

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

Minutes of Meeting Held  
December 12, 2012

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 8:02 p.m. All Commissioners were present as well as Board Attorney Youssouf. All participated in the Pledge of Allegiance.

**Minutes** – Commissioner Sherry motioned to approve the minutes of the November 14, 2013 meeting 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 December 12, 2013 was read by Commissioner Allmann. All commissioners were in agreement to pay the bills as presented in total for \$68,706.02, except Commissioner Allmann who abstained from approving MUA.

**Legal Report** – Board Attorney Youssouf read a resolution to make 2013 Budget Line Item transfers by Title. (List attached herein) Commissioner Sherry motioned to accept resolution, second by Commissioner Leonard. All Aye. Board Attorney Youssouf read the 2013 Budget Resolution for the Fiscal Year ending December 31, 2014 (a copy of the Resolution is attached and incorporated herein by reference found on Page 2 of the 2014 Budget). Any increases in the budget will not affect the tax rate. Commissioner Allmann motioned to accept the budget as presented, seconded by Commissioner Leonard. Budget carried unanimous vote Aye. Cheryl Parker obtained all necessary signatures for Budget and will mail to DCA. A motion was made by Commissioner Allmann to make a resolution for John Burmeister Jr to be promoted to Fire Official UFD. Seconded by Commissioner John Sherry. All Aye. Cheryl Parker will contact CAMPS at the NJ State Civil Service to start the promotion process. After executive session a motion was made by Commissioner Byrnes to make a resolution banning Anthony Jacobs from using the Boards equipment, apparatus and trucks. Seconded by Commissioner Sherry. All Aye.

**2014 Temporary Budget**-Commissioner Allmann motioned to accept the temporary budget for year ended December 31, 2014, seconded by Commissioner Byrnes. Motion passed unanimous consent. A copy of the 2014 temporary budget is attached and incorporated herein by reference.

**Truck & Building/Career Department Report** – The report (a copy of which is attached and incorporated herein by reference) was read by

Commissioner Sherry. Chairman Bollentin reminded Career staff to watch bills that come in. We were charged 2.5Hrs for repairing a Hose clamp. FF Leonard requested approval for additional painting from Thomas Moore for the Vestibule not to exceed \$300. All Commissioners approved. Hose testing was complete but report has not been reviewed yet.

**New Truck Report-**John O'Keefe presented the Contract and Specs for the approved Pierce Triple Combination Pumper. To accommodate the pricing the truck was shortened by 14" out of the cab. It will be 9Mos to deliver. Inspection trips are not included in Contract. Usually 2 trips are made to inspect progress and completion. Mr. O'keefe said if we make a payment of \$313,130 within 30 days of invoicing of the truck the board would be credited \$12,119. Roll call, all commissioners voted Aye. The voucher was submitted and truck was officially ordered and logged 12/05/13 per voter approval. Total purchase price was \$629,719. Less credit for early payment.

**Chief's Report:** Chief Haskins reported the following:

- a. 434 calls to date;
- b. An Incident report was handed into the board. Stan O'brien Jr. left his helmet on 5411 dashboard. He did not realize the eagle on the helmet caused a crack in the windshield. Chief explained it would not happen again.
- c. An estimate was given to the board from Blaze for tool mounting on 5405. Commissioners roll call all Aye to approve estimate.
- d. Woodbridge First Aid offered to donate a walk in rescue truck to the volunteers. The Chevy GM has only 18,000 miles but is 28 years old. The volunteers would like to accept the offer and donate \$1,000 to the First Aid Squad. A roll call was taken to accept and all said Nay. The age of the vehicle, the paint needed, vehicle maintenance and insurance were all factors in their decision.
- e. Commissioner Bollentin asked if there were any new drivers. Chief Haskins stated Vol FF Hoffman. It was reminded to the volunteers that if there are any new drivers they must come before the board first. Vol FF Hoffman was approved by the board to become a driver.
- f. Commissioner Bollentin said the only approved snowplow drivers are the 4 paid staff, Vol FF Sheehan, and the two Vol FF O'Brien's. The truck appeared to be moved and he wanted to make sure it was clear who was approved to drive the snowplow.

**President's Report:** President Trask O'Hara was unable to attend the meeting. Herbert, a new vol. member was introduced for approval from the board. The board approved for him to start the process. Trask will submit a new Volunteer board list at the next meeting.

**Fire Bureau:** Report (part of Career Department Report) read by Commissioner Sherry. Commissioner Byrnes asked FF Burmeister Jr. if his LHU report will be completed? FF Burmeister said it would be done by year end.

**Work Orders:** Lt. Reynolds was absent, FF Alicia advised that the logbook has been reviewed and everything is up to date.

**Old Business and Correspondence/Pending** –None

**New Business:**

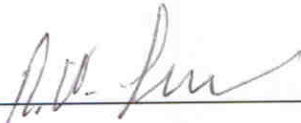
- a. Commissioner Allmann submitted a new drawing from the Architects for Building 2. The revisions are to make the ADA accessible bathroom entrance from the bay.
- b. Commissioner Allmann also submitted information about a Verizon GPS tracking for the trucks. They would be Tamper proof. \$30 a month. Mounted with Hotspot. Motion to accept by Commissioner Byrnes, seconded by Commissioner Allman, All Aye. Full details to be brought to next meeting.
- c. Vol. President Trask O'Hara submitted via email proposals for the purchase of a computer for Cheryl Parker the Bookkeeper. Not to exceed \$1,000. Roll call all Aye to approve purchase.

**Correspondence**

**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 9:30 p.m. Subject matter to be released when it is no longer privileged. The executive session ended at 9:40 p.m. and the Board reconvened the public session.

**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 9:40 p.m.

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

12/12/13

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF  
FIRE DISTRICT NO.4 JACKSON TOWNSHIP AUTHORIZING LINE  
ITEM TRANSFERS AND ADJUSTMENTS**

**WHEREAS;** N.J.S.A. 40A:14-78.9 provides that whenever it shall become necessary during the last two months of the fiscal year to expend amounts in excess of those amounts of appropriations specified in the various line items of the operating appropriations section of the annual budget and there shall be excess appropriations in other line items of the operating appropriations section of the budget, the board of fire commissioners may, by resolution setting forth the facts, adopted by not less than a 2/3 vote of the full membership of the board, transfer the amount of the excess to those appropriations deemed to be insufficient; and

**WHEREAS;** the District 's Treasurer has advised the Board that line item transfers are necessary to cover expenditures proposed to be made within various line items of the appropriations section of the District's budget; and

**WHEREAS;** there exist excess appropriations in the amount of \$31,500.00 which may be transferred from Joint District Expenses to: Elections \$1500.00, Insurance ~~45,000.00~~, Gear \$24,000.00; **TOTAL TRANSFERS: \$31,500.00.**

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Board of Fire Commissioners of Fire District No.4 Jackson Township that the above specified line item transfers are hereby approved and authorized.

Moved by: *John Sheehey*      Seconded by: *William Allmann*

Roll Call Vote:

Ayes: *5*      Nays: *0*      Absent: *0*      Abstain: *0*

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 12th day of December, 2013.

*AW. Pung*  
\_\_\_\_\_, Clerk

**BOARD OF FIRE COMMISSIONERS, DISTRICT 4**  
**AGENDA AND MEETING NOTES**  
December 12, 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  
Introduction to Budget

Mail Correspondence  
Per Orange folder

5:14 PM  
12/12/13  
Accrual Basis

Jackson Township Fire District No 4  
**Cash Balances**  
As of December 12, 2013

	Dec 12, 13	
	Debit	Credit
1009 · Shore Community Operating	391,518.61	
1011 · Shore Community Payroll	99,895.36	
1012 · Shore Community Fire Bureau	44,458.81	
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 3	382,232.11	
1021 · Shore Comm-CD Future Capital 4	175,000.00	
TOTAL	<u>1,589,852.53</u>	<u>0.00</u>

5:15 PM  
 12/12/13  
 Accrual Basis

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

Type	Date	Num	Name	Memo	Debit	Credit	
<b>1009 · Shore Community Operating</b>							
Check	12/12/2013	2969	County Line hardware	PO 5645		107.94	
Check	12/12/2013	2970	Verizon	PO 5646		316.98	
Check	12/12/2013	2971	NJNG	PO 5647		651.67	
Check	12/12/2013	2972	Continental Fire & Safety	PO 5648		21,542.82	
Check	12/12/2013	2973	First Priority Emergency Vehi...	PO 5649		1,038.20	
Check	12/12/2013	2974	Blaze Emergency Equipment...	PO 5650		6,187.74	
Check	12/12/2013	2975	Home Depot	PO 5651		555.18	
Check	12/12/2013	2976	Staples Credit Plan	PO 5652		94.78	
Check	12/12/2013	2977	JCP&L	PO 5653		1,890.77	
Check	12/12/2013	2978	Cablevision	PO 5654		252.24	
Check	12/12/2013	2979	TSVP Janitorial Services	PO 5655		444.05	
Check	12/12/2013	2980	Universal Premium			2,358.07	
Check	12/12/2013	2981	Jackson Twp MUA	PO 5657		15,583.00	
Check	12/12/2013	2982	Hanger 14 Solutions LLC	PO 5658		150.00	
Check	12/12/2013	2983	Sprint	PO 5659		177.04	
Check	12/12/2013	2984	Verizon Wireless	PO 5660		366.53	
Check	12/12/2013	2985	Waste Management	PO 5661		390.95	
Check	12/12/2013	2986	MES	PO 5662		631.64	
Check	12/12/2013	2987	Thomas M. Moore	PO 5663		3,340.43	
Check	12/12/2013	2988	ACCU Copy	PO 5664		125.00	
Check	12/12/2013	2989	Middlesex County Fire Acade...	PO 5665		52.00	
Check	12/12/2013	2990	Watchung Spring Water	PO 5666		4.99	
Check	12/12/2013	2991	Jersey Coast Equipment	PO 5667		330.00	
Check	12/12/2013	2992	MES	PO 5668		2,784.00	
Check	12/12/2013	2993	Neil Brooks Plumbing Heatin...	PO 5669		191.00	
Check	12/12/2013	2994	National Center for Safety Ini...	PO 5670		44.00	
Check	12/12/2013	2995	Seacoast Accounting, LLC	PO 5671		1,960.00	
Check	12/12/2013	2998	Joseph D. Youssef, Esq	PO 5672		7,000.00	
Check	12/12/2013	2999	Postmaster of Forked River	PO 5673		135.00	
Total 1009 · Shore Community Operating						0.00	68,706.02
<b>TOTAL</b>						<b>0.00</b>	<b>68,706.02</b>

## Specs and possible uses for Rescue Truck

### Vehicle Specs

- The Vehicle is a 1985 Chevy C7000 with a V8 7.4L Gasoline Engine.
- The vehicle has a Allison 1000 Automatic 3 speed Transmission
- The vehicle has 18,404 original miles on the engine and transmission
- The vehicle has a total of 3,424 running hours on the engine
- The vehicle has Air brakes.
- The vehicle has a Swab Heavy Rescue walk-in Box mounted on to the GMC Chassis
- Vehicle seats a total of 10 people. 2 in the front cab and 8 in the walk-in box.

### Vehicle Features

- Vehicle has a 20KW Stadco Generator with 488 running hours.
- Vehicle has a power retracting power line reel located on both sides of the vehicle for a total of 2.
- Vehicle has a power retracting hydraulic reel mounted on the right side of the vehicle.
- Vehicle has a 8000Lbs Ramsey winch mounted onto the front bumper.
- Vehicle has a total of 6 Quarts Scene lights.
  - 2 located on front of vehicle on extending poles
  - 2 located on rear of vehicle on extending poles,
  - 1 located on either side of the walk in box.
- Vehicle has 2 portable halogen spot lights
- Rescue walk-in has AC/Heat
- Cabinets over rear tires have slide out drawers



- Vehicle has rubber sand chutes mounted near rear tire to help obtain traction if vehicle is stuck on ice.

### Vehicle Uses

- Water/Ice Rescue vehicle. The walk in cab provides firefighters with a climate controlled location out of the elements to put on and take off ice and water rescue equipment.
- Rehabilitation. This vehicle can be used in conjunction with the support trailer to aid in firefighter rehabilitation. It offers a location for firefighters to sit down and be assessed by first aid that is climate controlled and offers space to remove fire PPE out of the elements.
- Mobile Command Center. This vehicle has enough space inside the walk in cab to set up a mobile command center. This will provide a more centralized location for command to run from where they have a constant power supply due to the 20KW Generator.
- Light Tower. This vehicle has a total of 6 Mounted Quarts Lights, 4 of which are on extending poles.
- Mobile Power supply. The vehicle has a 20KW Generator which can be used as a mobile power supply.