.01	340,000.00	-743,327.01
Other Income/Expense			
Other Expense			
8041 • Capital-Command Vehicle	48,165.10	0.00	48,165.10
8052 • Capital - Utility Truck	0.00	40,000.00	-40,000.00
8054 • Capital	225,345.75	300,000.00	-74,654.25
Total Other Expense	273,510.85	340,000.00	-66,489.15
Net Other Income	-273,510.85	-340,000.00	66,489.15
Net Income	-676,837.86	0.00	-676,837.86

Board of Fire Commissioners
Profit & Loss Budget vs. Actual
January 1 through September 9, 2021

	Jan 1 - Sep 9, 21	Budget	\$ Over Budget
6611 · Training			
6612 · Training - Paid/Vol	4,578.08	0.00	4,578.08
6616 · Fire Science Education	7,360.00	10,000.00	-2,640.00
6611 · Training - Other	0.00	30,000.00	-30,000.00
Total 6611 · Training	11,938.08	40,000.00	-28,061.92
6614 · Technology-Equipment			
6615 · Gear - Fire Company	4,759.28	4,000.00	759.28
6625 · Joint District Expenses	6,450.47	30,000.00	-23,549.53
6630 · Building Renovations	0.00	2,000.00	-2,000.00
6635 · Equipment-Non-Bondable	7,477.59	15,000.00	-7,522.41
6640 · SCBA	48,165.10	68,000.00	-19,834.90
6650 · Emergency/First Aid Equipment	943.83	15,000.00	-14,056.17
6655 · Replacement Equipment	3,062.18	5,000.00	-1,937.82
6670 · Vehicle Equip-Radios/Pagers	39,549.00	30,000.00	9,549.00
6675 · UFSA	39,342.25	40,000.00	-657.75
6910 · LOSAP	1,948.96	7,750.00	-5,801.04
6990 · Contingent-Operating	0.00	55,000.00	-55,000.00
6990 · Contingent-Operating	0.00	2,000.00	-2,000.00
Total Expense	1,352,987.47	1,997,577.75	-644,590.28
Net Ordinary Income	-451,492.11	340,000.00	-791,492.11
Other Income/Expense			
Other Expense			
8052 · Capital - Utility Truck	0.00	40,000.00	-40,000.00
8054 · Capital	225,345.75	300,000.00	-74,654.25
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	-676,837.86	0.00	-676,837.86

Board of Fire Commissioners Career Department
September 09, 2021

Building Report

- General housekeeping, Decon, and minor repairs were conducted.

Station 1

- AC units #1 and #3 repaired, all 3 units were serviced.
- Tremco onsite and put a punch list together for roof repairs.
- C&T Sprinklers contacted for sprinkler zones malfunctioning

Station 2

- Irrigation well repair will be schedule as soon as the get mark outs are complete.
- Bay floor and drain repaired currently curing will be able to drive on it 9/15/2021
- Tiles were installed on wall around shower area and floor pitched adjusted.

NEW 5400:

- Check engine light is on, we will bring vehicle to Chevy dealership to get checked.

Unit 5404:

- Muffler fell off vehicle.

Unit 5405:

- Still at EES for repairs.

Engine 5411:

- Broken rear light mount - Repaired

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.
- Preventative Maintenance will be scheduled for all apparatus.
- SCBA Bench Testing scheduled for 9/22/21
- Pump Test scheduled for 10/22/21
- Hose testing- awaiting date
- One gas meter is out for repair.

Submitted by:
The Career Department



**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: September 9, 2021
Subject: Presidents Report September 2021

Membership:

- No new applicants for membership to introduce currently.

Facilities:

- The members have voted to open activities in the hall again but no access to bays for anyone other than staff.

Events

- Saturday 9/11 walk with station 55 will be starting in Johnson Park at 6:30AM, 8:30 memorial service, and at 1800 they will be set up for lights ceremony
- Sunday 9/12 we will be hosting a 9/11 breakfast with Jimmy Keelen starting at 9AM – please come and bring your family
- Boy Scout 2nd annual 5k will be Sept 18th starting in Johnson Park

Committees:

- Antique repairs have been made and we are working on getting the truck back to the station.
- Day room project has been picked up by Chief O'Hare who has more flexible timing to take on this project.

Respectfully Submitted:

Steven Linde
President
Jackson Mills Volunteer Fire Company

Jackson Mills 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: Al Chelli, Vic President JMVFC

Date: August 2021

Subject: Presidents Report

Membership: Application Rich Winters,

Facilities: On September 12th we will be holding a pancake breakfast for Jimmy Kellen.

50 people responded to Keven Early blood drive. He is asking to hold another blood drive
October 4th. The sign at station 2 is falling over Pat Maclosky is lookink for prices to
replace it.

Events: Station 55 will be holding there annual 9/11 walk starting at 6:30 am at Johnson park
Fire house. Jared graduated on 8/31.

Committees:

Respectfully Submitted: Al Chelli

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.

September 9, 2021
Monthly Bureau Report

Inspections are being completed as normal.

- – Report attached – no major violations.

Site plans received and finalized:

New – 161 Bartley Road – Family Healthcare of Centra State – Addition to be added to the current building.

New- 340 W. Commodore Blvd. – 3 New Warehouses for Commercial / Light Industrial use.

Permits:

- 8/18/21 Permit issued to Epic Mechanical for HVAC work at the Goetz School.

Fire investigations:

- 9/3 Trash can fire @ 17 Normandy Drive. Investigation marked as closed.
- 9/7 Motor Vehicle Fire @ Jackson Mills Road and County Line Rd.

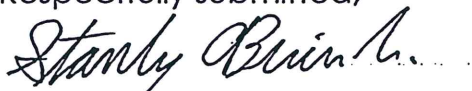
Call Outs / Complaints:

- 9 Zimm Lane for an open burn, Reported by 5541 by phone.

Training / Meetings:

- Attended a Jackson Day committee meeting at town hall on 9/8.
- A Training session is scheduled with Tim Parr from the Division of Fire Safety on 9/28. Tim will be going over the new statewide computer system for Life Hazard Inspections.

Respectfully submitted,



Stanley O'Brien Jr.
Fire Official