

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

Minutes of Meeting Held
June 11, 2015

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. "Open Meetings Act" statement was read by Board Attorney Youssouf. Commissioners Bollentin, Goldman, Leonard, and Ruditsky were present. Commissioner Torres was absent. Board Attorney Youssouf was also present. All participated in the Pledge of Allegiance. A moment of silence was observed.

Minutes- Commissioner Ruditsky motioned to approve the minutes of the May 14, 2015 General meeting with one correction (Under President's report, page 2, change name of "Jack Lubertazzi" to "Zack Lubertazzi", seconded by Commissioner Leonard. Motion passed by unanimous consent.

Treasurer's Report –The report and bill list (a copy of which is attached to the original minutes and incorporated herein by reference) as of June 11, 2015 was read by Commissioner Ruditsky. After discussion it was decided to withhold the check to the Jackson Township Municipal Authority in the amount of \$875 (due to no advance notice of increase for Board's budgeting purposes). Commissioner Leonard motioned to pay the bills as presented with the JT MUA check in the amount of \$ 875 being withheld, and to include payment to Susan L. Oksen-Pereira in the amount of \$225, seconded by Commissioner Goldman. Motion passed by unanimous consent.

Legal Report–Board Attorney Youssouf reported a NJ legislator is scheduled to speak at the convention. Discussion regarding pending legislature regarding the water company and the water company rates. Fire Department is to be exempt from water rate increases due to stand-by status.

Truck & Building/Career Department Report – read by Commissioner Goldman (a copy of which is attached to the original minutes and incorporated herein by reference). # 5401 – Lt. Reynolds requested that the rear step on pump out be extended further. #5411 – Commissioner Ruditsky motioned to approve the proposal from Blaze in the amount of \$1,750 to replace front suction pipe and to repair broken mounting bracket, seconded by Commissioner Goldman (a copy of the proposal is attached to the original minutes and incorporated herein by reference). Motion passed by unanimous consent. Proposals for repair to #03 right front and right rear were reviewed (a copy of the proposals is attached to the original minutes and incorporated herein by reference). After discussion, Commissioner Ruditsky motioned to accept the

proposal from Tilton in the amount of \$779, seconded by Commissioner Leonard. Motioned passed by unanimous consent.

Chief's Report– Chief Lubertazzi submitted a written report to the Board (a copy of the report is attached to the original minutes and incorporated herein by reference). Charger list was attached to Chief's report and discussed. Chargers to be kept in the Chief's truck(s). Commissioner Ruditsky motioned to spend up to \$200 for chargers, seconded by Commissioner Leonard. Motion passed by unanimous consent. Commissioner Bollentin advised the Chief that a spotter is to be used when backing up when backing up a vehicle that is insured by the Board of Fire Commissioners (for everyone – career and volunteer). Career staff is to advise when they go out of district so the company is aware of the situation. #05 is to go out on all rescues. # 17 is to go out on all EMS calls if feasible. All Board members were in agreement.

President's Report – No report. Quarterly report to the Board should be ready to be submitted to the Board for next month. It was reported that the bar is almost finished.

Fire Bureau: Report (part of the aforementioned Career Department Report) read earlier in the meeting by Commissioner Goldman.

Work Orders: Rim on #08 is damaged. Walk the truck before you drive it. If you see anything, report it.

Old Business/Correspondence:

Correspondence: None

Old Business: Three proposals were received for shrub removal/paver installation at entranceway to hall (copies of each are attached to the original minutes and incorporated herein by reference). Commissioner Leonard motioned to accept the proposal from Good Mowin' for paver work. There was no second on the motion. FF Leonard to obtain prices on stamped concrete vs. pavers. Traffic Safety regarding changing the access to the station for response to fire calls: called Commissioner Bollentin tonight. JT Traffic Safety recommended a letter be sent to Jack Kelly/ OC Road Department. Letter to include response time. Information to be provided to Board Attorney Youssouf so that he may draft the letter. Commissioner Bollentin to have Traffic Safety call Board Attorney Youssouf to review the issues to be included. Three seal coating bids were received (copies of each proposal are attached to the original minutes and incorporated herein by reference). Commissioner Ruditsky motioned to accept the proposal from P&S Paving & Sealcoating pending inspection of three completed jobs by the contractor, seconded by Commissioner Leonard. Motion passed by unanimous consent. FF Leonard reported that the east coast supervisor rep for Tremco is scheduled to be here on June 17, 2015 to inspect. Commissioner Bollentin reported that they met with the architect last week to review plans for Station #2. The architect is going to come back with rough drawing.

New Business: Commissioner Leonard motioned to spend \$100 to have lettering done on the boat, seconded by Commissioner Goldman. Motion passed by unanimous consent.

Executive Session: Commissioner Ruditsky motioned to accept the Resolution to take the Board into an executive session for the purpose of discussing lawyer/client privileged material and personnel matters, seconded by Commissioner Leonard. Motion passed by unanimous consent at 9:01 p.m. Subject matter to be released when it is no longer privileged. The executive session ended at 9:35 p.m. and the Board reconvened the public session.

Public Session: Problems with the video recorder were discussed including the soda machine broken in to. Commissioner Ruditsky motioned to upgrade the video recorder per the proposal from Save & Secure Security System, LLC (a copy of the proposal is attached to the original minutes and incorporated herein by reference) at a cost not to exceed \$5,300, seconded by Commissioner Goldman. Motion passed by unanimous consent. Commissioner Ruditsky motioned to accept the Resolution in Title to schedule a special meeting on Monday, June 15, 2015 at 6:30 pm at Station #1, seconded by Commissioner Goldman. Motion passed by unanimous consent.

Adjournment: With no other business to come before the Board, Commissioner Ruditsky motioned to accept the Resolution to adjourn the meeting, seconded by Commissioner Goldman. Motion passed by unanimous consent. Meeting adjourned at 9:38p.m.

Philip Goldman, Clerk

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

**June 11 , 2015
Meeting Time 8:00PM**

Meeting called to order 8:00PM
Reading of the "Public Meeting Act"
Flag Salute
Attendance
Secretaries Report
Treasurer's Report
Legal Report
Truck & Building Report
Chief's Report
President's Report
Fire Bureau Report
Work Order Requests
Old Business
New Business

Mail Correspondence-Per Orange Folder

Open to Public
Meeting Adjourned

Old Business-Correspondence/Pending
Sub-Station Building

New Business

Mail Correspondence
Per Orange folder

Board of Fire Commissioners
Cash Balances
As of June 11, 2015

	Jun 11, 15	
	Debit	Credit
1009 · Shore Community Operating	201,521.41	
1011 · Shore Community Payroll	17,951.10	
1012 · Shore Community Fire Bureau	69,789.21	
1016 · Shore Comm-CD-Future Cap 0721	294,479.51	
1018 · Shore Comm-CD-Future Cap 0795	234,522.01	
1019 · Shore Comm-CD Future Cap 0872	401,586.98	
1021 · Shore Comm-CD Future Cap 0877	177,642.33	
TOTAL	1,397,492.55	0.00

Board of Fire Commissioners
Treasurer Report
 As of June 11, 2015

Type	Date	Num	Name	Memo	Debit	Credit
1009 - Shore Community Operating						
Check	06/11/2015	3568	ACCU Copy	PO 6333		410.00
Check	06/11/2015	3569	Holmes and McDowell	PO 6334		10,459.00
Check	06/11/2015	3570	JCP&L	PO 6335		1,300.76
Check	06/11/2015	3571	NJNG	PO 6336		261.36
Check	06/11/2015	3572	Optimum	PO 6337		264.98
Check	06/11/2015	3573	Jackson Twp MUA	PO 6338		15,510.50
Check	06/11/2015	3574	Verizon Wireless	PO 6340		188.80
Check	06/11/2015	3575	Waste Management	PO 6341		346.40
Check	06/11/2015	3576	Blaze Emergency Equipment ...	PO 6342		1,287.50
Check	06/11/2015	3577	Family Practice of Contrastate	PO 6343		540.00
Check	06/11/2015	3578	Blue Tarp Financial Inc.	PO 6344		309.97
Check	06/11/2015	3579	Neil Brooks Plumbing Heatin...	PO 6345		740.00
Check	06/11/2015	3581	GW Tire Service	PO 6346		174.00
Check	06/11/2015	3582	Sheraton Inner Harbor	PO 6347		654.90
Check	06/11/2015	3583	Cygnos Expositions	PO 6348		299.00
Check	06/11/2015	3584	Asbury Park Press	PO 6349		60.50
Check	06/11/2015	3585	Jackson Storage	PO 6350		738.00
Check	06/11/2015	3586	Jackson National Life Insuran...	PO 6351		391.00
Check	06/11/2015	3587	Trask O'Hara	PO 6352		361.00
Check	06/11/2015	3588	Board of Fire Commissioner'...	PO 6353		8,281.38
Check	06/11/2015	3589	Defender Emergency Products	PO 6354		482.22
Check	06/11/2015	3590	Blaze Emergency Equipment ...	PO 6356		5,508.57
Check	06/11/2015	3591	Terminix	PO 6357		523.80
Check	06/11/2015	3592	Good Mowin'	PO 6359		411.00
Check	06/11/2015	3593	Contrastate Medical Ctr	PO 6360		50.00
Check	06/11/2015	3594	County Line hardware	PO 6361		38.30
Check	06/11/2015	3550	JCP&L	PO 6369		623.88
Check	06/11/2015	3551	Treasurer-State of New Jersey	PO 6368		397.00
Check	06/11/2015	3552	NJNG	PO 6367		40.54
Check	06/11/2015	3553	Safe & Secure Security Syste...	PO 6366		190.00
Check	06/11/2015	3554	Federal Express	PO 6365		84.06
Check	06/11/2015	3555	National Center for Safety Init...	PO 6364		44.00
Check	06/11/2015	3556	Verizon Wireless	PO 6363		359.46
Check	06/11/2015	3557	Galls	PO 6362		258.94
Check	06/11/2015	3558	Jackson Twp MUA	PO 6370		875.00
Check	06/11/2015	3566	NJNG	PO 6371		194.49
Check	06/11/2015	3565	Joseph D. Youssouf, Esq	PO 6372		6,107.00
Check	06/11/2015	3566	Susan L Oksen-Pereira	PO 3564		225.00
Total 1009 - Shore Community Operating					0.00	58,992.31
TOTAL					0.00	58,992.31

Board of Fire Commissioners
Profit & Loss Budget vs. Actual
 January 1 through June 11, 2015

	Jan 1 - Jun 11, 15	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4010 · Amount To Be Raised By Taxation	318,119.73	1,497,034.00	(1,178,914.27)
4020 · Supplemental Fire Services Act	0.00	3,257.00	(3,257.00)
4200 · Interest Income	188.71	500.00	(311.29)
4750 · Bureau of Fire Prevention Incm	12,960.10	35,145.00	(22,184.90)
4800 · Other Income	1,411.02	0.00	1,411.02
Total Income	332,679.56	1,535,936.00	(1,203,256.44)
Gross Profit	332,679.56	1,535,936.00	(1,203,256.44)
Expense			
5110 · Salaries - Commissioners	4,000.00	20,000.00	(16,000.00)
5120 · Salaries - Secretary	1,350.00	2,800.00	(1,450.00)
5210 · Elections	3,023.00	1,500.00	1,523.00
5220 · Office Expense	8,810.62	10,500.00	(1,689.38)
5230 · Professional Services	51,668.64	102,500.00	(50,831.36)
5260 · Bond Agent	1,244.84	1,500.00	(255.16)
5290 · Contingent Expenses	0.00	2,000.00	(2,000.00)
6110 · Salaries & Wages - Fire Lt.	50,313.60	109,032.00	(58,718.40)
6120 · Salaries - Full Time Fire	125,860.81	259,971.00	(134,110.19)
6125 · Clothing Allowance	2,715.00	0.00	2,715.00
6130 · Salaries - Fire Official	0.00	20,000.00	(20,000.00)
6140 · Salaries - Firefighter Overtime	11,643.86	25,000.00	(13,356.14)
6180 · Payroll Taxes	8,945.10	57,868.00	(48,922.90)
6185 · Employer Pension Contribution	32.82	55,388.00	(55,355.18)
6190 · Fringe Benefits	30,242.73	73,003.00	(42,760.27)
6210 · Insurance	87,665.36	110,000.00	(22,334.64)
6220 · Advertising	480.25	2,000.00	(1,519.75)
6310 · Maintenance & Repairs	35,831.26	110,000.00	(74,168.74)
6410 · Supplies	8,537.90	25,000.00	(16,462.10)
6415 · Fire Prevention	0.00	5,000.00	(5,000.00)
6510 · Utilities	27,655.35	65,000.00	(37,344.65)
6513 · Fire Service Agreement	3,500.00	0.00	3,500.00
6515 · Hydrant Rent	31,465.00	65,000.00	(33,535.00)
6610 · Misc. Firefighter Expenses	2,283.00	20,000.00	(17,717.00)
6611 · Training	3,340.86	20,000.00	(16,659.14)
6615 · Gear - Fire Company	3,315.87	15,000.00	(11,684.13)
6625 · Joint District Expenses	600.00	0.00	600.00
6630 · Building Rennovations/Equipment	1,176.08	37,729.00	(36,552.92)
6640 · SCBA	206.00	20,000.00	(19,794.00)
6650 · Emergency/First Aid Equipment	846.00	5,000.00	(4,154.00)
6655 · Replacement Equipment	850.00	40,000.00	(39,150.00)
6670 · Vehicle Equip-Radios/Pagers	3,445.00	30,000.00	(26,555.00)
6675 · UFSA	925.40	15,145.00	(14,219.60)
6910 · LOSAP	0.00	50,000.00	(50,000.00)
7810 · Res. For Future Capital Outlay	0.00	160,000.00	(160,000.00)
Total Expense	511,974.35	1,535,936.00	(1,023,961.65)
Net Ordinary Income	(179,294.79)	0.00	(179,294.79)
Net Income	(179,294.79)	0.00	(179,294.79)

Board of Fire Commissioners Career Dept
June 11, 2015

FIRE & EMS Calls

- Year to Date – Career Dept. Runs
 - Fire Calls – 77
 - EMS Calls – 164

Fire Prevention

Inspections: 28
Re-inspection: 12
Fines: 0
Permits: 0
Plans: progress
Pre Plans:
Invests: 5/26 Debris fire @ Unique Auto

Building Report

- General housekeeping, minor repairs, weekly cleaning was conducted at both stations
- Station 1 quotes for station repairs and upgrades were received
- Station 2 – front glass door was repaired

Trucks and Equipment

Unit 5401

- Lees Emergency Equipment was contact and scheduled to inspect damage

Unit 5405

- Engine and drive train were serviced
- Ladder service is scheduled for next week

Unit 5408

- Loose exhaust stack was repaired



JACKSON MILLS VOLUNTEER FIRE COMPANY NO. 1 STATION 54



465-B North County Line Road 📍 Jackson, New Jersey 08527

CHIEF'S REPORT

June 2015

RUNS FOR THE YEAR 213

SCHOOLS D/C Sheehan is in Haz-Mat safety officer class

DRILLS Monday June 22 we are having a drafting drill at 1930hrs

a Lt. Marrero selected 6 members and he will be training them in moving water rescue and then he will train the rest of the Department

EQUIPMENT would like to purchase replacement chargers and cords for the tablets and phones

See attached

VEHICLES reviewed all maintenance with Lt. Reynolds

Respectfully submitted


Chief Michael Lubertazzi

54
FIRE
CO.