

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

Minutes of Meeting Held  
July 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 Vice Chairman John Sherry at 8:00 pm. Commissioners Allmann, Leonard, Sherry and Board Attorney Youssouf were present. Commissioners Bollentin and Byrnes were absent. All participated in the Pledge of Allegiance. A moment of silence in memory of Bill Ship was observed.

*Schat*

**Minutes** – Commissioner Allmann motioned to approve the minutes of the June 13, 2013 General Meeting (a copy of which is attached and incorporated herein by reference) as presented, 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 July 11, 2013 was read by Commissioner Allmann. Commissioner Leonard motioned to approve payment of the bills as presented seconded by Commissioner Allmann. Motion passed by unanimous consent.

**Legal Report** – Board Attorney Youssouf distributed copies of the resolution that was passed in Title at last month's meeting declaring the command center from the Tahoe unused property and conveyed it to the Whiting Volunteer Fire Company. The Resolution was attached to the June 13, 2013 minutes. Commissioner Allmann motioned to accept the Resolution appointment Yezzi & Associates Project Architects for the renovation and modification of the firehouse ( a copy of which is attached and incorporated herein by reference), seconded by Commissioner Leonard. Motion passed by unanimous consent. Board Attorney Youssouf outlined the function of the Houston-Galveston co-op, how it works and how it could benefit JTFD #4. Their website is HGACbuy.com. Multiple districts that he represents belong to the co-op and he recommends that the district participate in it. Commissioner Allmann motioned to approve the Resolution authorizing JTFD#4 to participate in HGACbuy.com, seconded by Commissioner Leonard. Motion passed by unanimous consent. Contacts will be needed on the application: Commissioner Sherry will be the Board representative contact and Brian Ruditsky will be the fire company representative contact for the application. Initial application fee is approximately \$2,500.00. Board Attorney Youssouf recommended that someone contact Pierce and advise them that JTFD#4 is interested in purchasing a Pierce vehicle and to start preparing the paperwork.

**Truck & Building/Career Department Report** – read by Commissioner Sherry (a copy of which is attached and incorporated herein by reference). Work order was submitted last year for the air-conditioning at Station #2. After discussion, Lt. Reynolds was advised to get prices.

**Chief's Report** – President Trask O'Hara read Deputy Chief Lubertazzi's written report in his absence (a copy of which is attached and incorporated herein by reference) and reviewed it with the Board.

- a. Commissioner Allmann motioned to spend up to \$100 for feeding of Station #55 while they standby on July 15 2013, seconded by Commissioner Leonard. Motion passed by unanimous consent.
- b. Commissioner Leonard motioned to approve spending up to \$500 to stock the rehab trailer with beverages and associated supplies, seconded by Commissioner Allmann. Motion passed by unanimous consent.
- c. Are rehabilitation costs during training included – They will monitor the supplies to see how they are handled

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

- a. Two applications for returning members were presented: Christopher Locklear (Fire I certified) and Joe Barth (needs Fire 1 certification) (both were present – Trask O'Hara did not have the applications on him. He will bring them in.).
- b. Renting out Kitchen: Fire company has person who wants to rent out to kitchen facility on a daily basis (Monday - Thursday, 3 to 4 hours per day). He carries 2 million of his own insurance. Agreement would be month to month. Board Attorney Youssouf advised that per the terms of the Fire Service Agreement, the company could rent it out. Commissioner Sherry highly recommends that the Fire Company runs a background check on the renter.
- c. FSA – The Board has not made a counteroffer. Due to Commissioner Byrnes absence, the Board was reluctant to discuss. Commissioner Sherry advised that they will call each other to schedule a meeting at a later date.
- d. Fire Company Picnic – August 10, 2013. They are getting ready at Station #2 for the event. Commissioners were invited to attend.
- e. Telephone Poles – Fire Company asked for permission to install two telephone poles over to the side at no cost to the Board. Cable to be installed between the poles for games. Poles to be sunk 5 feet into the ground. Board had no objection to the project.
- f. Trees – overgrown on West Commodore side. Lt. Reynolds was directed to have them trimmed.
- g. Fire Calls – Commissioner Allmann is still not receiving pages for fire calls. They will work on the issue.
- h. E-Dispatch: It was reported that the fire company no longer uses E-Dispatch. Commissioner Leonard motioned to terminate E-Dispatch, seconded by Commissioner Allmann. Motion passed by unanimous consent.

**Fire Bureau:** Report (part of the aforementioned Career Department Report) reviewed by Fire Official Burmeister with the Board. Computer issues developed today and he is working on that.

**Work Orders:** None

**Old Business/Correspondence:**

**Correspondence:**

- a. Lincoln Financial: Document was presented for Commissioner Leonard's signature;
- b. Whiting Volunteer Fire Company sent a thank you letter for the donation of the command box.

**Old Business:**

- a. Roof issues: It was reported that the architect is working with the roofer to resolve the outstanding issues. Bond will be pulled soon if it is not completed in a satisfactory manner.
- b. Duplicate Payment: Commissioner Allmann to work on the duplicate payment for refrigeration repairs.

**New Business:** - None

**Public Session:**

The Board was asked if a decision has been made as to what vehicle is being replaced. No decision has been made yet. New flares that last for 12 hours – stand included were shown. Price list was not included. Commissioner Allmann motioned to purchase 2 cases, seconded by Commissioner Leonard. Motion passed by unanimous consent. Commissioner Allmann instructed the fire company to call the board before the two cases are ordered to confirm the price. Question was asked if there is sufficient gear and supplies for new members. If gear is needed, come to the Board.

**Executive Session:** None

**Adjournment:** With no other business to come before the Board, Commissioner Allmann motioned to accept the Resolution to adjourn the meeting, seconded by Commissioner Leonard. Motion passed by unanimous consent. Meeting adjourned at 8:50 p.m.

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

**BOARD OF FIRE COMMISSIONERS, DISTRICT 4**  
**AGENDA AND MEETING NOTES**

July 11, 2013

*BILL SHART*

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

6/13/13

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO. 4 JACKSON TOWNSHIP APPOINTING  
YEZZI & ASSOCIATES PROJECT ARCHITECTS FOR THE  
RENOVATION AND MODIFICATION OF THE FIREHOUSE**

**WHEREAS;** The Board of Fire Commissioners has determined that it has need for the services of a architectural firm to prepare plans and specifications for the renovation and modification of the District firehouse; and

**WHEREAS;** Yezzi & Associates is an architectural firm licensed in the State of New Jersey having offices at 18 Washington Street Toms River, N.J. which employs architects licensed to practice in the State of New Jersey; and

**WHEREAS;** N.J.S.A.40A:11-5.1 (a) (i) provides that a contract for Professional Services may be negotiated and awarded without public advertising for bids and bidding therefor; and

**WHEREAS;** Architectural services are by definition "Professional Services" and a contract for such services may be awarded without public bidding.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Board of Fire Commissioners of Fire District No.4 Jackson Township that a contract for professional services is hereby awarded to Yezzi & Associates for the above specified project.

**BE IT FURTHER RESOLVED** that a notice of this contract award be published in the official newspaper of the District and that a certified true copy of this Resolution be forwarded to Yezzi & Associates by the Clerk of the Board.

Moved by: *Allmann*

Seconded by: *Leonard*

Roll Call Vote:

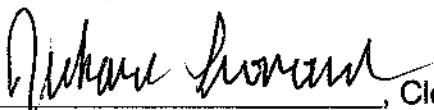
*Allmann*  
*Leonard*  
Ayes: *Sherry*

Nays: *Ø*

*Bollentin*  
Absent: *Byrnes*

Abstain: *Ø*

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

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

1:45 PM

07/10/13

Accrual Basis

# Jackson Township Fire District No 4

## Cash Balances

As of July 11, 2013

	Jul 11, 13	
	Debit	Credit
1009 · Shore Community Operating	184,076.27	
1011 · Shore Community Payroll	34,722.23	
1012 · Shore Community Fire Bureau	35,787.24	
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	
<b>TOTAL</b>	<b><u>1,308,565.49</u></b>	<b><u>0.00</u></b>

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

	Jan 1 - Jul 11, 13	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
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	397.11	2,500.00	(2,102.89)
4300 · Sale of assets	2,001.00	0.00	2,001.00
4750 · Bureau of Fire Prevention Incm	16,062.79	14,000.00	2,062.79
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)
<b>Total Income</b>	<b>332,092.23</b>	<b>2,012,215.00</b>	<b>(1,680,122.77)</b>
<b>Expense</b>			
5110 · Salaries - Commissioners	0.00	20,000.00	(20,000.00)
5120 · Salaries - Secretary	1,575.00	2,800.00	(1,225.00)
5210 · Elections	2,811.19	1,500.00	1,311.19
5220 · Office Expense	5,099.68	10,500.00	(5,400.32)
5230 · Professional Services	23,413.50	87,500.00	(64,086.50)
5260 · Bond Agent	0.00	1,500.00	(1,500.00)
6110 · Salaries & Wages - Fire Lt.	49,233.62	103,240.00	(54,006.38)
6120 · Salaries - Full Time Fire	80,276.71	166,220.00	(85,943.29)
6130 · Salaries - Fire Official	17,872.00	37,700.00	(19,828.00)
6140 · Salaries - Firefighter Overtime	8,373.69	40,000.00	(31,626.31)
6180 · Payroll Taxes	12,249.92	29,700.00	(17,450.08)
6185 · Employer Pension Contribution	51,569.00	51,569.00	0.00
6190 · Fringe Benefits	52,680.23	80,448.00	(27,767.77)
6210 · Insurance	70,318.06	95,000.00	(24,681.94)
6220 · Advertising	182.50	2,000.00	(1,817.50)
6310 · Maintenance & Repairs	50,785.84	127,000.00	(76,214.16)
6410 · Supplies	15,963.86	30,000.00	(14,036.14)
6415 · Fire Prevention	0.00	5,000.00	(5,000.00)
6510 · Utilities	26,736.69	60,000.00	(33,263.31)
6515 · Hydrant Rent	30,485.00	65,000.00	(34,515.00)
6610 · Misc. Firefighter Expenses	7,854.29	15,000.00	(7,145.71)
6611 · Training	14,039.69	24,000.00	(9,960.31)
6615 · Gear - Fire Company	18,458.32	20,000.00	(1,541.68)
6625 · Joint District Expenses	650.00	50,000.00	(49,350.00)
6630 · Building Rennovations/Equipment	16,035.30	20,000.00	(3,964.70)
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	40,000.00	40,000.00	0.00
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)
<b>Total Expense</b>	<b>683,172.25</b>	<b>1,362,215.00</b>	<b>(679,042.75)</b>
<b>Net Ordinary Income</b>	<b>(351,080.02)</b>	<b>650,000.00</b>	<b>(1,001,080.02)</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
8054 · Capital	0.00	650,000.00	(650,000.00)
<b>Total Other Expense</b>	<b>0.00</b>	<b>650,000.00</b>	<b>(650,000.00)</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>(650,000.00)</b>	<b>650,000.00</b>
<b>Net Income</b>	<b>(351,080.02)</b>	<b>0.00</b>	<b>(351,080.02)</b>

1:45 PM  
 07/10/13  
 Accrual Basis

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

Type	Date	Num	Name	Memo	Debit	Credit
<b>1009 - Shore Community Operating</b>						
Check	7/11/2013	2780	Trendway Corporation	PO 5428		916.08
Check	7/11/2013	2781	Jerry's Autobody, LLC	PO 5458		35.04
Check	7/11/2013	2782	JCP&L	PO 5442		2,984.98
Check	7/11/2013	2783	Family Practice of Centrastate	PO 5468		460.00
Check	7/11/2013	2784	Waste Management	PO 5467		297.24
Check	7/11/2013	2785	Kelly Kilowatt Electric Compa...	PO 5466		1,825.00
Check	7/11/2013	2786	Verizon	PO 5465		323.71
Check	7/11/2013	2787	Affordable Pumping Services	PO 5463		600.00
Check	7/11/2013	2788	Sprint	PO 5462		183.31
Check	7/11/2013	2789	Watchung Spring Water	PO 5461		4.99
Check	7/11/2013	2790	Toms River Fire Academy	PO 5469		100.00
Check	7/11/2013	2791	State of New Jersey Dept of ...	PO 5471		397.00
Check	7/11/2013	2792	National Center for Safety Ini...	PO 5470		107.00
Check	7/11/2013	2793	Blaze Emergency Equipment...	PO 5472		7,933.95
Check	7/11/2013	2794	Universal Premium	PO 5473		2,717.54
Check	7/11/2013	2795	Cablevision	PO 5475		149.69
Check	7/11/2013	2796	Jersey Coast Equipment	PO 5476		285.30
Check	7/11/2013	2797	County Line hardware	PO 5477		114.13
Check	7/11/2013	2798	New Jersey Casualty Ins Co.	PO 5478		4,522.00
Check	7/11/2013	2799	Seacoast Accounting, LLC	PO 5479		1,960.00
Check	7/11/2013	2800	Susan L Oksen-Pereira	PO 5480		225.00
Check	7/11/2013	2801	ACCU Copy	PO 5482		90.00
Check	7/11/2013	2802	Staples Credit Plan	PO 5481		191.64
Check	7/11/2013	2803	State of New Jersey Div of P...	PO 5484		110.24
Check	7/11/2013	2804	Contact of Ocean and Monm...	PO 5483		580.00
Check	7/11/2013	2810	Embroider Me	PO 5485		720.00
Check	7/11/2013	2811	Reliable Office Supplies	PO 5486		82.76
Check	7/11/2013	2812	John Burmeister Jr.	PO 5487		6.31
Check	7/11/2013	2814	Board of Fire Commissioner'...	PO 5488		7,608.40
Total 1009 - Shore Community Operating						
					0.00	35,531.31
<b>TOTAL</b>					<b>0.00</b>	<b>35,531.31</b>





# JACKSON MILLS VOLUNTEER FIRE COMPANY NO. 1

## STATION 54

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



### CHIEF'S REPORT

JULY 2013

Chief Haskins is home doing well. He hopes to be back on August 1<sup>st</sup>.

RUNS FOR THE YEAR 208

SCHOOLS Steve Linde and Joe Mandola will be starting F/F I Class in August.

I will be leaving for Baltimore on Thursday July 25, 2013 to attend the Firehouse Magazine Training seminars and expo.

DRILLS July 15, 2013 at 1900hrs at Mercer County fire academy live burn Drill.

Station 55 will be standing by in our firehouse on Countyline rd.

EQUIPMENT Al Chelli cut his turnout pants with the chain saw on Monday, Mark is aware.

VEHICLES I went over the list of minor repairs needed for all apparatus and most repairs have been made.

CALLS We had a structure fire at 1 Elena Dr. everyone performed to the best of their ability.

No injuries or incidents were reported.

We responded to 2 separate MVA with entrapment and we had removed all victims

In a timely fashion.

REHAB Jack had asked me to go to Sams Club and stock up the rehab trailer. I am asking

Is there a budget for rehab? And do I have Board approval to make such purchase.

Respectfully submitted

A handwritten signature in black ink, appearing to read 'D/C Michael Lubertazzi', is written over the typed name.

D/C Michael Lubertazzi

Board of Fire Commissioners Career Dept  
July 11, 2013

**FIRE & EMS Calls**

- Year to Date – Career Dept. Runs
  - Fire Calls – 65
  - EMS Calls - 169

**Fire Prevention**

Inspections: 31  
Re-inspection: 17  
Fines: 1 @ \$331.00  
Permits: 1 @ \$42.00  
Plans: 1 – Jackson Park, North County Line Rd  
Pre Plans:  
Invests: 1 – Basement fire, Turned over to OC Fire Marshall's office

**Building Report**

**Station 1:**

- Office renovation are complete
- Warshaur Electric ordered parts for house generator
- General housekeeping and weekly cleaning was conducted

**Station 2:**

- Warshaur Electric will be scheduling generator service
- General housekeeping and weekly cleaning was conducted

**NOTE**

Order for janitorial supplies will be picked up Friday, July 12, 2013, from T&B Services.

Board of Fire Commissioners Career Dept  
July 11, 2013

**Trucks and Equipment**

Unit 5405

- New hydraulic reel is on order, old reel could not be repaired
- Unit is scheduled for service next week

Unit 5407

- Unit was serviced

Unit 5419

- Unit is scheduled for service next week

Unit 5421

- Relief valve was rebuilt

**Special Details / Projects / Notifications**

**Notifications**

- Upcoming EMT/Fire Classes - All classes at Station 55-1, starting at 9 am
  - 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  
August 8, 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. Commissioners Allmann, Leonard, Sherry and Board Attorney Youssouf were present. Commissioner Byrnes was absent. All participated in the Pledge of Allegiance. A moment of silence in memory of Mr. Poppy was observed. Board Attorney Youssouf announced that the Board did have a quorum.

**Minutes** - Commissioner Sherry made a correction to the July 11, 2013 minutes (under Call to Order, p 1 it should read *Bill Schaf*). Commissioner Leonard motioned to approve the minutes of the July 11, 2013 General Meeting (a copy of which is attached and incorporated herein by reference) as corrected, seconded by Commissioner Sherry. Motion passed by majority vote with Commissioner Bollentin abstaining due to his absence.

**Treasurer's Report** -The report and bill list (a copy of which is attached and incorporated herein by reference) as of August 8, 2013 was read by Commissioner Allmann. Payment to the Township of Jackson DPW in the amount of \$2,600. will be held since no receipts were provided. Township holding second quarter tax check. Cheryl is expecting to receive it soon. Commissioner Sherry motioned to approve payment of the bills as presented with the one exception previously noted, seconded by Commissioner Leonard. Motion passed by unanimous consent.

**Legal Report** -Board Attorney Youssouf distributed a copy of a Resolution authorizing JTFD #4 member participation in the Houston-Galveston Area Council Cooperative Purchasing System. He asked that the Motion be amended to read "Ocean County" (p1, para #4). Commissioner Allmann motioned to approve the amended Resolution, seconded by Commissioner Sherry. Motion passed by unanimous consent. Board Attorney Youssouf advised that another Middlesex County district is participating in the Middlesex County Educational Lease Purchase agreement with a very good rate (1.25%) on the lease. He advised that there might be other organizations out there that give you a better deal. Board Attorney Youssouf will fax over an amended Resolution for signatures. Board Attorney Youssouf read a letter from the career staff asking that preliminary contract negotiations begin. A copy of the letter is attached and incorporated herein by reference. Career staff representatives for negotiations will be Firefighters Leonard and Alicia. Commissioners Allmann and Byrnes were appointed to represent the Board in contract negotiations with the

career staff. Board negotiating team members will arrange the time of meeting with the union representatives.

**Truck & Building/Career Department Report** – read by Commissioner Sherry (a copy of which is attached and incorporated herein by reference). Firefighter Leonard advised that both generators were service. He would like to explore service contracts for each building and have them pre-signed for the following year. This way there will be no surprises. After discussion, he was directed to obtain proposals from contractors that service generators. Roof repairs remain on Firefighter Leonard's open list. Issues with leaks with respect to the gutters. Firefighter Leonard found a contractor to come out and repair the gutter leak issue at a cost of \$400. Commissioner Allmann motioned to approve hiring the contractor for \$400 to repair the gutter leak issue, seconded by Commissioner Sherry. Motion passed by unanimous consent. Discussion regarding the coping damaged by Coffey. Firefighter Leonard obtained prices to repair the coping that was damaged by Coffey: Coffey \$11,700; JDS: \$14,400; Design Construction: \$12,850. Commissioner Allmann to contact the architect tomorrow. Commissioner Leonard was asked what was being done with the pre-planning. Firefighter Leonard will advise Lt. Reynolds and will have him get in touch with Commissioner Leonard.

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

- a. Bailout Training – Including Gil Frank/RPI Training Coordinator handout (a copy of which is attached hereto and incorporated herein by reference) ; after discussion the Board directed the Deputy Chief Lubertazzi to do some more research (ie: would it be more cost effective to send someone to get certified to be a trainer rather than paying someone to come in and do the training, props, etc.).
- b. Safety Vests - Attachment to Chief's report (a copy of which is attached and incorporated herein by reference) was distributed to the Board. Additional safety vests are needed so each seat on every apparatus will have a vest (35 vests will outfit every seat in every apparatus). After discussion, Commissioner Allmann motioned to approve the purchase of 35 safety vests not to exceed \$800, seconded by Commissioner Leonard. Motion passed by unanimous consent. All were reminded that the only people authorized to order items are: Lt. Reynolds, Cheryl or Firefighter Leonard.
- c. 2014 Budget requests - due to the Board by October 1, 2013.
- d. Glow sticks were picked up today
- e. Review of Purchase Procedure: Purchase order request, approved by Board, order then goes to Lt. Reynolds for purchasing.
- f. Commissioner Sherry said that the fire company did a fantastic job for National Night out.

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

- a. Fire Company picnic at Station 2 to be held on Saturday. Food will be provided. BYOB and drink responsibly. Chairman Bollentin asked that the company monitor any drinking.

- b. Associate Member application will be submitted to the Board at the September 2013 meeting
- c. Men's room door is split down the side – Firefighter Leonard will look at it
- d. Millstone Township asked if they can borrow the fire extinguisher demonstration kit on September 22, 2013. Board is in agreement, inventory list will be provided to them.
- e. Building maintenance Meeting – proposed for September 19, 2013 after 5 pm. President O'Hara will confirm with Commissioner Allmann.

**Fire Bureau:** Report (part of the aforementioned Career Department Report) reviewed by Fire Official Burmeister with the Board. Commissioner Allmann motioned to approve the expenditure of up to \$1,500 for Fire Prevention Supplies for school demonstrations, Open House, etc., seconded by Commissioner Sherry. Motion passed by unanimous consent.

**Work Orders:** Commissioner Bollentin will come down and review the book with Lt. Reynolds

**Old Business/Correspondence:**

**Correspondence:**

- a. State Check in the amount of \$27,887.68 was received (Storm reimbursement – Sandy).

**Old Business:**


- a. Company physicals – notifications are going out monthly. Cheryl to call the doctor's office to review the criteria that JTFD #4 wants carried out. Physicals should be done every year.

**New Business:** None

**Public Session:** None

**Executive Session:** None

**Adjournment:** With no other business to come before the Board, Commissioner Allmann motioned to accept the Resolution to adjourn the meeting, seconded by Commissioner Sherry. Motion passed by unanimous consent. Meeting adjourned at 8:55 p.m.

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

**BOARD OF FIRE COMMISSIONERS, DISTRICT 4**  
**AGENDA AND MEETING NOTES**

August 8, 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

1:59 PM

08/08/13

Accrual Basis

# Jackson Township Fire District No 4

## Cash Balances

As of August 8, 2013

	Aug 8, 13	
	Debit	Credit
1009 · Shore Community Operating	122,786.69	
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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	
<b>TOTAL</b>	<b>1,256,708.64</b>	<b>0.00</b>



1:59 PM  
 08/08/13  
 Accrual Basis

Jackson Township Fire District No 4  
**Treasurer Report**  
 As of August 8, 2013

Type	Date	Num	Name	Memo	Debit	Credit	
<b>1009 - Shore Community Operating</b>							
Check	8/8/2013	2815	TSVP Janitorial Services	PO 5489		664.00	
Check	8/8/2013	2816	Rich Leonard	PO 5490		14.74	
Check	8/8/2013	2817	John Burmeister Jr.	PO 5491		170.00	
Check	8/8/2013	2818	Good Mowin'	PO 5492		1,070.00	
Check	8/8/2013	2819	Reliable Office Supplies	PO 5493		23.47	
Check	8/8/2013	2820	T & B Specialities, Inc.	PO 5494		1,915.30	
Check	8/8/2013	2821	Watchung Spring Water	PO 5495		4.99	
Check	8/8/2013	2822	Blaze Emergency Equipme...	PO 5496		5,923.55	
Check	8/8/2013	2824	Sprint	PO 5498		176.74	
Check	8/8/2013	2825	Emergency Medical Produc...	PO 5499		959.82	
Check	8/8/2013	2826	Asbury Park Press	PO 5500		149.50	
Check	8/8/2013	2827	Waste Management	PO 5501		298.15	
Check	8/8/2013	2828	Safe & Secure Security Sys...	PO 5502		383.40	
Check	8/8/2013	2829	Warshauer Generator, LLC	PO 5503		306.70	
Check	8/8/2013	2830	C & T Lawn Sprinkler	PO 5504		305.00	
Check	8/8/2013	2831	MES	PO 5505		592.00	
Check	8/8/2013	2832	Jackson Mills Fire Company	PO 5506		1,086.94	
Check	8/8/2013	2833	Kelly Kilowatt Electric Com...	PO 5507		150.00	
Check	8/8/2013	2834	NJNG	PO 5508		182.15	
Check	8/8/2013	2835	Township of Jackson DPW	PO 5509		2,600.00	
Check	8/8/2013	2836	Verizon	PO 5511		323.71	
Check	8/8/2013	2846	Home Depot	PO 5510		594.30	
Check	8/8/2013	2837	NFPA	PO 5512		2,097.90	
Check	8/8/2013	2838	JCP&L	PO 5513		1,664.91	
Check	8/8/2013	2839	Galls, An Aramark Co	PO 5515		103.60	
Check	8/8/2013	2840	Seacoast Accounting, LLC	PO 5516		1,995.00	
Check	8/8/2013	2841	Susan L Oksen-Pereira	PO 5517		225.00	
Check	8/8/2013	2842	NFPA	PO 5518		300.00	
Check	8/8/2013	2847	Family Practice of Contrast...	PO 5497		1,160.00	
Check	8/8/2013	2843	Board of Fire Commissione...	PO 5519		7,765.90	
Check	8/8/2013	2844	New Jersey Casualty Ins Co.	PO 5520		4,522.00	
Check	8/8/2013	2845	Holmes & MCDowell	PO 5521		8,130.00	
Check	8/8/2013	2848	Mark Reynolds	PO 5522		240.00	
Check	8/8/2013	2849	Cablevision	PO 5475		149.69	
Check	8/8/2013	2850	Skywire Media	PO 5524		399.00	
Check	8/8/2013	2851	Jackson Mills Fire Company	PO 5525		1,259.34	
Check	8/8/2013	2852	Raymond Sheehan			81.31	
Check	8/8/2013	2853	Warshauer Generator, LLC	PO 5429		1,308.43	
Total 1009 - Shore Community Operating						0.00	49,296.54
<b>TOTAL</b>						<b>0.00</b>	<b>49,296.54</b>

**Jackson Township Fire District No 4**  
**Profit & Loss Budget vs. Actual**  
January 1 through August 8, 2013

	<u>Jan 1 - Aug 8, 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
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	416.93	2,500.00	(2,083.07)
4300 · Sale of assets	2,001.00	0.00	2,001.00
4750 · Bureau of Fire Prevention Incm	18,228.04	14,000.00	4,228.04
4800 · Other Income	32,871.68	10,000.00	22,871.68
4910 · Restricted Fund Balance	0.00	480,000.00	(480,000.00)
4920 · Unreserved Fund Balance	0.00	50,000.00	(50,000.00)
<b>Total Income</b>	<b>362,164.98</b>	<b>2,012,215.00</b>	<b>(1,650,050.02)</b>
<b>Expense</b>			
5110 · Salaries - Commissioners	0.00	20,000.00	(20,000.00)
5120 · Salaries - Secretary	1,800.00	2,800.00	(1,000.00)
5210 · Elections	2,811.19	1,500.00	1,311.19
5220 · Office Expense	5,486.93	10,500.00	(5,013.07)
5230 · Professional Services	25,408.50	87,500.00	(62,091.50)
5260 · Bond Agent	0.00	1,500.00	(1,500.00)
6110 · Salaries & Wages - Fire Lt.	61,145.30	103,240.00	(42,094.70)
6120 · Salaries - Full Time Fire	99,747.95	166,220.00	(66,472.05)
6130 · Salaries - Fire Official	21,562.00	37,700.00	(16,138.00)
6140 · Salaries - Firefighter Overtime	12,352.79	40,000.00	(27,647.21)
6180 · Payroll Taxes	10,556.55	29,700.00	(19,143.45)
6185 · Employer Pension Contribution	51,569.00	51,569.00	0.00
6190 · Fringe Benefits	60,024.33	80,448.00	(20,423.67)
6210 · Insurance	82,970.06	95,000.00	(12,029.94)
6220 · Advertising	332.00	2,000.00	(1,668.00)
6310 · Maintenance & Repairs	62,812.22	127,000.00	(64,187.78)
6410 · Supplies	19,955.62	30,000.00	(10,044.38)
6415 · Fire Prevention	0.00	5,000.00	(5,000.00)
6510 · Utilities	29,532.04	60,000.00	(30,467.96)
6515 · Hydrant Rent	30,485.00	65,000.00	(34,515.00)
6610 · Misc. Firefighter Expenses	11,646.16	15,000.00	(3,353.84)
6611 · Training	16,766.61	24,000.00	(7,233.39)
6615 · Gear - Fire Company	19,153.92	20,000.00	(846.08)
6625 · Joint District Expenses	807.50	50,000.00	(49,192.50)
6630 · Building Rennovations/Equipment	16,035.30	20,000.00	(3,964.70)
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	40,000.00	40,000.00	0.00
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)
<b>Total Expense</b>	<b>769,469.13</b>	<b>1,362,215.00</b>	<b>(592,745.87)</b>
<b>Net Ordinary Income</b>	<b>(407,304.15)</b>	<b>650,000.00</b>	<b>(1,057,304.15)</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
8054 · Capital	0.00	650,000.00	(650,000.00)
<b>Total Other Expense</b>	<b>0.00</b>	<b>650,000.00</b>	<b>(650,000.00)</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>(650,000.00)</b>	<b>650,000.00</b>
<b>Net Income</b>	<b>(407,304.15)</b>	<b>0.00</b>	<b>(407,304.15)</b>

8/8/13

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO.4 JACKSON TOWNSHIP AUTHORIZING  
MEMBER PARTICIPATION IN THE HOUSTON-GALVAESTON  
AREA COUNCIL COOPERATIVE PURCHASING SYSTEM**

**WHEREAS;** P.L. 2011, c. 139 allows contracting units to enter into agreements with state, regional, or single government agencies that award contracts for its own use and is authorized under its own laws to extend those contracts to other government agencies; and

**WHEREAS;** The Houston-Galveston Area Council, hereinafter referred to as the HGAC-Buy, has offered voluntary participation in a Cooperative Purchasing System for the purchase of goods and services; and

**WHEREAS;** It is the desire of the Board of Fire Commissioners of Fire District No.4 Jackson Township to join the HGAC-Buy Cooperative Purchasing System to purchase goods and/or services, to make the procurement process more efficient and to provide cost savings to Fire District No.4 Jackson Township.

**NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF  
FIRE COMMISSIONERS OF FIRE DISTRICT NO.4 JACKSON TOWNSHIP,  
COUNTY OF <sup>Ocean</sup> ~~MONMOUTH~~, STATE OF NEW JERSEY,** as follows:

1. That the Board of Fire Commissioners of Fire District No.4 Jackson Township does hereby authorize the Chairman of the Board to enter into agreement and the Fire District No.4 to participate in the HGAC-Buy Cooperative Purchasing System.

2. That the Board of Fire Commissioners shall be responsible to ensure that the goods and/or services procured through the system comply with all applicable laws of the State of New Jersey, the Local Public Contracts Law N.J.S.A. 40A:11-1 et. seq. and all other provisions of the Administrative Code of the State of New Jersey.

3. This Resolution shall take effect immediately upon passage.

Moved by: *Allmann*

Seconded by: *Sherry*

Roll Call Vote:

Ayes: *Allmann*  
*Bollenstin*  
*Leonard*  
*Sherry*      Nays:  $\emptyset$       Absent: *Bynes*      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 8<sup>th</sup> day of August, 2013.

*Richard J. J. J.* Clerk



# JACKSON MILLS VOLUNTEER FIRE COMPANY NO. 1

## STATION 54

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



### CHIEF'S REPORT

AUGUST 2013

Chief Haskins is home doing well. He hopes to be back on August 21<sup>st</sup>.

RUNS FOR THE YEAR 266

SCHOOLS Steve Linde and Joe Mandola will be starting F/F I Class on August 24<sup>th</sup>  
At Toms River Fire Academy.

I have attended seminars in Baltimore and it was a successful trip.

DRILLS August 26, 2013 at 1900hrs at station 2 we will be conducting a Paratech drill  
*November* September 28, 2013 at 1900hrs at an Academy *Mercer County* TBA. Station 55 will be standing by.

October 21, 2013 at 1900hrs at Station 1 RCI Bail Out lecture.

October 27, 2013 at 0900hrs at Station 1 at 0900hrs Bail Out Hands on training

\*\*\*\* With the approval of the Board see attached. \*\*\*\*

2013 Fit Test is in progress

2013 National Night Out was a huge success

EQUIPMENT Al Chelli cut his turnout pants with the chain saw, Mark is aware. Also

Trask O'Hara 's gear was contaminated with blood

We need to purchase more Safety Vests for all riding seats of every apparatus

See attached

VEHICLES I went over the list of minor repairs needed for all apparatus and most repairs have been made.



# JACKSON MILLS VOLUNTEER FIRE COMPANY NO. 1

## STATION 54

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



Budget We have started to gather information on next year's budget

REHAB We restocked the REHAB Trailer on friday

Respectfully submitted

*D/C Michael Lubertazzi*  
D/C Michael Lubertazzi

Board of Fire Commissioners Career Dept  
August 8, 2013

**FIRE & EMS Calls**

- Year to Date – Career Dept. Runs
  - Fire Calls – 79
  - EMS Calls - 189

**Fire Prevention**

Inspections:	28
Re-inspection:	12
Fines:	1 @ \$ 400.00
Permits:	0
Plans:	3 – Jackson Park (N. County Line Rd), Residential (Sunset Dr.) Jackson Woods Welcome Center (East Commodore)
Pre Plans:	progress
Invests:	0

**Building Report**

**Station 1:**

- House generator is up and working, parts for timer still on order
- General housekeeping and weekly cleaning was conducted

**Station 2:**

- Warshaur Electric completed generator service
- General housekeeping and weekly cleaning was conducted

Board of Fire Commissioners Career Dept  
August 8, 2013

**Trucks and Equipment**

Unit 5405

- New hydraulic reel was installed and unit was serviced

Unit 5407

- Unit lost brakes and new right rear caliber was installed

Unit 5408

- Engine stop cable was replaced

Unit 5411

- Unit had minor light repairs and Arrowstick bulbs are on order

Unit 5417

- Unit had minor electric repairs and bulbs were replaced

Unit 5419

- New batteries and auto eject was installed
- Unit is schedule on 8/9/13 for storm damage repair at Jerry's Auto

Unit 5421

- Engine brake and exhaust was repaired

Unit 5427

- Headlight is out and new headlight is on order

**Special Details / Projects / Notifications**

**Notifications**

- Pump Certifications were completed
- All SCBA were tested and re-certified
  
- Upcoming EMT/Fire Classes - All classes at Station 55-1, starting at 9 am
  - 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  
September 12, 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. Commissioners Allmann, Bollentin, Byrnes, Leonard, Sherry and Board Attorney Youssouf were present. All participated in the Pledge of Allegiance.

**Minutes** –Commissioner Allmann motioned to approve the minutes of the August 8, 2013 General Meeting as presented, seconded by Commissioner Sherry. Motion passed by majority vote with Commissioner Byrnes abstaining due to his absence.

**Treasurer's Report** –The report and bill list (a copy of which is attached and incorporated herein by reference) as of September 12, 2013 was read by Commissioner Allmann. Commissioner Leonard motioned to approve payment of the bills as presented seconded by Commissioner Sherry. Motion passed by majority vote with commissioner Allmann abstaining from the MUA payment and the East Coast Sheet Metal payment.

**Legal Report** –Board Attorney Youssouf reviewed the election cycle and budget dates with the Board. Election date will be February 15, 2014 and the budget is to be finalized at the January 2014 meeting. Nominating petitions for the position of fire commissioner are due 28 days prior to the election. Commissioners Byrnes and Allmann are up for re-elections (two three-year terms will be available). Board Attorney Youssouf to prepare nominating petitions for the next Board meeting. Budget documents from last year are to be used again. To date, there has been no change to the budget documents. Budget is introduced in December and the hearing is to be in January. Capital expenditures for 2014: there may be a pole barn for station #2. Board Attorney Youssouf needs to know that information so it can be put on the ballot.

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

**Chief's Report** –Chief Haskins verbally reported the following to the Board:

- a. 308 calls to date;
- b. Working on the budget for 2014 – will be ready for October 1, 2013
- c. Asked permission for ladder truck to go to Millstone on September 28, 2013 for their anniversary. Commissioner Sherry said that he would go with the truck.

- d. Asked permission for 5400 to go to Wildwood on Saturday. Commissioner Bollentin said he had no problem with the vehicle going;
- e. Civil Rights Class: Board Attorney Youssouf said that once a year is good for the class to be given. Board has the tapes for the class;
- f. 5411 went to Burlington for mutual aid. Gas receipt was submitted to the Board;
- g. Bailout training handout was distributed to the Board (a copy of the handout is attached and incorporated herein by reference). After discussion, Commissioner Sherry motioned to table the discussion on the bailout handout until Deputy Chief Lubertazzi is available to answer questions for the Board, seconded by Commissioner Leonard;
- h. Water Safety Class/Rich Romero: Rich Romero was present to answer questions. Chief wants to start a Water/Ice Rescue program at Station #54. There are rapid water areas in man-made damns in Jackson Township that qualify for swift water rescues. Course was taken in June, he is certified to be a trainer for Water Rescue.
- i. #5421 is down at Seaside for the boardwalk fire. It is scheduled to be there through tomorrow night. Commissioner Byrnes suggested that supervision should be on the truck at all times. It was further suggested that an officer be sent with the relief crew. Chief said it was his intention.

**President's Report:** None (absent)

**Fire Bureau:** Report (part of the aforementioned Career Department Report) reviewed by Fire Official Burmeister with the Board. Pre-planning materials are being explored for 2014 budget.

**Work Orders:** Chairman Bollentin reported that all work orders are up to date – he reviewed the book yesterday. They are waiting on a part from Blaze to finish one repair.

**Old Business/Correspondence:**

**Correspondence:**

- a. None

**Old Business:**

- a. Pearce fire truck: Commissioner Sherry motioned to purchase a fire truck manufactured by Pearce, seconded by Commissioner Allmann. Roll call vote: Yes – Allmann, Bollentin, Leonard, Sherry; No - Byrnes; Absent – none; Abstain – none. Board Attorney Youssouf confirmed with the Board that they wish to purchase the vehicle through HGAC. He recommended that they contact the Pearce rep. Spec book was given to Board Attorney Youssouf by Commissioner Sherry.
- b. Firefighter Leonard – has been chipping away at the TO DO List given to him by Commissioner Allmann.
- c. Roof – Architect was going to notify the bond company of the breach of contract. Board will now wait to hear back from the bond company.

**New Business:**

- a. Painting – new doors need to be painted and there are other areas that need attention. Firefighter Leonard to put together a punch list to go through the building for wear & tear, doors and Coffey Brother issues are to be kept separate. Prices are to be obtained also. Board to do phone call vote later.
- b. Commissioner Byrnes reported that Ann Marie Eaton called him to discuss “Plan B” for elections. In 2014 Jackson Township schools are not going to allow schools to be used for polling places. Ms. Eaton wanted to know if Patterson Road Fire House can be used to replace Elm School as a polling place.
- c. Two membership applications for Junior Members were submitted to the Board: Kevin Charles Early and Joseph Potochniak. Commissioner Byrnes motioned to accept the applications, seconded by Commissioner Leonard. Motion passed by unanimous consent.
- d. Per Diem Meal Allowance: Board’s policy is to reimburse up to \$30 per day. GSA allowance based on locale differences. GSA rate is difference of approximately greater than \$32. Board policy is \$30 a day – if the fire company wants to submit a proposal to change the policy for next year they are welcome to do so.

**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 contract negotiations, seconded by Commissioner Byrnes. Motion passed by unanimous consent at 8:55 p.m. Subject matter to be released when it is no longer privileged. The executive session ended at 9:00 p.m. and the Board reconvened the public session.

**Adjournment:** With no other business to come before the Board, Commissioner Aillmann motioned to accept the Resolution to adjourn the meeting, seconded by Commissioner Sherry. Motion passed by unanimous consent. Meeting adjourned at 9:00 p.m.

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

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

Minutes of Executive Session  
September 12, 2013

Chairman Bollentin called the Executive Session to order at 8:51 p.m. Commissioners Allmann, Bollentin, Leonard, Sherry and Byrnes were present. Board Attorney Youssof was also present. Representatives of the career staff negotiating team were present.

**Contract Negotiations:** Board received copies of proposed contract from the career staff contract negotiations team. Commissioner Byrnes requested to receive his copy electronically. Firefighter Leonard reviewed how the package was prepared. Board Attorney Youssof advised that only Commissioners Byrnes and Allmann (Board sub-committee for negotiations) are to meet with the career staff negotiating team. Meeting was scheduled for September 30, 2013 to begin at 5 pm at Station #1. Career staff left the meetings.

FSA – Commissioners Bollentin and Byrnes scheduled a meeting for September 30, 2013 to begin at 6:30 pm at Station #1. Commissioner Byrnes will contact Trask to advise him of the meeting.

**Adjournment:** Commissioner Allmann motioned to adjourn the Executive Session, seconded by Commissioner Byrnes. Motion passed by unanimous consent. Executive Session was adjourned at 9:00 p.m.

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

5:30 PM

09/12/13

Accrual Basis

# Jackson Township Fire District No 4

## Cash Balances

As of September 12, 2013

	Sep 12, 13	
	Debit	Credit
1009 · Shore Community Operating	381,751.82	
1011 · Shore Community Payroll	16,571.68	
1012 · Shore Community Fire Bureau	42,722.41	
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	
<b>TOTAL</b>	<b>1,495,025.66</b>	<b>0.00</b>

5:31 PM  
 09/12/13  
 Accrual Basis

**Jackson Township Fire District No 4**  
**Treasurer Report**  
 As of September 12, 2013

Type	Date	Num	Name	Memo	Debit	Credit
<b>1009 - Shore Community Operating</b>						
Check	9/12/2013	2855	Terminix	PO 5544		20.00
Check	9/12/2013	2856	Joseph D. Youssef, Esq	PO 5545	5,250.00	
Check	9/12/2013	2857	NJNG	PO 5546	333.20	
Check	9/12/2013	2858	State of New Jersey Dept of ...	PO 5547	44.28	
Check	9/12/2013	2859	Affordable Pumping Services	PO 5543	245.00	
Check	9/12/2013	2860	Waste Management	PO 5542	299.02	
Check	9/12/2013	2861	Alert-All Corp	PO 5541	1,335.60	
Check	9/12/2013	2862	Sun Trust	PO 5540	1,608.75	
Check	9/12/2013	2863	Reliable Office Supplies	PO 5539	195.43	
Check	9/12/2013	2864	Sprint	PO 5538	176.74	
Check	9/12/2013	2865	JCP&L	PO 5513	2,519.45	
Check	9/12/2013	2866	The Hartford Steam Boiler In...	PO 5536	55.00	
Check	9/12/2013	2867	East Coast Sheet Metal, Inc.	PO 5535	250.00	
Check	9/12/2013	2868	Blaze Emergency Equipment...	PO 5534	3,852.98	
Check	9/12/2013	2869	Safe & Secure Security Syst...	PO 5533	1,058.40	
Check	9/12/2013	2870	Continental Fire & Safety	PO 5532	382.39	
Check	9/12/2013	2871	MES	PO 5528	3,124.80	
Check	9/12/2013	2872	Fire Fighters Equipment Com...	PO 5531	7,325.00	
Check	9/12/2013	2873	National Parts Supply Co	PO 5530	447.74	
Check	9/12/2013	2874	Jerry's Autobody, LLC	PO 5529	490.39	
Check	9/12/2013	2875	GW Tire Service	PO 5527	2,793.00	
Check	9/12/2013	2876	Verizon	PO 5548	657.93	
Check	9/12/2013	2877	Federal Express	PO 5549	84.63	
Check	9/12/2013	2878	Safe & Secure Security Syst...	PO 5550	1,040.00	
Check	9/12/2013	2879	JCP&L	PO 5551	659.05	
Check	9/12/2013	2880	Cablevision	PO 5552	149.69	
Check	9/12/2013	2881	County Line hardware	PO 5553	8.98	
Check	9/12/2013	2882	NJ Casualty Ins Co	PO 5436	5,331.00	
Check	9/12/2013	2883	NJNG	PO 5556	326.80	
Check	9/12/2013	2884	Jerry's Autobody, LLC	PO 5557	2,745.00	
Check	9/12/2013	2885	Family Practice of Centrastate	PO 5558	755.00	
Check	9/12/2013	2886	TSVP Janitorial Services	PO 5559	415.00	
Check	9/12/2013	2887	Kelly Kilowatt Electric Compa...	PO 5555	1,559.96	
Check	9/12/2013	2888	Jackson Twp MUA	PO 5560	15,629.20	
Check	9/12/2013	2889	Watchung Spring Water	PO 5561	14.97	
Check	9/12/2013	2890	National Center for Safety Ini...	PO 5562	101.00	
Check	9/12/2013	2891	Omni Glow LLC	PO 5563	343.16	
Check	9/12/2013	2854	Continental Fire & Safety	PO 5564	718.25	
Check	9/12/2013	2893	Universal Premium	PO 5566	2,454.61	
Check	9/12/2013	2894	Susan L Oksen-Pereira	PO 5567	225.00	
Check	9/12/2013	2895	Seacoast Accounting, LLC	PO 5565	2,275.00	
Check	9/12/2013	2896	Township of Jackson DPW	PO 5509	800.00	
Check	9/12/2013	2897	Trask O'Hara	PO 5569	300.64	
Check	9/12/2013	2898	Jackson Mills Fire Company	PO 5570	19.21	
Total 1009 - Shore Community Operating					0.00	68,421.25
<b>TOTAL</b>					<b>0.00</b>	<b>68,421.25</b>

**Jackson Township Fire District No 4**  
**Profit & Loss Budget vs. Actual**  
 January 1 through September 12, 2013

	Jan 1 - Sep 12, 13	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4010 · Amount To Be Raised By Taxation	635,450.38	1,452,458.00	(817,007.62)
4020 · Supplemental Fire Services Act	0.00	3,257.00	(3,257.00)
4200 · Interest Income	436.19	2,500.00	(2,063.81)
4300 · Sale of assets	2,001.00	0.00	2,001.00
4750 · Bureau of Fire Prevention Incm	20,847.54	14,000.00	6,847.54
4800 · Other Income	32,871.68	10,000.00	22,871.68
4910 · Restricted Fund Balance	0.00	480,000.00	(480,000.00)
4920 · Unreserved Fund Balance	0.00	50,000.00	(50,000.00)
<b>Total Income</b>	<b>691,606.79</b>	<b>2,012,215.00</b>	<b>(1,320,608.21)</b>
<b>Expense</b>			
5110 · Salaries - Commissioners	0.00	20,000.00	(20,000.00)
5120 · Salaries - Secretary	2,025.00	2,800.00	(775.00)
5210 · Elections	2,811.19	1,500.00	1,311.19
5220 · Office Expense	6,390.64	10,500.00	(4,109.36)
5230 · Professional Services	32,933.50	87,500.00	(54,566.50)
5260 · Bond Agent	0.00	1,500.00	(1,500.00)
6110 · Salaries & Wages - Fire Lt.	69,086.42	103,240.00	(34,153.58)
6120 · Salaries - Full Time Fire	111,978.77	166,220.00	(54,241.23)
6130 · Salaries - Fire Official	24,022.00	37,700.00	(13,678.00)
6140 · Salaries - Firefighter Overtime	15,001.12	40,000.00	(24,998.88)
6180 · Payroll Taxes	13,159.05	29,700.00	(16,540.95)
6185 · Employer Pension Contribution	51,569.00	51,569.00	0.00
6190 · Fringe Benefits	58,744.71	80,448.00	(21,703.29)
6210 · Insurance	88,301.06	95,000.00	(6,698.94)
6220 · Advertising	332.00	2,000.00	(1,668.00)
6310 · Maintenance & Repairs	78,176.06	127,000.00	(48,823.94)
6410 · Supplies	24,791.21	30,000.00	(5,208.79)
6415 · Fire Prevention	1,335.60	5,000.00	(3,664.40)
6510 · Utilities	34,988.12	60,000.00	(25,011.88)
6515 · Hydrant Rent	45,780.00	65,000.00	(19,220.00)
6610 · Misc. Firefighter Expenses	12,502.16	15,000.00	(2,497.84)
6611 · Training	16,766.61	24,000.00	(7,233.39)
6615 · Gear - Fire Company	23,557.17	20,000.00	3,557.17
6625 · Joint District Expenses	807.50	50,000.00	(49,192.50)
6630 · Building Rennovations/Equipment	16,035.30	20,000.00	(3,964.70)
6640 · SCBA	5,150.30	10,000.00	(4,849.70)
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	1,593.14	20,733.00	(19,139.86)
6675 · UFSA	3,340.00	8,000.00	(4,660.00)
6910 · LOSAP	40,000.00	40,000.00	0.00
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	4,804.80	4,805.00	(0.20)
<b>Total Expense</b>	<b>864,509.26</b>	<b>1,362,215.00</b>	<b>(497,705.74)</b>
<b>Net Ordinary Income</b>	<b>(172,902.47)</b>	<b>650,000.00</b>	<b>(822,902.47)</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
8054 · Capital	0.00	650,000.00	(650,000.00)
<b>Total Other Expense</b>	<b>0.00</b>	<b>650,000.00</b>	<b>(650,000.00)</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>(650,000.00)</b>	<b>650,000.00</b>
<b>Net Income</b>	<b>(172,902.47)</b>	<b>0.00</b>	<b>(172,902.47)</b>

Board of Fire Commissioners Career Dept  
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**FIRE & EMS Calls**

- Year to Date – Career Dept. Runs
  - Fire Calls – 93
  - EMS Calls - 216

**Fire Prevention**

Inspections:	32
Re-inspection:	14
Fines:	0
Permits:	1 @ \$42.00
Plans:	3 – County Line Plaza, Jackson Park and Malvern School
Pre Plans:	Progress
Invests:	0

**Building Report**

**Station 1:**

- New doors were installed by Jammer
- Station has possible electrical problem in hall as breakers keep popping, Kelly Kilowatt was contact
- Fire alarm system had its annual test and certification
- Request to contact local painters for pricing on touching up interior and exterior of building and paint new doors
- General housekeeping and weekly cleaning was conducted

**Station 2:**

- Kelly Kilowatt repaired transfer switch on generator panel and moved circuits to run on generator
- Fire alarm system had its annual test and certification
- New doors are going to be installed on September 13, 2013 by Jammer



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- General housekeeping and weekly cleaning was conducted

## **Trucks and Equipment**

### Unit 5400

- Went for service

### Unit 5404

- Went to Freehold Motor Vehicle Inspection and passed

### Unit 5405

- Ladder stops, cross bracket and new waterway pin was replaced

### Unit 5407

- Went to G & W and had all tires replaced

### Unit 5408

- Unit had antifreeze leak and was repaired by Blaze

### Unit 5410

- Both side running steps were rusting through and removed for safety

### Unit 5411

- Pump screens were replaced
- New cabinet light switches and ground lights are on order

### Unit 5417

- Pump screens were replaced

### Unit 5419

- All bodywork and service were completed
- New Forestry Hose was installed on all the attack lines

### Unit 5421

- New battery box was installed
- Pump screens were replaced
- Relief valve sensor was repaired

### Unit 5427

- Replaced both headlights
- Unit will need tires before winter

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**Special Details / Projects / Notifications**

**Notifications**

- Information on Life Hazards for preplans have been gathered and waiting to find out if we are using laptops or tablets to begin entering info

Submitted by  
Lt. Mark Reynolds