

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

Minutes of Meeting Held
July 10, 2014

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 8:05 pm. Commissioners Leonard, Ruditsky, Torres and Sherry were present. Commissioner Bollentin was absent. Board Attorney Youssouf was not present during roll call but entered the meeting later. All participated in the Pledge of Allegiance.

Minutes - Commissioner Leonard motioned to approve the minutes of the June 12, 2014 General Meeting as presented, seconded by Commissioner Ruditsky. Motion passed by unanimous vote.

Treasurer's Report - The report and bill list (a copy of which is attached and incorporated herein by reference) as of July 10, 2014 was read by Commissioner Ruditsky. Commissioner Leonard motioned to approve payment of the bills as presented seconded by Commissioner Torres. Motion passed by unanimous vote with Commissioner Ruditsky abstained on payments to himself.

Truck & Building/Career Department Report - read by Commissioner Torres (a copy of which is attached and incorporated herein by reference). Commissioner Ruditsky reported that the new vehicle is on-line now. August 18, 2014 is the inspection date with August 22 or August 23 being the anticipated delivery date. #5403 - broke down during a drill. Repair cost is \$300. Commissioner Ruditsky motioned for the Board to pay 50% of the cost of the repair bill, seconded by Commissioner Torres. Discussion followed. Motion passed by majority vote (No: Leonard; Yes: Ruditsky, Sherry Torres; Absent: Bollentin). Inspection report items for Station #1 were reviewed. They will be taken care of by Lt. Reynolds and career staff. List for Station #2 is not available. Lt. Reynolds will take care of both Stations and keep the Board updated. Discussion regarding poison ivy in the hedges in rear. Lt. Reynolds will take care of it.

Legal Report - Board Attorney Youssouf reported that legislation moving Fire elections to November has been introduced. It is going to committee. He will keep the Board informed of any updates as they become available to him. Later in the meeting Board Attorney Youssouf reviewed with the Board that he sent a letter to the New York Workers Comp Board on May 8, 2014 regarding Mr. Hosford's case advising that he was a volunteer firefighter in a fire district and that they are not required to provide workers comp under New Jersey law, and requested that if they continue to maintain the position that the Board must provide workers compensation to please provide supporting documentation.

There has been no response to that letter. He then reported that he has been notified via correspondence that there is a Workers Comp hearing in New York City on July 14, 2014 regarding Mr. Hosford's case. Discussion followed including frolic exemption (Mr. Hosford went on his own to 9/11 site, not with the Board's authorization) and the substantial expenses the Board will incur by participating in this suit. It was decided that Board Attorney Youssouf will send a letter to the NYC Workers Comp board stating the Board's position is unchanged from the May 8, 2014 letter that he sent. Roof claim: Board Attorney Youssouf will work with Cheryl to do letter to set up a meeting with all parties including the insurance company that Board Attorney Youssouf will attend. The contract cannot be declared in default.

Chief's Report – Chief Lubertazzi verbally reported: Freehold Independent is celebrating their 50th Anniversary – 8 fire company members plan on attending. Fire company requested permission to bring #5404 and #5419. Board was in agreement. Ray is in charge of cleaning supplies; they are waiting on prices for equipment list; July 28, 2014 drill will be switched from water rescue to water flow. Location – to be determined. Committee for equipment distribution is being established. No motor for the boat has been donated by DJ Johnson. Chief reported that he is leaving Wednesday for Baltimore and that Ray will be in charge.

President's Report: President O'Hara reported the following:

- a. Hood to be cleaned
- b. Walk-in freezer not working
- c. 14 members need medicals scheduled
- d. Patches have been ordered
- e. Robert Haskins has asked permission to use lot for 2 fundraisers for scouts (car washes) on July 26 & August 23, 2014. Board was in agreement.
- f. West Commodores to be closed for paving – routing discussed during Fire Bureau report.
- g. FSA (Fire Service Agreement) – ready for Jack's signature (put into Orange Folder)

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

Work Orders: all are current.

Old Business/Correspondence:

Correspondence: None

Old Business:

- a. Special Meeting: Commissioner Ruditsky motioned to approve the Resolution for a special meeting on July 15, 2014 at 7:00 p.m. seconded by Commissioner Torres – Purpose of the meeting will be to discuss potential new fire station and personnel. Motion passed by unanimous consent. Board Attorney Youssouf to post notice of the meeting. Commissioner Leonard motioned to hire a 5th firefighter. There was no second. Topic to be discussed at the Workshop meeting.

New Business:

- a. Joint Board – Commissioners Leonard & Torres reviewed the history of the Joint Board Fire Bureaus with District #4 Board. Commissioner Leonard told the Joint Board that District #4 was not going to go along with the proposal until the administration for the Joint Board was in place (fire director and/or fire chief).
- b. Computer declared excess property – Commissioner Torres motioned to accept the Resolution declaring the bookkeeper's computer obsolete and excess property to be conveyed to the Jackson Mills Volunteer Fire Company, seconded by Commissioner Ruditsky. Vote passed by unanimous approval (Yes: Leonard, Ruditsky, Sherry, Torres, No: None; Absent: Bollentin).

Public Session:

- a. Rehydrate Electrolyte Solution: Commissioner Ruditsky motioned to purchase one canister of Rehydrate (Fruit Punch flavor) at a cost of \$57.95 to be used as a trial at a drill, seconded by Commissioner Leonard. Product has no sugar in it. Motion passed by unanimous consent.

Executive Session: None

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

 Clerk

BOARD OF FIRE COMMISSIONERS, DISTRICT 4
AGENDA AND MEETING NOTES

July 10, 2014

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

Old Business-Correspondence/Pending

Roof-Bond

New Business

WC Hearing in NY-Hosford

Notice from Ocean County Office of the Fire Marshal

Vote to give the Volunteer Fire Company Bookkeepers old computer, resolution.

Mail Correspondence

Per Orange folder

4:02 PM
07/10/14
Accrual Basis

Board of Fire Commissioners
Cash Balances
As of July 10, 2014

	Jul 10, 14	
	Debit	Credit
1009 - Shore Community Operating	446,979.09	
1011 - Shore Community Payroll	47,124.87	
1012 - Shore Community Fire Bureau	61,302.53	
1016 - Shore Comm-CD-Future Capital 1	286,437.59	
1016 - Shore Comm-CD-Future Capital 2	226,796.00	
1019 - Shore Comm-CD Future Capital 3	391,789.61	
1021 - Shore Comm-CD Future Capital 4	175,884.41	
TOTAL	1,636,314.10	0.00

3:57 PM

07/10/14

Accrual Basis

Board of Fire Commissioners

Treasurer Report

As of July 10, 2014

Type	Date	Num	Name	Memo	Debit	Credit
1009 - Shore Community Operating						
Check	07/10/2014	3209	Fire Fighters Equipment Com...	PO 5803		22,502.05
Check	07/10/2014	3210	MES	PO 5880	6,995.00	
Check	07/10/2014	3211	State of New Jersey Dept of ...	PO 5881	44.47	
Check	07/10/2014	3212	Waste Management	PO 5882	339.80	
Check	07/10/2014	3213	Verizon Wireless	PO 5883	366.50	
Check	07/10/2014	3214	Jackson Township First Aid S...	PO 5884	600.00	
Check	07/10/2014	3215	Shore Mechanical Services	PO 5885	1,215.00	
Check	07/10/2014	3216	Shore Mechanical Services	PO 5886	1,400.00	
Check	07/10/2014	3217	GW Tire Service	PO 5887	3,036.00	
Check	07/10/2014	3218	MES	PO 5880	3,061.25	
Check	07/10/2014	3219	Minerva Cleaners	PO 5889	1,466.75	
Check	07/10/2014	3220	Joseph D. Youssouf, Esq	PO 5763	6,250.00	
Check	07/10/2014	3221	Brian Ruditsky	PO 5891	2,000.00	
Check	07/10/2014	3222	State of New Jersey Div of P...	PO 5892	26.32	
Check	07/10/2014	3223	Jackson Mills Fire Company	PO 5893	352.68	
Check	07/10/2014	3224	Blaze Emergency Equipment ...	PO 5894	73.39	
Check	07/10/2014	3225	JCP&L	PO 5895	1,509.15	
Check	07/10/2014	3226	NJNG	PO 5896	234.51	
Check	07/10/2014	3227	Middlesex County Fire Acade...	PO 5897	314.00	
Check	07/10/2014	3228	Federal Express	PO 5898	14.24	
Check	07/10/2014	3229	Board of Fire Commissioner' ...	PO 5899	12,537.98	
Check	07/10/2014	3230	TSVP Janitorial Services	PO 5900	332.00	
Check	07/10/2014	3231	Watchung Spring Water	PO 5901	4.99	
Check	07/10/2014	3232	Good Mowin'	PO 5902	436.00	
Check	07/10/2014	3233	Board of Fire Commissioner' ...	PO 5903	630.00	
Check	07/10/2014	3234	JCP&L	PO 5904	664.95	
Check	07/10/2014	3235	Cablevision	PO 5905	262.25	
Check	07/10/2014	3237	2-Track Solutions	PO 5906	209.30	
Check	07/10/2014	3238	Skywire Media	PO 5907	399.00	
Check	07/10/2014	3239	Jersey Coast Equipment	PO 5908	114.95	
Check	07/10/2014	3240	Good Mowin'	PO 5909	300.54	
Check	07/10/2014	3241	NJ Casualty Ins Co	PO 5910	5,105.06	
Check	07/10/2014	3242	Hanger 14 Solutions LLC	PO 5911	150.00	
Check	07/10/2014	3243	Blaze Emergency Equipment ...	PO 5912	2,644.81	
Check	07/10/2014	3244	John Burmeister Jr.	PO 5914	459.70	
Check	07/10/2014	3245	John Burmeister Jr.	PO 5913	450.00	
Check	07/10/2014	3246	Susan L Oksen-Pereira	PO 5915	225.00	
Check	07/10/2014	3247	Affordable Pumping Services	PO 5916	995.00	
Check	07/10/2014	3248	Seacoast Accounting, LLC	PO 5917	2,052.00	
Total 1009 Shore Community Operating					0.00	78,774.74
TOTAL					0.00	78,774.74

Board of Fire Commissioners Profit & Loss Budget vs. Actual January 1 through July 10, 2014

	Jan 1 - Jul 10, 14	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4010 - Amount To Be Raised By Taxation	649,831.44	1,465,329.00	(835,497.56)
4020 - Supplemental Fire Services Act	0.00	3,257.00	(3,257.00)
4200 - Interest Income	279.77	2,500.00	(2,220.23)
4750 - Bureau of Fire Prevention Incm	11,425.40	24,290.00	(12,864.60)
Total Income	<u>661,536.61</u>	<u>1,515,376.00</u>	<u>(853,839.39)</u>
Gross Profit	661,536.61	1,515,376.00	(853,839.39)
Expense			
5110 - Salaries - Commissioners	4,000.00	20,000.00	(16,000.00)
5120 - Salaries - Secretary	450.00	2,800.00	(2,350.00)
5210 - Elections	855.81	1,500.00	(644.19)
5220 - Office Expense	3,032.95	10,500.00	(7,467.05)
5230 - Professional Services	41,715.50	87,500.00	(45,784.50)
5260 - Bond Agent	0.00	1,500.00	(1,500.00)
5290 - Contingent Expenses	0.00	2,000.00	(2,000.00)
6110 - Salaries & Wages - Fire Lt.	57,415.85	105,304.00	(47,888.15)
6120 - Salaries - Full Time Fire	120,104.29	199,972.00	(79,867.71)
6130 - Salaries - Fire Official	0.00	5,000.00	(5,000.00)
6140 - Salaries - Firefighter Overtime	10,819.90	40,000.00	(29,180.10)
6180 - Payroll Taxes	13,883.59	25,902.00	(12,018.41)
6185 - Employer Pension Contribution	26.32	58,898.00	(66,871.68)
6190 - Fringe Benefits	49,239.67	91,301.00	(42,061.13)
6210 - Insurance	81,257.72	95,000.00	(13,742.28)
8220 - Advertising	264.75	2,000.00	(1,735.25)
6310 - Maintenance & Repairs	38,405.94	127,000.00	(88,594.06)
6410 - Supplies	9,528.81	28,000.00	(18,471.19)
6415 - Fire Prevention	0.00	5,000.00	(5,000.00)
6510 - Utilities	32,036.37	63,000.00	(32,963.63)
6515 - Hydrant Rent	30,590.00	63,000.00	(34,410.00)
6610 - Misc. Firefighter Expenses	5,864.38	15,000.00	(9,135.64)
6611 - Training	9,514.20	24,145.00	(14,630.80)
6615 - Gear - Fire Company	12,888.00	25,000.00	(12,112.00)
6625 - Joint District Expenses	600.00	50,000.00	(49,400.00)
6630 - Building Rennovations/Equipment	0.00	37,000.00	(37,000.00)
6640 - SCBA	22,502.05	10,000.00	12,502.05
6650 - Emergency/First Aid Equipment	1,008.00	7,000.00	(5,992.00)
6655 - Replacement Equipment	107.00	44,500.00	(44,393.00)
6670 - Vehicle Equip-Radios/Pagers	5,913.78	33,800.00	(27,886.22)
6675 - UFSA	9,631.64	15,145.00	(5,493.16)
6910 - LOSAP	0.00	40,000.00	(40,000.00)
7810 - Res. For Future Capital Outlay	0.00	100,000.00	(100,000.00)
8210 - Serial Bonds - Prin	75,000.00	75,000.00	0.00
8220 - Serial Bonds - Interest	1,606.75	1,609.00	(0.25)
Total Expense	<u>838,286.65</u>	<u>1,515,376.00</u>	<u>(877,090.35)</u>
Net Ordinary Income	<u>23,250.96</u>	<u>0.00</u>	<u>23,250.96</u>
Net Income	<u>23,250.96</u>	<u>0.00</u>	<u>23,250.96</u>

Board of Fire Commissioners Career Dept
July 10, 2014

FIRE & EMS Calls

- Year to Date – Career Dept. Runs
 - Fire Calls – 102
 - EMS Calls – 218

Fire Prevention

Inspections:	18
Re-inspection:	3
Fines:	
Permits:	3 – 1 @ 42.00 , 2 @ 331.00
Plans:	3 – Four Seasons expansion, Hyson Rd (by challenger) warehouse, North County Line Rd. (across from Orchards) update
Pre Plans:	Progress
Invests:	4 reports in progress --

Building Report

Station 1:

- HVAC System was serviced and new heating vent caps were installed
- Hedges were trimmed around the firehouse, FYI-Driveway side has poison ivy vine in hedge
- C&T was contacted and sprinklers were repaired
- Septic tanks were pumped out
- Lift pump for leach field is not working, A.P.S. has parts on order and it will be repaired tomorrow
- General housekeeping, minor repairs, and weekly cleaning was conducted

Station 2:

- Hedges were trimmed
- Septic tank was pumped out
- General housekeeping and minor repairs were conducted

Board of Fire Commissioners Career Dept
July 10, 2014

Trucks and Equipment

Unit 5405

- New tires were installed on rear of unit
- Broken pin on waterway, Blaze repaired stop and new pin is on order

Unit 5411

- Minor light repairs were made; some lights are on order

Unit 5417

- New batteries were installed
- Unit has minor electrical problem that will be assessed on Friday

Unit 5421

- Clutch on electric fan seized up, parts were located and unit should be back in service tomorrow
- Blaze is checking the transmission on computer

Special Details / Projects / Notifications

Notifications

Upcoming Drills

- July 2014 – Water Rescue
- August 2014 – Water Flow Drill
- September 2014 – Live Burn
- October 2014 – Search & Rescue
- November 2014 – Gas & Electrical Emergencies

Upcoming Classes

- July 17, 2014 – Medical Ethics in EMS
- August 21, 2014 – Training Officers Workshop (Pending)
- September 18, 2014 – Pharmacology Review
- October 16, 2014 – Pandemic Influenza
- November 20, 2014 – Winter Emergencies

**Note: All classes will be held at Station 55-1 at 9 am

Submitted by

