

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

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Minutes of Meeting Held  
February 10, 2022

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 Commissioner 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, Jamison, O'Brien and Torres were present. Commissioner Goldman was absent. Board Attorney Youssouf was also present.

**Minutes:** Commissioner Couceiro motioned to approve the minutes of the January 13, 2022 and January 24, 2022 General meetings, seconded by Commissioner Jameson. 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 February 10, 2022 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:** Board Attorney Youssouf reviewed the details of February 19, 2022 election. He reported that understands that the notices have been done, voting will be held at Station #1 from 2 pm to 9 pm. Board Attorney Youssouf further reported that the Local Finance Board approval was obtained for the financing and the re-organization meeting of the Board is scheduled to be held on March 10, 2022.

**Truck & Building/Career Department Report** – read by Captain Leonard (a copy of the written report is attached to the original minutes and incorporated herein by reference). Commissioner Couceiro motioned to approve \$2,500 for a third-party contractor written evaluation for the roof issues, seconded by Commissioner O'Brien. Motion passed by unanimous consent. Commissioner Torres stressed that the written evaluation must be very detailed. Delivery of new vehicle is anticipated on March 15, 2022. Discussion on converting rail to hose/Exhaust system for both buildings. Cpt. Leonard was directed to contact Manny – contact information to come from Commissioner Jamison. Board Attorney Youssouf read a Resolution in Title to declare items on the attached list to be excess property to be destroyed. Commissioner Couceiro motioned to

approve the Resolution in Title, seconded by Commissioner Jamison. Motioned passed by unanimous consent. Commissioner Couceiro motioned to approve sending two career staff firefighters to Fire House Expo 9/26/22 – 9/30/22. Discussion followed. Commissioner Couceiro motioned to amend his motion to include sending two volunteer firefighters to Fire House Expo, seconded by Commissioner Jamison. Motion passed by unanimous consent. Cpt. Leonard reported that there is a roof leak at Station #2. A roof contractor was called out to inspect. Discussion on warranty/responsibility. Shoreline (original contractor) to be contacted.

**Chief's Report:** read by Chief O'Hara. (A copy of which is attached to the original minutes and made a part thereof.) Discussion – purchase order needed for lights. Concern raised about field of vision – where it should be mounted. Commissioner Couceiro motioned to accept the quote from Elite dated February 17 2021 in the amount of \$15,624.51 for the purpose of outfitting the new vehicle with lights with the understanding that an amended/updated quote would be requested, seconded by Commissioner Jamison. It was confirmed that Elite is a state contractor.

**President's Report:** read by President Chelli (A copy of which is attached to the original minutes and made a part thereof). Commissioner O'Brien motioned to permit the JT PBA use of the picnic grounds on the 28<sup>th</sup>, seconded by Commissioner Jamison. Motion carried by unanimous consent. It was confirmed that Life Member Fostek is exempt and he has a key. Fostek requested to use the parking lot for derby. Letter to be sent to him to contact the Fire Company with regarding use of the facilities on an occasional basis. President Chelli to discuss with membership – President Trask does not want anyone randomly going into the bays.

**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:** Commissioner Jamison inquired about the wall mounting of plaques and supporting it. Discussion. Sconce prices needed – cannot find replacement sconces to match existing ones. Cheryl advised that forwarded a message to Fire company mailbox RE: someone wanted to use the hall. Commissioner O'Brien advised he has someone that replaces lights with all LED. Cheryl advised that there is a grant program available for the conversion. She will look into it.

**New Business:** None

**Mail Correspondence:** Correspondence from Workers Comp carrier advised that premium will be increasing \$30,000. Discussion. Cheryl to contact broker to have him attend the March meeting.

**Public Session:** None

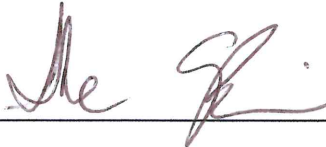
**Executive Session:** Commissioner Couceiro motioned to accept the Resolution to take the Board into an executive session for the purpose of discussion of personnel matters seconded by Commissioner Jamison. Subject matter to be released when it is no longer considered privileged. Motion passed by unanimous consent at 8:16 p.m. Ayes: Couceiro, Torres, Jamison, O'Brien; Nays: none; absent: Goldman; Abstention: none). The executive session ended at 9:06 p.m. and the Board reconvened the public session.

**Public Session:**

*Command Box:* Commissioner Couceiro motioned to purchase a duplicate command box for #5410 at a cost of \$7,700., seconded by Commissioner O'Brien. Motion passed by unanimous consent.

*Shared Services Agreement:* Board supports the idea, but wording needs to be changed. It was suggested that a joint meeting with all three (3) districts be held to review and discuss.

**Adjournment:** With no other business to come before the Board, Commissioner Couceiro motioned to adjourn the meeting, seconded by Commissioner Jameson. Meeting was adjourned at 9:18 p.m. by Commissioner Couceiro.

  
\_\_\_\_\_, Clerk

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

**February 10, 2022  
Meeting Time 6:30 Caucus, 7PM**

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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

5:43 PM

02/10/22

Accrual Basis

## Board of Fire Commissioners

### Cash Balances

As of February 10, 2022

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	Feb 10, 22	
	Debit	Credit
1009 · Shore Community Operating	552,615.96	
1011 · Shore Community Payroll	108,133.42	
1012 · Shore Community Fire Bureau	55,613.48	
1016 · Shore Comm-CD-Future Cap 0721	323,042.94	
1019 · Shore Comm-CD Future Cap 0872	455,604.51	
<b>TOTAL</b>	<b>1,495,010.31</b>	<b>0.00</b>

## Board of Fire Commissioners Profit & Loss Budget vs. Actual January 1 through February 10, 2022

	Jan 1 - Feb 10, 22	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4010 · Amount To Be Raised By Taxation	0.00	2,038,542.13	-2,038,542.13
4020 · Supplemental Fire Services Act	0.00	4,342.00	-4,342.00
4200 · Interest Income	0.00	500.00	-500.00
4750 · Bureau of Fire Prevention Incm	906.50	35,000.00	-34,093.50
4800 · Other Income	38,733.99	0.00	38,733.99
4920 · Unreserved Fund Balance	0.00	167,400.00	-167,400.00
<b>Total Income</b>	<b>39,640.49</b>	<b>2,245,784.13</b>	<b>-2,206,143.64</b>
<b>Gross Profit</b>	<b>39,640.49</b>	<b>2,245,784.13</b>	<b>-2,206,143.64</b>
<b>Expense</b>			
5110 · Salaries - Commissioners	0.00	22,500.00	-22,500.00
5120 · Salaries - Secretary			
5121 · Secretary-1099	500.00	2,800.00	-2,300.00
<b>Total 5120 · Salaries - Secretary</b>	<b>500.00</b>	<b>2,800.00</b>	<b>-2,300.00</b>
5210 · Elections	0.00	15,000.00	-15,000.00
5220 · Office Expense	1,000.52	13,000.00	-11,999.48
5230 · Professional Services	0.00	110,000.00	-110,000.00
5260 · Bond Agent	0.00	1,500.00	-1,500.00
5290 · Contingent Expenses	0.00	2,000.00	-2,000.00
6115 · Salaries & Wages - Captain	0.00	120,987.00	-120,987.00
6120 · Salaries - Full Time Fire	-5,488.20	465,703.88	-471,192.08
6125 · Clothing Allowance	0.00	10,500.00	-10,500.00
6130 · Salaries - Fire Official			
6133 · Fire Inspector	0.00	10,000.00	-10,000.00
6130 · Salaries - Fire Official - Other	0.00	15,000.00	-15,000.00
<b>Total 6130 · Salaries - Fire Official</b>	<b>0.00</b>	<b>25,000.00</b>	<b>-25,000.00</b>
6140 · Salaries - Firefighter Overtime	0.00	49,000.00	-49,000.00
6150 · Salaries-Retro Pay	0.00	45,000.00	-45,000.00
6185 · Employer Pension Contribution	0.00	175,748.00	-175,748.00
6190 · Fringe Benefits	0.00	158,576.26	-158,576.26
6210 · Insurance	8,500.00	135,000.00	-126,500.00
6220 · Advertising	46.44	2,000.00	-1,953.56
6310 · Maintenance & Repairs			
6311 · M&R - Apparatus			
6317 · M&R -Truck # 5401 Pumper New	3,572.00	0.00	3,572.00
<b>Total 6311 · M&amp;R - Apparatus</b>	<b>3,572.00</b>	<b>0.00</b>	<b>3,572.00</b>
6355 · M&R - Building #2	55.00	0.00	55.00
6370 · M&R - Equipment	-1,281.74	0.00	-1,281.74
6310 · Maintenance & Repairs - Other	0.00	110,000.00	-110,000.00
<b>Total 6310 · Maintenance &amp; Repairs</b>	<b>2,345.26</b>	<b>110,000.00</b>	<b>-107,654.74</b>
6410 · Supplies	0.00	30,000.00	-30,000.00
6415 · Fire Prevention	0.00	5,000.00	-5,000.00
6510 · Utilities	7,230.86	60,000.00	-52,769.14
6513 · Fire Service Agreement	0.00	50,000.00	-50,000.00
6515 · Hydrant Rent	0.00	70,000.00	-70,000.00
6610 · Misc. Firefighter Expenses	2,627.40	15,000.00	-12,372.60
6611 · Training			
6612 · Training - Paid/Vol	30.00	0.00	30.00
6616 · Fire Science Education	0.00	15,000.00	-15,000.00
6611 · Training - Other	0.00	25,000.00	-25,000.00
<b>Total 6611 · Training</b>	<b>30.00</b>	<b>40,000.00</b>	<b>-39,970.00</b>

Board of Fire Commissioners  
**Treasurer Report**  
 As of February 10, 2022

Type	Date	Num	Name	Debit	Credit
<b>1009 · Shore Community Operating</b>					
Bill Pmt -...	02/10/2022	5822	Action Uniform Co.		2,142.00
Bill Pmt -...	02/10/2022	5823	Asbury Park Press		46.44
Bill Pmt -...	02/10/2022	5824	AT&T Mobility		447.56
Bill Pmt -...	02/10/2022	5825	County Line hardware		49.98
Bill Pmt -...	02/10/2022	5826	ESO Solutions, Inc.		2,502.40
Bill Pmt -...	02/10/2022	5827	Federal Express		64.59
Bill Pmt -...	02/10/2022	5828	Freehold Cartage, Inc.		278.88
Bill Pmt -...	02/10/2022	5829	GW Tire Service		3,572.00
Bill Pmt -...	02/10/2022	5830	Holmes and McDowell		8,500.00
Bill Pmt -...	02/10/2022	5831	Home Depot		186.28
Bill Pmt -...	02/10/2022	5832	JCP&L		2,453.98
Bill Pmt -...	02/10/2022	5833	Jersey Coast Equipment		165.50
Bill Pmt -...	02/10/2022	5834	Kenneth Esposito		30.00
Bill Pmt -...	02/10/2022	5835	McKesson Medical Surgical		697.24
Bill Pmt -...	02/10/2022	5836	NetLink Web Services, LLC		398.00
Bill Pmt -...	02/10/2022	5837	NJNG		1,457.46
Bill Pmt -...	02/10/2022	5838	Staples Credit Plan		89.93
Bill Pmt -...	02/10/2022	5839	Susan L Oksen-Pereira		250.00
Bill Pmt -...	02/10/2022	5840	Terminix		55.00
Bill Pmt -...	02/10/2022	5841	Verizon		130.18
Bill Pmt -...	02/10/2022	5842	Verizon Wireless		184.95
Bill Pmt -...	02/10/2022	5845	CSC Service Works		30.14
Bill Pmt -...	02/10/2022	5846	Fire & Safety Services, Ltd		661.38
Bill Pmt -...	02/10/2022	5847	Trask O'Hara		852.79
Total 1009 · Shore Community Operating				0.00	25,246.68
<b>TOTAL</b>				<b>0.00</b>	<b>25,246.68</b>

January 14, 2021

To: Board of Fire Commissioners Jackson Township Fire District  
Subject: District Pagers Report.

Pagers left stock

AG5U8S0537	May Not Activate
AG5U8S0546	May Not Activate
AG5U8S05536	
AG5U8S0531	
AG5U8S056	
AG5U8N1174	

DESTROYED/MISSING

AGU5U8S0534	Zach Lubertazzi-Ran over by car on 9-2-2019
AG5U8S0564	Ian Rosado Returned Damaged -Member Removed From Company
AG5U8S0549	Last Issued to Matt Jamison <i>Returned on 5/5/21</i>

.Pagers needing to be returned

AG5U8S0530	Jason Helle
AG5U8S0542	Pawel Kuczyskowski
AG5U8S0551	Patrick McCloskey
AG5U8S0559	Aidan Cancelliere
AG5U8S0563	Tom Turi
AG5U8S0567	Sara Sulkowski
AG5U8S0571	Matt Lucas

Pager out to non Structural Firefighters

AG5U8n1171	Wallace Jamison
AG5U8S0573	Phil Goldmen
AG5U8S0574	Rich Busch
AG5U8S0558	Frank Schultz





# BOARD OF FIRE COMMISSIONERS JACKSON TOWNSHIP FIRE DISTRICT NO. 4



465A North County Line Road  
Jackson, NJ 08527  
Telephone 732-928-1434 Fax 732-928-8220

2-10-2022

To: Board of Fire Commissioners of Jackson Township Fire District 4

Please be advised that we removed the following items from our gear inventory and request a resolution to dispose of these items that have exceeded their lifespan and can no longer be used for firefighting purposes.

Helmets Black - 4  
Helmets Yellow - 5  
Nomex Hoods - 12  
Turnout Boots - 9 pairs  
Gemtor Bail Out Harness - 6  
Rescue Shock Absorbers - 9  
Bail Out Bag - 3  
Scott SCBA Mask AV2000 - 2 Large  
Scott SCBA Mask AV3000 - 2 Medium

Sincerely,

Richard Leonard  
Captain  
Jackson Township Fire District 4

Board of Fire Commissioners Career Department Report  
February 10, 2022

**Building Report**

**Station 1**

- New LED emergency exit lights ordered, awaiting installation. (Kelly Killowatt)
- Tremco warranty department notified of roof leaks. Case #: 163764
- Request to have a 3<sup>rd</sup> party Commercial Roofing Contractor evaluate quality and performance of the roof.

**Station 2**

- No hot water issue was fixed. The slop sink in the back-room faucet was left turned on and was causing the hot water to constantly loop thru the building when any other faucets were used. Neil Brooks Plumbing installed a new T on the cold water supply pipe with a valve to prevent this from re-occurring.

**Unit 5405:**

- E.E.S. Mechanic will be onsite on 2/15/2022 to work on (Work Order # 1875 still open.)

**Engine 5401:**

- Lee's Emergency Equipment was contacted for body repairs, they are currently finishing a few jobs. They will call me on Monday 2/14/22 to schedule.
- G&W Tire replaced 4 rear tires.

**Unit 5411:**

- Flat tire that came off the rim bead repaired by S&S fleet Services.
- Stop engine light was diagnosed. Code was cleared and holding.

**Unit 18407:**

- New tires were installed, and vehicle was serviced.

**Special Details / Projects / Notification**

- Work orders and or repair requests were reviewed and completed as they were received.
- Polymovent/ Clean Air Co. will be notified to service exhaust systems at both building.
- Unit 5410 and 5404 have air bag recalls and need to be taken to the dealership for repairs.
- 1 Ventis MX4 gas meters sent out for repair.
- Pager audit was conducted. (See attached report.)
- Please see attached request for a resolution to dispose of items that have exceeded their lifespan.
- Request to send 1 or 2 employees to Fire House Expo. (see attached pricing)

Submitted by:  
Captain Richard Leonard



# Jackson Mills Fire

465-B North County Line Road, Jackson NJ 08527

# 54

## February 2022 Chiefs Report

Date: 02/10/2022

- Required annual refresher for SCBA confidence and will be held at the TRFA on February 28<sup>th</sup>, 2022.
- Tentative live burn for March, waiting on academy availability.
- BBP & Hazmat awareness have been scheduled via NJ Learn. The content for R2K was pulled. We have a virtual class setup for this on March 28<sup>th</sup>, 2022.
- Pager programming is underway, LT Burmeister provide me with a test pager. I have requested edits for the channel assignments. Pager reprogramming will be scheduled once the channels have been updated.
- Water leaks detected at both stations during the recent storm standbys. The new ceiling tiles and some equipment in the dayroom have been damaged.
- Anytime lines or updates on the new engine? Do we have any tentative delivery date?
- Waiting on PO's for new command vehicle (Lights & command box) quotes submitted to BoFC.
- My current command box is broken, in the summer of 2021 we explored contacting the vendor to fix it. I am also waiting to have knoxbox & thermal mounted.

Sincerely,

*Trask O'Hara*

Trask O'Hara  
Fire Chief (5400)  
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 Chell, President JMVFC

**Date:** February 10, 2022

**Subject:** Presidents Report

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**Membership: First round nominations were held for the relief association. Nominees are Steve Porth and Darren Hoffman.**

**Stan O'Brian Sr is now officially our first Lieutenant.**

**Frank Shultz put a letter in for a leave of absence for up to 6 months**

**Facilities: The hall was opened on February first and our chartered Boy and Cub scouts will be using the hall on Wednesday nights. Also, the PBA will be using our hall on Thursday once every month.**

**June Hosford had a baby shower for her daughter on February 6<sup>th</sup>**

**Our day room has several water stained ceiling tiles in it and a speaker has water in it.**

**Events: Our annual Valentines Flower Sale will be held on February 13<sup>th</sup> from 7am to 8pm and the 14<sup>th</sup> from 10am to 7pm at station 1 and station 2.**

**Committees:**

Respectfully submitted: Al Chelli

# Bureau of Fire Prevention District #4

## Jackson Township

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465 A North County Line Rd.  
Jackson NJ, 08527  
Office 732-928-7848  
Fax 732-928-8220  
*Fire Official – Stanley O'Brien Jr.*

### February 10, 2022 Monthly Bureau Report

Inspections are being completed as normal.

#### Site plans received and finalized:

- No New Plans Submitted

#### Permits:

- No Special Events or Permits at this time.

#### Fire investigations:

- 1/22 – Building Fire (Residential) @ 8 Cypress Ave.
- 2/3 – Building Fire (Residential) @ 21 Elana Drive

#### Call Outs / Complaints:

- 2/8 – Referral was made to the Building Dept. for an unsafe construction site and working without permits @ 26 Oakland Drive.

#### Training / Meetings:

- Community Wildlife Protection Plan Meeting is scheduled for February 17<sup>th</sup> @ Station 57 with NJFFS B-9 Deale Carey.

Respectfully submitted,



**Stanley O'Brien Jr.**  
**Fire Official**