

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

Minutes of Meeting Held
April 11, 2013

Notice of the time, date, location and agenda of this meeting to the extent then known, was duly published at least forty-eight hours in advance of this meeting, by posting on the official bulletin board and by publications in the official newspapers of the Board. 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 Jack Bollentin at 8:01 pm. All commissioners were present. Chairman Bollentin read open Meetings Act statement. Board Attorney Youssouf entered the meeting at 8:02 pm. All participated in the Pledge of Allegiance.

Minutes – Commissioner Allmann motioned to accept the minutes of the March 14, 2013 re-organization meeting, seconded by Commissioner Leonard. Motion passed by unanimous consent.

Treasurer's Report –The report and bill list (a copy of which is attached and incorporated herein by reference) as of April 11, 2013 was read by Commissioner Allmann. Commissioner Byrnes motioned to pay the bills as presented, seconded by Commissioner Sherry. Motion passed by unanimous consent, with Chairman Bollentin abstaining from approval of payment to himself. Later in the meeting and after discussion, Commissioner Allmann motioned to authorize payment to East Coast Sheet Metal in the amount of \$900, seconded by Commissioner Sherry. Motion passed by majority vote, with Commissioner Allmann abstaining.

Legal Report – Board Attorney Youssouf read a copy of a letter dated April 11, 2013 to Michael Corrigan advising him that funds contributed to his LOSAP account have been cancelled since the Board's records indicate that he has not been active volunteer firefighter since 2010 (a copy of the letter is attached and incorporated herein by reference). Board Attorney Youssouf reviewed with the Board the current LOSAP award is \$1,623, the CPI for 2012 is 2.2%. He recommended that the LOSAP information be posted. Board Attorney Youssouf reviewed information regarding the new state contract for purchasing firefighting equipment that he received from David Russell/Pearce. Training, travel, vehicle preparation, delivery, charges, etc. are all to be paid outside the base apparatus cost. Performance Bonds are still needed. Information from Houston/Galveston Co-Op regarding equipment was also reviewed with the Board. Prices from manufacturers participating in the state contract were given to the Board and the fire company. Board Attorney Youssouf said that the price list was to be used to put the truck together. He further recommended that the Board buy a truck, not to bid a truck. Resolution accepting the audit report for year ending December 31, 2012 that was accepted In Title at the March 2013 meeting was presented (to be attached to the original minutes for March 2013 meeting). Annual Audit Review Group Affidavit was presented and signed by all commissioners and witnessed/notarized by Board Attorney Youssouf. Board

Attorney Youssouf presented a contract for his services for 2013, which was executed by the Board. Board Attorney Youssouf will publish notice of awards for professional contracts (Board Attorney Youssouf, Oliver S. Walling II – Board Accountant, and Board Auditor).

Truck & Building/Career Department Report – read by Commissioner Sherry (a copy of which is attached and incorporated herein by reference). Commissioner Byrnes raised the issue of Pre-Plans. It is a new program that Lt. Reynolds will begin work on when everything is moved from the sub-station down here. Prices for tires from GW Tire Service were received (a copy of which is attached and incorporated herein by reference). Lt. Reynolds was directed to call other state contractors to obtain prices for Michelin tires and advise the Board. Kelly Kilowatt proposal (a copy of which is attached and incorporated herein by reference) was discussed. Commissioner Allmann motioned to approve work electrical work as listed in Kelly Kilowatt proposal for both stations, seconded by Commissioner Leonard. Motion passed by unanimous consent.

Chief's Report – Chief Haskins reported:

- a. 106 calls to date;
- b. Commissioner Allmann motioned to approve the 2013 Chief's budget list (a copy of which is attached and incorporated herein), seconded by Commissioner Sherry. Motion passed by unanimous consent.
- c. Blaze- Chief has an estimate for an ice equipment box for rescue on #07. Chief was reminded to monitor aggregate totals for vendors.
- d. #5405 – request to cancel request for box for struts. Tubes are going to be used – Lubby is working on that.
- e. Boat engine – in for repairs
- f. Command Control Class – Chief was reminded that voucher needed to be submitted in order for the Board to pay for the class.
- g. CDL License – Chairman Bollentin reiterated the Board position: Board will pay for training but not for the actual license.
- h. Status of truck – Chief was referred to Commissioner Sherry and given a copy of the pricing list.
- i. Quote for Train the Trainer training and airfare was given to the Board – discussion: Will New Jersey recognize the certification given to the new trainer? Chief to look into the issue.
- j. Commissioner Byrnes advised that Chief Haskins did submit the NIMS requirement to the county OEM. He was the only chief to do so.

President's Report: President Trask O'Hara was absent. In his absence, Chief Haskins reported:

- a. License review program status was reviewed: At the last meeting, it was decided that all had to submit to the process within 90 days of March 14, 2013 meeting; Cheryl was charged with reviewing the CARS program – cost is \$15. Application was completed and mailed in – it may take up to six weeks to process Board's application. Term of application is 5 years to obtain abstracts. All were reminded to continue to do what they were told to do in the past. Information was passed on to the fire company. New members continue to go through

- the current program. After application is received and approved, current members will use the new program after it was up and running.
- b. New driver: Bob Booth is the new driver for #05. Previous drivers for #05 are Al Chelli and Stan Jr. Cheryl was advised to run information for Bob Booth.
 - c. Status of new members: Steve Lindy – cleared for DMV and background. Medical clearance is needed.
 - d. Refrigerator in the kitchen has been repaired – cost was \$750 to \$850. Commissioner Byrnes motioned to pay for half of the refrigerator repair bill, seconded by Commissioner Allmann. Motion passed by unanimous consent.
 - e. Drills – there is an abandoned house on County Line per correspondence from the Jackson Township mayor stating that it was available for training. Chief was given a copy of the letter and he will investigate.

Fire Bureau: Report (part of the aforementioned Career Department Report) read by Fire Official Burmeister. Issues with houses on golf course property. Commissioner Byrnes directed FO Burmeister to verify ownership of the houses before moving forward.

Work Orders: Lt. Reynolds advised that they are up to date.

Old Business/Correspondence:

Correspondence: - None

Old Business:

- a. Cameras: Commissioner Byrnes advised that he can get into the system but cannot see anything. FO Burmeister sent Trask info for contact to Commissioner Byrnes.

New Business:

- a. After discussion, Commissioner Byrnes motioned to spend up to \$500 to purchase a laptop for FF Leonard's use, seconded by Commissioner Sherry. Motion passed by majority vote, with Commissioner Leonard abstaining.
- b. Foam: issues resolved
- c. Siren: was shutoff when roofing work began. To be looked into.
- d. New Uniforms - FO Burmeister requested \$2000 to purchase new t-shirts, pants and boots. Commissioner Allmann motioned to approve the purchase, seconded by Commissioner Sherry. Motion passed by unanimous consent.
- e. FO Burmeister reported that Ocean County CAD training completed with volunteers. Deadline of 5/1 to pull off other reports, after that everyone will be forced to use new CAD system.
- f. Commissioner Byrnes reported that a Special Joint Board Meeting scheduled for May 6, 2013, 7:30 pm at Station #57. Rich Braslow and Howard Eises will be in attendance.
- g. Commissioner Allmann reported that Quality does background checks on everyone per the owner.

- h. Cleaning company is not cleaning what they should be cleaning and not doing a thorough job. Commissioner Allmann instructed them to call the cleaning crew supervisor to report the problem and have the supervisor inspect after the work is done.

Public Session: - None

Adjournment: With no other business to come before the Board, Commissioner Byrnes motioned to accept the Resolution to adjourn the meeting, seconded by Commissioner Sherry. Motion passed by unanimous consent. Meeting adjourned at 9:16 p.m.

Richard J. Swann, Clerk

BOARD OF FIRE COMMISSIONERS, DISTRICT 4
AGENDA AND MEETING NOTES

April 11, 2013

Minutes
Treasurer's Report
Legal Report
Truck & Building Report
Chief's Report
President's Report
Fire Bureau Report
Work Order Requests
Old Business-Correspondence/Pending
New Business
Mail Correspondence
Public
Closed Session

Old Business-Correspondence/Pending

New Business

Mail Correspondence
Per Orange folder

1:15 PM

04/11/13

Accrual Basis

Jackson Township Fire District No 4

Cash Balances

As of April 11, 2013

	Apr 11, 13	
	<u>Debit</u>	<u>Credit</u>
1009 · Shore Community Operating	629,689.60	
1011 · Shore Community Payroll	46,001.13	
1012 · Shore Community Fire Bureau	25,460.46	
1016 · Shore Comm-CD-Future Capital 1	277,421.80	
1018 · Shore Comm-CD-Future Capital 2	219,325.84	
1019 · Shore Comm-CD Future Capital	382,232.11	
TOTAL	<u>1,580,130.94</u>	<u>0.00</u>

1:10 PM
 04/11/13
 Accrual Basis

Jackson Township Fire District No 4
Treasurer Report
 As of April 11, 2013

Type	Date	Num	Name	Memo	Debit	Credit	
1009 · Shore Community Operating							
Check	4/11/2013	2668	CDW Government, Inc	PO 5225		326.63	
Check	4/11/2013	2669	Firefighter University LLC	PO 5344		1,700.00	
Check	4/11/2013	2670	Lincoln Financial Group	PO 5345		31,286.20	
Check	4/11/2013	2671	MES	PO 5346		1,183.00	
Check	4/11/2013	2672	Jackson Mills Fire Company	PO 5350		176.97	
Check	4/11/2013	2673	Cablevision	PO 5351		149.69	
Check	4/11/2013	2674	Holmes & MCDowell	PO 5352		8,135.00	
Check	4/11/2013	2675	Continental Fire & Safety	PO 5353		663.00	
Check	4/11/2013	2676	TSVP Janitorial Services	PO 5354		332.00	
Check	4/11/2013	2677	Blaze Emergency Equipment...	PO 5355		2,993.94	
Check	4/11/2013	2678	New Jersey Casualty Ins Co.	PO 5356		4,522.00	
Check	4/11/2013	2679	JCP&L	PO 5357		2,098.58	
Check	4/11/2013	2680	John M Bollentin	PO 5359		49.30	
Check	4/11/2013	2681	Universal Premium	PO 5360		2,047.26	
Check	4/11/2013	2682	Diversified Inspections/Indep ...	PO 5361		1,107.90	
Check	4/11/2013	2683	Sprint	PO 5362		291.73	
Check	4/11/2013	2684	Waste Management	PO 5309		287.54	
Check	4/11/2013	2685	NJNG	PO 5366		1,156.47	
Check	4/11/2013	2686	National Center for Safety Ini...	PO 5367		38.00	
Check	4/11/2013	2687	ESI Equipment, Inc.	PO 5368		263.00	
Check	4/11/2013	2688	Federal Express	PO 5369		38.10	
Check	4/11/2013	2689	Terminix	PO 5370		721.68	
Check	4/11/2013	2690	Seacoast Accounting, LLC	PO 5371		2,005.00	
Check	4/11/2013	2691	All Comm Technologies	PO 5372		105.00	
Check	4/11/2013	2692	Staples Credit Plan	PO 5373		299.46	
Check	4/11/2013	2693	Jackson Twp DOPW	PO 5374		1,129.22	
Check	4/11/2013	2694	National Center for Safety Ini...	PO 5375		82.00	
Check	4/11/2013	2695	Susan L Oksen-Pereira	PO 5376		225.00	
Check	4/11/2013	2696	Postmaster of Forked River	PO 5377		180.00	
Check	4/11/2013	2697	Roofing Master	PO 5349		2,250.00	
Check	4/11/2013	2698	Jerry's Autobody, LLC	PO 5380		31.24	
Check	4/11/2013	2699	Continental Fire & Safety	PO 5381		1,272.00	
Check	4/11/2013	2700	MES	PO 5383		195.30	
Check	4/11/2013	2701	Watchung Spring Water	PO 5384		19.96	
Check	4/11/2013	2702	Holmes & MCDowell	PO 5364		3,033.24	
Check	4/11/2013	2703	Verizon	PO 5379		311.31	
Check	4/11/2013	2704	NJNG	PO 5382		615.72	
Total 1009 · Shore Community Operating						0.00	71,322.44
TOTAL						0.00	71,322.44

Jackson Township Fire District No 4
Profit & Loss Budget vs. Actual
 January 1 through April 11, 2013

	<u>Jan 1 - Apr 11, 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
4010 · Amount To Be Raised By Taxation	308,647.33	1,452,458.00	(1,143,810.67)
4020 · Supplemental Fire Services Act	0.00	3,257.00	(3,257.00)
4200 · Interest Income	264.11	2,500.00	(2,235.89)
4750 · Bureau of Fire Prevention Incm	5,882.00	14,000.00	(8,118.00)
4800 · Other Income	4,984.00	10,000.00	(5,016.00)
4910 · Restricted Fund Balance	0.00	480,000.00	(480,000.00)
4920 · Unreserved Fund Balance	0.00	50,000.00	(50,000.00)
Total Income	319,777.44	2,012,215.00	(1,692,437.56)
Expense			
5110 · Salaries - Commissioners	0.00	20,000.00	(20,000.00)
5120 · Salaries - Secretary	900.00	2,800.00	(1,900.00)
5210 · Elections	2,811.19	1,500.00	1,311.19
5220 · Office Expense	2,605.65	10,500.00	(7,894.35)
5230 · Professional Services	10,427.50	87,500.00	(77,072.50)
5260 · Bond Agent	0.00	1,500.00	(1,500.00)
6110 · Salaries & Wages - Fire Lt.	23,734.45	103,240.00	(79,505.55)
6120 · Salaries - Full Time Fire	38,902.02	166,220.00	(127,317.98)
6130 · Salaries - Fire Official	8,630.00	37,700.00	(29,070.00)
6140 · Salaries - Firefighter Overtime	4,520.60	40,000.00	(35,479.40)
6180 · Payroll Taxes	5,873.56	29,700.00	(23,826.44)
6185 · Employer Pension Contribution	0.00	51,569.00	(51,569.00)
6190 · Fringe Benefits	22,218.65	80,448.00	(58,229.35)
6210 · Insurance	51,848.06	95,000.00	(43,151.94)
6220 · Advertising	325.00	2,000.00	(1,675.00)
6310 · Maintenance & Repairs	22,895.81	127,000.00	(104,104.19)
6410 · Supplies	8,817.98	30,000.00	(21,182.02)
6415 · Fire Prevention	0.00	5,000.00	(5,000.00)
6510 · Utilities	15,241.23	60,000.00	(44,758.77)
6515 · Hydrant Rent	15,190.00	65,000.00	(49,810.00)
6610 · Misc. Firefighter Expenses	3,454.29	15,000.00	(11,545.71)
6611 · Training	12,089.69	24,000.00	(11,910.31)
6615 · Gear - Fire Company	4,112.09	20,000.00	(15,887.91)
6625 · Joint District Expenses	500.00	50,000.00	(49,500.00)
6630 · Building Rennovations/Equipment	0.00	20,000.00	(20,000.00)
6640 · SCBA	195.30	10,000.00	(9,804.70)
6650 · Emergency/First Aid Equipment	440.20	7,000.00	(6,559.80)
6655 · Replacement Equipment	0.00	50,000.00	(50,000.00)
6670 · Vehicle Equip-Radios/Pagers	1,249.98	20,733.00	(19,483.02)
6675 · UFSA	3,340.00	8,000.00	(4,660.00)
6910 · LOSAP	0.00	40,000.00	(40,000.00)
6990 · Contingent-Operating	0.00	2,000.00	(2,000.00)
8210 · Serial Bonds - Prin	74,000.00	74,000.00	0.00
8220 · Serial Bonds - Interest	3,196.05	4,805.00	(1,608.95)
Total Expense	337,519.30	1,362,215.00	(1,024,695.70)
Net Ordinary Income	(17,741.86)	650,000.00	(667,741.86)
Other Income/Expense			
Other Expense			
8054 · Capital	0.00	650,000.00	(650,000.00)
Total Other Expense	0.00	650,000.00	(650,000.00)
Net Other Income	0.00	(650,000.00)	650,000.00
Net Income	(17,741.86)	0.00	(17,741.86)

8:37 PM
 04/11/13
 Accrual Basis

Jackson Township Fire District No 4
Treasurer Report
 As of April 11, 2013

Type	Date	Num	Name	Memo	Debit	Credit
1009 · Shore Community Operating						
Deposit	4/4/2013			Deposit	308,647.33	
Transfer	4/4/2013			Funds T...		40,000.00
General ...	4/8/2013	Payr...	East Coast Sheet Metal, Inc.	Reverse...	900.00	
Check	4/11/2013	2668	CDW Governement, Inc	PO 5225		326.63
Check	4/11/2013	2669	Firefighter University LLC	PO 5344		1,700.00
Check	4/11/2013	2670	Lincoln Financial Group	PO 5345		31,286.20
Check	4/11/2013	2671	MES	PO 5346		1,183.00
Check	4/11/2013	2672	Jackson Mills Fire Company	PO 5350		176.97
Check	4/11/2013	2673	Cablevision	PO 5351		149.69
Check	4/11/2013	2674	Holmes & MCDowell	PO 5352		8,135.00
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Check	4/11/2013	2683	Sprint	PO 5362		291.73
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Check	4/11/2013	2686	National Center for Safety In...	PO 5367		38.00
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Check	4/11/2013	2701	Watchung Spring Water	PO 5384		19.96
Check	4/11/2013	2702	Holmes & MCDowell	PO 5364		3,033.24
Check	4/11/2013	2703	Verizon	PO 5379		311.31
Check	4/11/2013	2704	NJNG	PO 5382		615.72
Check	4/11/2013	2705	Board of Fire Commissioner'...	PO 5386		7,608.40
Check	4/11/2013	2707	NJNG	PO 5387		2,018.11
Total 1009 · Shore Community Operating					<u>309,547.33</u>	<u>120,948.95</u>
TOTAL					<u>309,547.33</u>	<u>120,948.95</u>

Board of Fire Commissioners Career Dept
March/April 11, 2013

FIRE & EMS Calls

- Year to Date – Career Dept. Runs
 - Fire Calls – 35
 - EMS Calls - 82

Fire Prevention

Inspections: 18
Re-inspection: 17
Fines: \$0.00
Permits: 1 @ \$42.00
Plans: 2, Pure Foods - Herman Rd. (Approved)
Malvern School – North County Line Rd. (Approved)
Invests: Car Fire @ Glory's Market

Specialty Systems did upgrade on inspection program (MobileFire Pro) and I am having problems with Bureau desktop running reports, due to 64-bit computer (they are aware of issues). Laptop was not updated yet due to issues. Career staff will be attending career day at Goetz Middle School next week. JB # 18407

Building Report

Station 1:

- Good Mowing started fertilizer treatment at both stations
- Sprinklers were turned on for the season, four broken heads were found and C&T was notified
- East Coast Flag was contacted to repair flagpole pulley and cable
- General housekeeping and weekly cleaning was conducted
- All units were washed weekly

Station 2:

- All storm damage were completed
- Sprinklers were turned on for the season, all were in good working condition
- General housekeeping and weekly cleaning was conducted
- All units were washed weekly

Board of Fire Commissioners Career Dept
March/April 11, 2013

Trucks and Equipment

Unit 5404

- Went for service

Unit 5405

- Went to G & W Tires to have driver side rear tire inspected, needs four tires replaced, please see tire quote
- Hydro ram was repaired and back in service

Unit 5407

- New batteries were installed
- Master switch was replaced
- New master switch dash light was installed

Unit 5410

- Went for service
- Unit has small transmission line leak, Deputy Chief will stop at Jerry's Auto to inspect

Unit 5411

- Power steering pump was repaired
- Auto oiler on pump was rebuilt
- Filler neck on fuel tank was replaced
- P & L finished all LED light repairs
- Hydro ram was repaired and back in service

Unit 5417

- Tank to pump transfer valve was rebuilt
- Bar light and arrow stick was repaired
- New door latches will be replaced at Jerry's Auto, next week
- Hose reel housing has crack and will be welded while at Jerry's Auto

Unit 5419

- All repairs from storm will be scheduled after Forest Fire Season

Unit 5421

- Pump output shaft was replaced
- Truck would not start, mechanic checked and changed all fuel filters and unit was put back in service
- Foam drill was conducted, foam tank was cleaned and was refilled with new foam

Unit 5427

- Unit had fuel filter canister and housing replaced

Board of Fire Commissioners Career Dept
March/April 11, 2013

Note: Annual truck services will begin next month
All ladders were retested and passed

Special Details / Projects / Notifications

Notifications

- Training Certifications Attended on 2/16/13
 - Right to Know
 - Blood Borne Pathogens
 - Hazmat
 - Radiological

- Drills
 - Forest Fire Action Plan Review
 - Forest Fire Driver Training

- Upcoming EMT/Fire Classes - All classes at Station 55-1, starting at 9 am
 - 4/18/13 - Pt Assessment Review
 - 5/16/13 - BLS Mega Code
 - 5/22/13 – Command Control and Accountability
 - 6/20/13 - Summer Emergencies
 - 7/18/13 - Triage Review
 - 8/15/13 - Emergency Incident Rehab

Submitted by
Lt. Mark Reynolds

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

Minutes of Meeting Held
May 16, 2013

Notice of the time, date, location and agenda of this meeting to the extent then known, was duly published at least forty-eight hours in advance of this meeting, by posting on the official bulletin board and by publications in the official newspapers of the Board. 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 Jack Bollentin at 8:00 pm. Chairman Bollentin read the Open Meetings Act statement. Commissioners Allmann and Byrnes were absent. Board Attorney Youssouf was absent. All participated in the Pledge of Allegiance. A moment of silence was observed in honor of Past Chief Ray Hosford.

Minutes - Commissioner Sherry motioned to accept the minutes of the April 11, 2013 general meeting, seconded by Commissioner Leonard. Motion passed by unanimous consent.

Treasurer's Report - The report and bill list (a copy of which is attached and incorporated herein by reference) as of May 16, 2013 was read by Commissioner Sherry. Chairman Bollentin advised that the Continental bill for dry bags would be discussed later in the meeting. Commissioner Leonard motioned to approve payment of the bills as presented in the treasurer's report with the exception of the Continental bill for dry bags, seconded by Commissioner Sherry. Motion passed by unanimous consent.

Legal Report - None due to Board Attorney Youssouf's absence.

Truck & Building/Career Department Report - read by Commissioner Sherry (a copy of which is attached and incorporated herein by reference).

Fire Bureau: Report (part of the aforementioned Career Department Report) read by Commissioner Sherry. Fire Official Burmeister was absent due to a family event. Commissioner Leonard motioned to accept the Truck & Building/Career Department report and the report of the Fire Bureau, seconded by Commissioner Sherry. Motion passed by unanimous consent.

Chief's Report - Chief Haskins reported:

- a. Chief thanked all for their assistance with the wake and funeral for Past Chief Ray Hosford;
- b. Station #2: Five new members will be graduating from the academy. More lockers will be needed soon;
- c. Rich Morero will be attending the Water Safety Class during the first week in ^{June} May (training for a trainer). Airfare will cost \$300 approximately;
- d. New Truck: hopes to have a meeting in June to make decision with the truck committee;

- e. Turnout gear: a couple were missed. Extra sets are needed – six or seven sets have rips and tears. They will be needed in the fall. Lt. Reynolds is looking to get repairs done for less than \$200 each. If the repair costs more, it is not cost effective to repair;
- f. Chairman Bollentin reported that everyone did a fabulous job with Chief Ray Hosford's funeral;
- g. Dry bags were ordered by Assistant Chief Lubertazzi at a higher price and a higher number of bags that were previously approved. Discussion on whether or not to return the bags, procedure on who can order, etc. After discussion, it was decided to keep the bags. In the future all orders are to be done by FF Rich Leonard, Lt. Reynolds or Cheryl only. No one else does any ordering.
- h. Inquiry about Rich Morero's course being a NJ state recognized certification. After discussion, Chief was directed to contact the state to ask the question.
- i. Later in the meeting, Chief raised the issue of the boat trailer which had previously been approved for \$1,000. Chief reported that Hecht Bros has a trailer for \$1600. Chairman Bollentin advised that the landscape trailer that the Board bought last year was to be modified to accommodate the boat. Chief will look into the issue.
- j. Later in the meeting, Chief raised the issued of CDL status. Chairman Bollentin advised that the board will not bear the cost of paying for someone's license. The Board will pay for the course. Chief advised that there are 12 candidates who want to take the course. Chairman Bollentin said that he would take the first four on the list for the first class: Chief, Trask, Joe Ski and Morero.
- k. Later in the meeting, Chief raised the issue of Tuckerton Borough & West Tuckerton Fire Department asked to borrow the Bolux Simulator for demonstration purposes. Stanley was designated person to accompany the equipment and be responsible for it. Commissioner Leonard motioned to approve Stanly taking the equipment down to Tuckerton for demonstration purposes, seconded by Commissioner Sherry. Motion passed by unanimous consent.

President's Report: President Trask O'Hara reported:

- a. New application for membership Anthony Jacobs was presented. He is Fire I certified;
- b. Drivers' certification: Cheryl will do the annual Motor Vehicle search.
- c. Fire Service Agreement: no progress due to Board Attorney Youssouf's absence. FSA to be discussed upon his return.

Work Orders: Chairman Bollentin reported that #05 drivers' side door opens while driving down the door. Lt. Reynolds will bring #05 to Jerry's for repair.

Old Business/Correspondence:

- a. **Correspondence:** - New hose testing company will be used this year

Old Business:

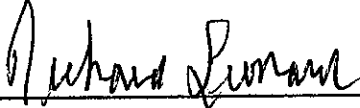
- a. Roof issues: have not yet been resolved.

New Business:

- a. After discussion, Commissioner Leonard motioned to approve \$924.75 expense for career staff office furniture, seconded by Commissioner Sherry. Motion passed by unanimous consent.
- b. Engagement letter for 2013 budget audit was signed as per prior Board approval.

Public Session: - None

Adjournment: With no other business to come before the Board, Commissioner Leonard motioned to accept the Resolution to adjourn the meeting, seconded by Commissioner Sherry. Motion passed by unanimous consent. Meeting adjourned at 8:45 p.m.


_____, Clerk

BOARD OF FIRE COMMISSIONERS, DISTRICT 4
AGENDA AND MEETING NOTES
May 16, 2013

Minutes
Treasurer's Report
Legal Report
Truck & Building Report
Chief's Report
President's Report
Fire Bureau Report
Work Order Requests
Old Business-Correspondence/Pending
New Business
Mail Correspondence
Public
Closed Session

Old Business-Correspondence/Pending

New Business

Mail Correspondence
Per Orange folder

Board of Fire Commissioners Career Dept
May 16, 2013

FIRE & EMS Calls

- Year to Date – Career Dept. Runs
 - Fire Calls – 44
 - EMS Calls - 113

Fire Prevention

Inspections: 20

Re-inspection: 11

Fines: -0-

Permits: 3 at \$42 each

Plans: -0-

Pre Plans: -0-

Invests: -0-

Building Report

Station 1:

- New office furniture will be delivered next week
- Office and hall floors will be stripped and waxed starting Monday
- Flagpole pulley and cable was repaired
- General housekeeping and weekly cleaning was conducted

Station 2:

- Baseball field was cut
- General housekeeping and weekly cleaning was conducted

Trucks and Equipment

Unit 5410

- Went for service
- New trans cooler lines were installed
- Anti-freeze leak in water pump was repaired
- Unit is complete and ready for pick up

1:51 PM

05/16/13

Accrual Basis

Jackson Township Fire District No 4

Cash Balances

As of May 16, 2013

	May 16, 13	
	<u>Debit</u>	<u>Credit</u>
1009 · Shore Community Operating	533,582.35	
1011 · Shore Community Payroll	28,837.89	
1012 · Shore Community Fire Bureau	27,910.54	
1016 · Shore Comm-CD-Future Capital 1	277,421.80	
1018 · Shore Comm-CD-Future Capital 2	219,325.84	
1019 · Shore Comm-CD Future Capital	382,232.11	
TOTAL	<u>1,469,310.53</u>	<u>0.00</u>

1:52 PM
 05/16/13
 Accrual Basis

Jackson Township Fire District No 4
Treasurer Report
 As of May 16, 2013

Type	Date	Num	Name	Memo	Debit	Credit
1009 · Shore Community Operating						
Check	5/9/2013	2711	Cablevision	PO 5262		149.69
Check	5/9/2013	2712	Waste Management	PO 5393		295.06
Check	5/9/2013	2713	Sprint	PO 5394		289.49
Check	5/9/2013	2714	On Scene Emergency Equip...	PO 5395		852.43
Check	5/9/2013	2715	On Scene Training Associate...	PO 5396		440.00
Check	5/9/2013	2716	Jammer Doors Co Inc	PO 5397		92.50
Check	5/9/2013	2717	C & T Lawn Sprinkler	PO 5398		235.00
Check	5/9/2013	2718	Federal Express	PO 5399		58.94
Check	5/9/2013	2719	Blaze Emergency Equipment...	PO 5400		1,722.39
Check	5/9/2013	2720	Safe & Secure Security Syst...	PO 5401		1,250.00
Check	5/9/2013	2721	National Center for Safety Ini...	PO 5402		19.00
Check	5/9/2013	2722	Continental Fire & Safety	PO 5403		1,765.66
Check	5/9/2013	2723	JCP&L	PO 5404		1,139.06
Check	5/9/2013	2724	Universal Premium	PO 5405		1,720.92
Check	5/9/2013	2725	Harleysville Life Ins Co	PO 5406		389.50
Check	5/9/2013	2726	TSVP Janitorial Services	PO 5407		332.00
Check	5/9/2013	2727	Terminix	PO 5408		523.80
Check	5/9/2013	2728	Seacoast Accounting, LLC	PO 5409		1,631.75
Check	5/16/2013	2729	Lifesaving Resources LLC	PO 5392		1,850.00
Check	5/16/2013	2730	JCP&L	PO 5410		615.31
Check	5/16/2013	2731	Verizon	PO 5411		313.77
Check	5/16/2013	2732	Ecolab	PO 5412		578.15
Check	5/16/2013	2733	NJNG	PO 5387		365.95
Check	5/16/2013	2734	Koerner & Koerner, PA	PO 5414		1,296.00
Check	5/16/2013	2735	Board of Fire Commissioner'...	PO 5415		7,608.40
Check	5/16/2013	2736	Continental Fire & Safety	PO 5417		12,790.25
Check	5/16/2013	2737	NJ Casualty Ins Co	PO 5418		4,522.00
Check	5/16/2013	2738	Galls, An Aramark Co	PO 5419		416.00
Check	5/16/2013	2739	Lincoln Financial Group	PO 5420		5,688.40
Check	5/16/2013	2740	Susan L Oksen-Pereira	PO 5422		225.00
Check	5/16/2013	2749	Seacoast Accounting, LLC	PO 5423		560.00
Check	5/16/2013	2748	County Line hardware	PO 5330		43.98
Check	5/16/2013	2741	Continental Fire & Safety	PO 5425		2,635.00
Check	5/16/2013	2742	The HON Company	PO 5389		1,981.20
Check	5/16/2013	2743	Jackson Mills Fire Company	PO 5350		966.00
Total 1009 · Shore Community Operating					0.00	55,362.60
TOTAL					0.00	55,362.60

Jackson Township Fire District No 4
Profit & Loss Budget vs. Actual
 January 1 through May 16, 2013

	Jan 1 - May 16, 13	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4010 · Amount To Be Raised By Taxation	308,647.33	1,452,458.00	(1,143,810.67)
4020 · Supplemental Fire Services Act	0.00	3,257.00	(3,257.00)
4200 · Interest Income	320.27	2,500.00	(2,179.73)
4750 · Bureau of Fire Prevention Incm	8,331.00	14,000.00	(5,669.00)
4800 · Other Income	4,984.00	10,000.00	(5,016.00)
4910 · Restricted Fund Balance	0.00	480,000.00	(480,000.00)
4920 · Unreserved Fund Balance	0.00	50,000.00	(50,000.00)
Total Income	322,282.60	2,012,215.00	(1,689,932.40)
Expense			
5110 · Salaries - Commissioners	0.00	20,000.00	(20,000.00)
5120 · Salaries - Secretary	1,125.00	2,800.00	(1,675.00)
5210 · Elections	2,811.19	1,500.00	1,311.19
5220 · Office Expense	3,438.43	10,500.00	(7,061.57)
5230 · Professional Services	13,893.50	87,500.00	(73,606.50)
5260 · Bond Agent	0.00	1,500.00	(1,500.00)
6110 · Salaries & Wages - Fire Lt.	35,646.13	103,240.00	(67,593.87)
6120 · Salaries - Full Time Fire	58,215.13	166,220.00	(108,004.87)
6130 · Salaries - Fire Official	12,320.00	37,700.00	(25,380.00)
6140 · Salaries - Firefighter Overtime	6,246.94	40,000.00	(33,753.06)
6180 · Payroll Taxes	7,543.56	29,700.00	(22,156.44)
6185 · Employer Pension Contribution	0.00	51,569.00	(51,569.00)
6190 · Fringe Benefits	37,325.87	80,448.00	(43,122.13)
6210 · Insurance	56,370.06	95,000.00	(38,629.94)
6220 · Advertising	325.00	2,000.00	(1,675.00)
6310 · Maintenance & Repairs	29,742.88	127,000.00	(97,257.12)
6410 · Supplies	10,538.90	30,000.00	(19,461.10)
6415 · Fire Prevention	0.00	5,000.00	(5,000.00)
6510 · Utilities	20,427.67	60,000.00	(39,572.33)
6515 · Hydrant Rent	15,190.00	65,000.00	(49,810.00)
6610 · Misc. Firefighter Expenses	4,589.29	15,000.00	(10,410.71)
6611 · Training	13,939.69	24,000.00	(10,060.31)
6615 · Gear - Fire Company	20,373.32	20,000.00	373.32
6625 · Joint District Expenses	500.00	50,000.00	(49,500.00)
6630 · Building Rennovations/Equipment	0.00	20,000.00	(20,000.00)
6640 · SCBA	195.30	10,000.00	(9,804.70)
6650 · Emergency/First Aid Equipment	440.20	7,000.00	(6,559.80)
6655 · Replacement Equipment	1,162.50	50,000.00	(48,837.50)
6670 · Vehicle Equip-Radios/Pagers	1,249.98	20,733.00	(19,483.02)
6675 · UFSA	3,340.00	8,000.00	(4,660.00)
6680 · Office Furniture & Equipment	1,981.20	0.00	1,981.20
6910 · LOSAP	0.00	40,000.00	(40,000.00)
6990 · Contingent-Operating	0.00	2,000.00	(2,000.00)
8210 · Serial Bonds - Prin	74,000.00	74,000.00	0.00
8220 · Serial Bonds - Interest	3,196.05	4,805.00	(1,608.95)
Total Expense	436,127.79	1,362,215.00	(926,087.21)
Net Ordinary Income	(113,845.19)	650,000.00	(763,845.19)
Other Income/Expense			
Other Expense			
8054 · Capital	0.00	650,000.00	(650,000.00)
Total Other Expense	0.00	650,000.00	(650,000.00)
Net Other Income	0.00	(650,000.00)	650,000.00
Net Income	(113,845.19)	0.00	(113,845.19)

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

Minutes of Meeting Held
June 13 2013

Notice of the time, date, location and agenda of this meeting to the extent then known, was duly published at least forty-eight hours in advance of this meeting, by posting on the official bulletin board and by publications in the official newspapers of the Board. 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 Jack Bollentin at 8:00 pm. All commissioners and Board Attorney Youssouf were present. All participated in the Pledge of Allegiance. A moment of silence was observed.

Minutes – Commissioner Leonard motioned to accept the minutes of the May 16, 2013 general meeting with one correction (page 1, Chief's Report, #c: change *May* to *June*), seconded by Commissioner Sherry. Discussion followed on Commissioner's Leonard point: Board never approved anyone going to the course. Information was to be obtained by the chief regarding being a certified instructor in New Jersey. Attendee is certified by the private company to only teach the course that he took. Motion to accept the May 16 2013 minutes as corrected passed by majority vote (Commissioners Allmann and Byrnes abstaining due to their absence at the May 2013 meeting.)

Treasurer's Report –The report and bill list (a copy of which is attached and incorporated herein by reference) as of June 13, 2013 was read by Commissioner Allmann. Commissioner Leonard motioned to approve payment of the bills as presented seconded by Commissioner Sherry. Motion passed by unanimous consent, with Commissioner Allmann abstaining from the MUA payment approval.

Legal Report – LOSAP determination was discussed. Board Attorney Youssouf reviewed the process: Fire company certifies the point obligation for each year; five cumulative years of earning enough points are required to be vested in the LOSAP program. There can be an interruption of service. Absent those requirements, funds deposited are not the firefighters until they are vested. The fire company certified the list and posted it for 30 days. Board Attorney Youssouf feels that the requirements have been met to qualify for LOSAP. Firefighter in question is now asking for his LOSAP fund account money. Commissioner Byrnes motioned for the Board to sign off on releasing the LOSAP funds to the firefighter, seconded by Commissioner Sherry. Motion carried by majority vote – four ayes and one abstention (Commissioner Allmann).

Truck & Building/Career Department Report – read by Commissioner Sherry (a copy of which is attached and incorporated herein by reference). #17: shocks and new bushings are needed, wiring for radios to be done also– cost is approximately \$500. Chairman Bollentin directed the repairs to be done.

Chief's Report – Deputy Chief Lubertazzi submitted a written report (a copy of which is attached and incorporated herein by reference) and reviewed with the Board.

- a. EMT schools: confirmed that the members pay for the course and after successfully completing the course the Board will reimburse.
- b. Rich Marerro – Board asked that his certification (train the trainer) be given to the Board for their records
- c. Commissioner Allmann motioned to approve the purchase of the epic mask voice amplifier new models with the additional \$20 cost per unit, seconded by Commissioner Sherry. Motion passed by unanimous consent.
- d. Commissioner Leonard raised the issue of Rich Marerro attending a course that the Board did not vote to approve. Discussion followed. Deputy Chief Lubertazzi will get all the paperwork from the Chief and review it with Commissioner Leonard.
- e. Commissioner Allmann motioned to purchase 20 pieces of plywood not to exceed \$500 for the purpose of drills, seconded by Commissioner Sherry. Motion passed by unanimous consent.
- f. New member Anthony Jacobs requested permission to use a leather helmet, Deputy Chief Lubertazzi signed off on the request. Commissioner Sherry motion to approve the request by Anthony Jacobs to use a leather helmet, seconded by Commissioner Leonard. Motion passed by unanimous consent.
- g. Reported that Chief Haskins is home and resting.
- h. Commissioner Byrnes advised that there was a JCP&L meeting last week. Deputy Chief Lubertazzi reported that he attended the meeting, has the form from the meeting and is working on it.
- i. Commissioner Sherry thanked the fire company and the fire police for bringing his son home from his tour of duty from Afghanistan. It was greatly appreciated by the family.

President's Report: President Trask O'Hara reported:

- a. Two applications for returning members were presented: Sal Seraldi and Bill Mendola (both were present).
- b. Five recruits graduated from the fire academy. Ceremony is scheduled for next Monday. That will bring the membership to: Station #2 now has 13 members and Station #1 now has 16 members.
- c. Fire Service Agreement (FSA) update on status request. Board Attorney Youssouf reported that there has been no action. Copies were distributed again.
- d. Conference Room – was used as a bridal room. Renters were told specifically that they cannot use the room.
- e. Bays – no one is to go into the bays during a rental – that would be a Homeland Security issue.
- f. Food Allowance – Board will reimburse for major events: major structure fires, storm overnight standbys. Board will NOT reimburse for Monday night drills, work nights, fundraisers, etc.

Fire Bureau: Report (part of the aforementioned Career Department Report) reviewed by Fire Official Burmeister with the Board.

Work Orders: current

Old Business/Correspondence:

Correspondence: None

Old Business:

- a. Roof issues: have not yet been resolved. Still leaking – closer to having it resolved.
- b. Truck Committee: Chairman Bollentin thanked the fire company's truck committee for their work and input. The Board will now take over the truck committee with Board Attorney Youssouf to handle the specs to put it out to bid.
- c. Jammer Doors' quote: Quote was extended through May but was not acted on last month due to FO Burmeister's absence from May 2013 meeting. FO Burmeister will call Jammer door to see if the quote will be extended. Commissioner Allmann motioned to purchase five metal doors from Jammer Doors – 3 for Station #1 and 2 for Station #2, seconded by Commissioner Leonard. Motion passed by unanimous consent.

New Business:

- a. Extending Station #2 – President O'Hara had an architect come out and review the property. Commissioner Allmann met with an architect there also. Options were raised. Commissioner Allmann motioned to have a conceptual study done by Yezzi Associates to put a 50 x 100 pole barn up at Station #2 at a cost of \$4,100. After discussion as to what was needed, wanted, etc. Commissioner Allmann withdrew his motion. Commissioners Leonard and Allmann will serve as the Building Committee. President O'Hara will assemble a Building Committee from the fire company members.
- b. Fire Official Burmeister advised that all radios have been updated
- c. Unused Command Box from Tahoe – 5400 has a new command box. Whiting Fire Company has expressed an interest in acquiring the old command box. Board Attorney Youssouf read a Resolution in Title declaring used Command Box excess property and convey it to Whiting Volunteer Fire Company. Commissioner Leonard motioned to accept the Resolution in Title as presented, seconded by Commissioner Sherry. Motion passed by unanimous consent (Ayes: Allmann, Bollentin, Byrnes, Leonard, Sherry).
- d. Start of Contract Negotiations – Career staff asked if negotiations could begin on July 1, 2013. Board Attorney Youssouf directed the career staff to send a formal written request to the Board.
- e. Township training committee will schedule a drill for the near future


Public Session: - None

Executive Session: Commissioner Sherry motioned to accept the Resolution to take the Board into an executive session for the purpose of discussing personnel matters, seconded by Commissioner Leonard. Motion

passed by unanimous consent at 9:15 p.m. Subject matter to be released when it is no longer privileged. The executive session ended at 9:30 p.m. and the Board reconvened the public session.

Public Session: Chairman Bollentin announced that there will be a workshop session held on July 11, 2013 at 7 pm for the purpose of discussing the purchase of a new truck (one hour prior to the regular general meeting).

Adjournment: With no other business to come before the Board, Commissioner Byrnes motioned to accept the Resolution to adjourn the meeting, seconded by Commissioner Allmann. Motion passed by unanimous consent. Meeting adjourned at 9:30 p.m.

 _____, Clerk

6/13/13

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
OF FIRE DISTRICT NO.4 JACKSON TOWNSHIP
AUTHORIZING CONVEYANCE OF PERSONAL PROPERTY
PURSUANT TO N.J.S.A.40A:12-21.1**

WHEREAS; N.J.S.A.40A:12-21.1 provides that when the governing body of any local government unit determines that personal property owned by that unit is no longer needed for its purposes it may authorize, by resolution, a conveyance of that personal property without compliance with any other law governing disposal of personal property, for nominal consideration to any organization or association listed in N.J.S.A. 40A:12-21; and

WHEREAS; The Board of Fire Commissioners owns a command console which is no longer needed by the District; and

WHEREAS; The Chief of the Jackson Mills Volunteer Fire Company advised the Board that it may dispose of the above referenced console by conveying same to the Whiting Volunteer Fire Company which has need of a command console; and

NOW, THEREFORE BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.4 Jackson Township that the above described personalty is declared excess property in accordance with the provisions of N.J.S.A. 40A:12-21.1 and is hereby transferred to the Whiting Volunteer Fire Company.

Moved by: Leonard

Seconded by: Sherry

Roll Call Vote:

Ayes: Allmann
Balexstin
Byrnes
Leonard
Sherry

Nays: \emptyset

Absent: \emptyset

Abstain: \emptyset

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No.4 Jackson Township on the 13th day of June, 2013.

Richard Linnar, Clerk

BOARD OF FIRE COMMISSIONERS, DISTRICT 4
AGENDA AND MEETING NOTES

June 13, 2013

Minutes
Treasurer's Report
Legal Report
Truck & Building Report
Chief's Report
President's Report
Fire Bureau Report
Work Order Requests
Old Business-Correspondence/Pending
New Business
Mail Correspondence
Public
Closed Session

Old Business-Correspondence/Pending

New Business

Mail Correspondence

Per Orange folder

2:52 PM

06/13/13

Accrual Basis

Jackson Township Fire District No 4
Treasurer Report
As of June 13, 2013

Type	Date	Num	Name	Memo	Debit	Credit
1009 - Shore Community Operating						
Check	6/13/2013	2744	Trendway Corporation	PO 5378		2,151.18
Check	6/13/2013	2745	East Coast Flag & Flagpole, I...	PO 5427		21.60
Check	6/13/2013	2746	Rich Leonard	PO 5430		72.55
Check	6/13/2013	2747	Blaze Emergency Equipment...	PO 5431		7,403.10
Check	6/13/2013	2750	Joseph D. Youssef, Esq	PO 5432		8,750.00
Check	6/13/2013	2751	Continental Fire & Safety	PO 5433		10,986.84
Check	6/13/2013	2752	TSVP Janitorial Services	PO 5434		415.00
Check	6/13/2013	2778	NJ Casualty Ins Co	PO 5436		5,813.00
Check	6/13/2013	2755	Global Equipment Co.	PO 5437		175.02
Check	6/13/2013	2756	Sprint	PO 5438		67.74
Check	6/13/2013	2757	Waste Management	PO 5439		294.07
Check	6/13/2013	2758	Blue Tarp Financial Inc.	PO 5440		2,924.13
Check	6/13/2013	2759	National Center for Safety Ini...	PO 5441		63.00
Check	6/13/2013	2760	JCP&L	PO 5442		1,383.96
Check	6/13/2013	2761	Reassure America Life Insur...	PO 5443		391.00
Check	6/13/2013	2762	Jerry's Autobody, LLC	PO 5444		1,058.95
Check	6/13/2013	2763	Board of Fire Commissioner'...	PO 5445		7,608.40
Check	6/13/2013	2764	Holmes & MCDowell	PO 5446		8,135.00
Check	6/13/2013	2765	C & T Lawn Sprinkler	PO 5447		150.00
Check	6/13/2013	2766	Cablevision	PO 5448		149.69
Check	6/13/2013	2767	Home Depot	PO 5449		628.87
Check	6/13/2013	2768	Staples Credit Plan	PO 5450		114.63
Check	6/13/2013	2769	Reassure America Life Insur...	PO 5451		472.00
Check	6/13/2013	2770	Universal Premium	PO 5452		2,634.87
Check	6/13/2013	2771	NJNG	PO 5453		252.08
Check	6/13/2013	2772	Lincoln Financial Group	PO 5454		11,228.41
Check	6/13/2013	2773	Susan L Oksen-Pereira	PO 5455		225.00
Check	6/13/2013	2775	Board of Fire Commissioner'...	PO 5456		150.00
Check	6/13/2013	2777	Jackson Twp MUA	PO 5435		15,517.55
Check	6/13/2013	2779	Seacoast Accounting, LLC	PO 5457		1,960.00
Total 1009 - Shore Community Operating					0.00	91,197.64
TOTAL					0.00	91,197.64

3:01 PM

06/13/13

Accrual Basis

Jackson Township Fire District No 4

Cash Balances

As of June 13, 2013

	Jun 13, 13	
	Debit	Credit
1009 · Shore Community Operating	257,582.33	
1011 · Shore Community Payroll	24,693.09	
1012 · Shore Community Fire Bureau	28,862.73	
1016 · Shore Comm-CD-Future Capital 1	277,421.80	
1018 · Shore Comm-CD-Future Capital 2	219,325.84	
1019 · Shore Comm-CD Future Capital	382,232.11	
1021 · Shore Comm-CD Future Capital 3	175,000.00	
TOTAL	1,365,117.90	0.00

Jackson Township Fire District No 4
Profit & Loss Budget vs. Actual
 January 1 through June 13, 2013

	<u>Jan 1 - Jun 13, 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
4010 · Amount To Be Raised By Taxation	308,647.33	1,452,458.00	(1,143,810.67)
4020 · Supplemental Fire Services Act	0.00	3,257.00	(3,257.00)
4200 · Interest Income	370.37	2,500.00	(2,129.63)
4750 · Bureau of Fire Prevention Incm	9,282.00	14,000.00	(4,718.00)
4800 · Other Income	4,984.00	10,000.00	(5,016.00)
4910 · Restricted Fund Balance	0.00	480,000.00	(480,000.00)
4920 · Unreserved Fund Balance	0.00	50,000.00	(50,000.00)
Total Income	<u>323,283.70</u>	<u>2,012,215.00</u>	<u>(1,688,931.30)</u>
Expense			
5110 · Salaries - Commissioners	0.00	20,000.00	(20,000.00)
5120 · Salaries - Secretary	1,350.00	2,800.00	(1,450.00)
5210 · Elections	2,811.19	1,500.00	1,311.19
5220 · Office Expense	3,793.50	10,500.00	(6,706.50)
5230 · Professional Services	24,603.50	87,500.00	(62,896.50)
5260 · Bond Agent	0.00	1,500.00	(1,500.00)
6110 · Salaries & Wages - Fire Lt.	43,587.25	103,240.00	(59,652.75)
6120 · Salaries - Full Time Fire	70,923.87	166,220.00	(95,296.13)
6130 · Salaries - Fire Official	14,780.00	37,700.00	(22,920.00)
6140 · Salaries - Firefighter Overtime	8,055.16	40,000.00	(31,944.84)
6180 · Payroll Taxes	10,379.29	29,700.00	(19,320.71)
6185 · Employer Pension Contribution	0.00	51,569.00	(51,569.00)
6190 · Fringe Benefits	45,524.55	80,448.00	(34,923.45)
6210 · Insurance	65,796.06	95,000.00	(29,203.94)
6220 · Advertising	325.00	2,000.00	(1,675.00)
6310 · Maintenance & Repairs	39,595.42	127,000.00	(87,404.58)
6410 · Supplies	13,246.32	30,000.00	(16,753.68)
6415 · Fire Prevention	0.00	5,000.00	(5,000.00)
6510 · Utilities	22,797.76	60,000.00	(37,202.24)
6515 · Hydrant Rent	30,485.00	65,000.00	(34,515.00)
6610 · Misc. Firefighter Expenses	7,287.29	15,000.00	(7,712.71)
6611 · Training	13,939.69	24,000.00	(10,060.31)
6615 · Gear - Fire Company	17,738.32	20,000.00	(2,261.68)
6625 · Joint District Expenses	650.00	50,000.00	(49,350.00)
6630 · Building Rennovations/Equipment	15,119.22	20,000.00	(4,880.78)
6640 · SCBA	195.30	10,000.00	(9,804.70)
6650 · Emergency/First Aid Equipment	440.20	7,000.00	(6,559.80)
6655 · Replacement Equipment	4,086.63	50,000.00	(45,913.37)
6670 · Vehicle Equip-Radios/Pagers	1,249.98	20,733.00	(19,483.02)
6675 · UFSA	3,340.00	8,000.00	(4,660.00)
6910 · LOSAP	0.00	40,000.00	(40,000.00)
6990 · Contingent-Operating	0.00	2,000.00	(2,000.00)
8210 · Serial Bonds - Prin	74,000.00	74,000.00	0.00
8220 · Serial Bonds - Interest	3,196.05	4,805.00	(1,608.95)
Total Expense	<u>539,296.55</u>	<u>1,362,215.00</u>	<u>(822,918.45)</u>
Net Ordinary Income	<u>(216,012.85)</u>	<u>650,000.00</u>	<u>(866,012.85)</u>
Other Income/Expense			
Other Expense			
8054 · Capital	0.00	650,000.00	(650,000.00)
Total Other Expense	<u>0.00</u>	<u>650,000.00</u>	<u>(650,000.00)</u>
Net Other Income	<u>0.00</u>	<u>(650,000.00)</u>	<u>650,000.00</u>
Net Income	<u>(216,012.85)</u>	<u>0.00</u>	<u>(216,012.85)</u>

Board of Fire Commissioners Career Dept
June 13, 2013

FIRE & EMS Calls

- Year to Date – Career Dept. Runs
 - Fire Calls – 56
 - EMS Calls - 146

Fire Prevention

Inspections: 22
Re-inspection: 10
Fines: 0
Permits: 2 @ 42.00
Plans: Rite Aid @ S. Cooks Bridge and Bennetts Mills Rds – Approved

Building Report

Station 1:

- Remaining office furniture will be delivered next Wednesday
- Office will be dismantled and cleaned and floors will be stripped and waxed starting Monday
- Kitchen hood system was serviced
- Warshaur Electric was contacted for service on the house generator
- General housekeeping and weekly cleaning was conducted

Station 2:

- General housekeeping and weekly cleaning was conducted

NOTE

Ocean County Fire Marshal conducted yearly inspection for both stations. All deficiencies will be completed by June 16, 2013, with the exception of the generator certification and fire alarm certification for both stations, which has been scheduled.

Trucks and Equipment

Board of Fire Commissioners Career Dept
June 13, 2013

Unit 5400

- Unit was removed from the Chief's residence and brought to Station 1
- Computer was removed from vehicle and vehicle was turned over to the Assistant Chief

Unit 5405

- Air conditioner was repaired
- New door latch was installed
- Unit is scheduled for service next week

Unit 5408

- Unit was serviced

Unit 5411

- Unit was serviced
- New thermal camera was installed

Unit 5417

- Unit was serviced
- Deficiency list was received from mechanic, request for approval for minor repairs

Unit 5421

- Unit was serviced

Unit 5427

- Unit had rear strobes replaced and top bar light was repaired

Special Details / Projects / Notifications

Notifications

- Upcoming EMT/Fire Classes - All classes at Station 55-1, starting at 9 am
 - 6/20/13 - Summer Emergencies
 - 7/18/13 - Triage Review
 - 8/15/13 - Emergency Incident Rehab

Submitted by
Lt. Mark Reynolds



Jackson Mills Volunteer Fire Company No. 1

Station 54

465-B North County Line Road
Jackson, NJ 08527 • 732-928-1128

CHIEF'S REPORT

JUNE 2013

RUNS FOR THE YEAR 179

SCHOOLS EMT School the member pays first and if they pass does the commissioners reimburse

Ray Torres has completed Pump School I am submitting a bill

Rich Marerro has completed his train the trainer ice rescue class

Drivers Bob Booth has completed 15hrs of driver training with 5405, Chief Haskins has cleared him

To drive full time with 5405 and can Bob Booth be added to your drivers list for 5405 only.

DRILLS June 24,2013 at 1900hrs at Station 1 is a back to the basics drill which includes

Roof ventilation,search and rescue, forcible entry and ladder raises

July 15,2013 at 1900hrs at mercer county fire academy live burn

EQUIPMENT The ripped liner for the new sterns ice rescue suit was replaced.

The RIT PAK has been shipped.

The epic mask voice amplifier company made new and approved models that cost

\$20.00 more per unit they are not making the old style anymore. I am looking for your

Approval to give them the OK to order the new models.

For the drill in June we will need to purchase 10- ½" x 4'x8' plywood and the same for July



Jackson Mills Volunteer Fire Company No. 1

Station 54

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VEHICLES I went over the list of minor repairs needed for all apparatus and most repairs have been made. I will be using 5400 vehicle and Ray Sheehan will be using 5410 vehicle until Chief Haskins returns to duty.

Respectfully submitted

A handwritten signature in black ink, appearing to read "D/C Michael Lubertazzi".

D/C Michael Lubertazzi