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

Minutes of Meeting Held November 10, 2016

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

<u>Call to Order</u>- The meeting was called to order by Chairman Rich Leonard at 8:05 pm. "Open Meetings Act" statement was read by Board Attorney Youssouf. All participated in the Pledge of Allegiance. A moment of silence was observed.

Roll Call: Commissioners Bollentin, Goldman, Leonard, Ruditsky and Torres were present. Board Attorney Youssouf was present also.

<u>Minutes</u>: Commissioner Goldman motioned to approve the minutes of the October 13, 2016 General meeting as presented, seconded by Commissioner Bollentin. Motion passed by majority vote with Commissioner Ruditsky abstaining due to his absence.

Swearing In: Board Attorney Youssouf administered the oath of Firefighter for Jackson Township Fire District #4 to Richard Marrero.

<u>Treasurer's Report</u> –The report and bill list (a copy of which is attached to the original minutes and incorporated herein by reference) as of November 10, 2016 was read by Commissioner Torres. Commissioner Ruditsky motioned to accept the treasurer's report as read and to pay the bills as read, seconded by Commissioner Goldman. Motion passed by unanimous vote.

Legal Report – Board Attorney Youssouf reviewed the schedule for the budget with state deadlines. Intro to budget: State deadline: 12/20 – our meeting date: 12/8/16; Public hearing: State deadline: 1/24/17 – our meeting date: 1/12/17. Election date: third Saturday of February 2017 (2/18/17). Board Attorney Youssouf recommended that a Capital Question for Phase II at Station #2 be included on the ballot. Bond Referendum questions would need to be voted on by the Board at the December meeting in order for it to be placed on the ballot. After discussion, Commissioner Torres motioned to accept a Resolution scheduling a workshop session for November 16, 2016 at 7:30 pm to be held at Station #1, seconded by Commissioner Ruditsky. Motion passed by unanimous consent (Ayes: Bollentin, Goldman, Leonard, Ruditsky, Torres; No: none; Abstain: none; Absent: none). Board Attorney Youssouf to prepare notice for insertion.

<u>Truck & Building/Career Department Report</u> – read by Commissioner Goldman (a copy of which is attached to the original minutes and incorporated herein by reference).

Fire Bureau: read by Commissioner Goldman. A copy of the Fire Bureau's report is attached to the original minutes and incorporated herein by reference.

<u>Chief's Report</u> – Verbal report given by Chief Michael Lubertazzi. All is going well. He inquired about the request to the Board regarding the recliners. Board was in agreement to hold off.

<u>President's Report</u> – President Bob Booth reported that he is waiting for the annual appeal letter from Affiliated. Fire Service Agreement was raised. Board Attorney Youssouf was awaiting the final amount from the Board. Fire Company is expecting more background check information for a potential new member.

Work Orders: up to date.

Old Business/Correspondence:

Correspondence: None

Old Business:

Fire Service Agreement (FSA): Chairman Leonard reviewed with the Board the company's position that they no longer want to do hall rentals. Company will continue to be the primary resident of the hall—they are still responsible for general upkeep, maintain property & grounds. Hall may be used by company members, civic groups, etc. Commissioner Bollentin motioned to accept the resolution that the amount of \$50,000 in consideration to the Volunteer Fire Company to be included in the Fire Service Agreement, seconded by Commissioner Torres. Motion passed by unanimous consent. FSA is to be for three years (20016, 2017, 2018).

Schematic Design – Station #2 bathroom design was reviewed. Kitchen range for Station #2 was reviewed. Board was in agreement that a 6-burner stove with removable griddle be included. Commissioner Bollentin motioned to approve and accept design presented on drawings for Station #2, seconded by Commissioner Torres. Motion passed by unanimous consent.

Unfinished Business:

New Business:

Cell Phone: Rich Marrero's cell phone was run over on first day of duty. Board reimbursed him for it. Discussion on policy of replacement of personal items damaged while on duty. Discussion was tabled – to be discussed again at a later meeting.

Dan Sawinge Jr.: Chairman Leonard reported to the Board that he was called by Dan Sawing Jr. who requested that his LOSAP be withdrawn for medical reasons. Chairman Leonard approved the withdrawal.

Letter from JTFD #4 Firefighters Association: A letter requesting that an additional firefighter be hired for 2017 was received by the Board (a copy of

which is attached to the original minutes and incorporated herein by reference. Chairman Leonard reported to the Board that other than the amount of \$40,000 to \$50,000 has been included in the 2017 budget. Chairman Leonard would like to work out something to share his position at a future meeting. Discussion followed.

Tablets & Pagers: Lt. Reynolds advised the Board that cannot confirm where the two old tablets that were replaced are. He is going to contact Trask O'Hara to see if he still has them. After discussion, Commissioner Ruditsky stated that he would contact Trask to discuss the issue. List of pagers that have to be turned in have been submitted to the Chief and President.

Station #2 Clean up: Back room needs to be cleaned out as soon as possible in preparation for the upcoming renovation projects.

Christian McNeil: Outstanding item not yet turned in: winter jacket. He is to be contacted by Lt. Reynolds and asked to return it.

Carry money in budget to hire an additional firefighter. Chairman Leonard reviewed with the Board his position to keep money in the budget in the event that an additional firefighter is deemed necessary to hire in the future. Cheryl reviewed with the Board how the item could be listed in the budget (operational vs. administration). Commissioner Torres motioned to maintain the amount of approximately \$65,000 (includes possible salary and fringe benefits) in the 2017 budget. There was no second on the motion. Motion failed by procedure.

Public Session: None.

<u>Adjournment</u>: With no other business to come before the Board, Commissioner Torres motioned to accept the Resolution to adjourn the meeting, seconded by Commissioner Goldman. Motion passed by unanimous consent. Meeting adjourned at 9:08 pm.

Philip &ddmin

Clark

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

November 10, 2016 Meeting Time 8:00PM

'Meeting called to order 8:00PM
Reading of the "Public Meeting Act"
Flag Salute
Attendance
Secretary's 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 Schematic Design for Commodore Review 2017 Budget

New Business

<u>Mail Correspondence</u> Per Orange folder 6:40 P**M** 11/10/16

Accrual Basis

Board of Fire Commissioners Cash Balances

As of November 10, 2016

	Nov 10, 16		
	Debit	Credit	
1009 · Shore Community Operating	746,163.96		
1011 · Shore Community Payroll	76.528.44		
1012 · Shore Community Fire Bureau	46.272.24		
1016 · Shore Comm-CD-Future Cap 0721	298,900,03		
1018 · Shore Comm-CD-Future Cap 0795	240,201.98		
1019 · Shore Comm-CD Future Cap 0872	411,629.35		
1021 · Shore Comm-CD Future Cap 0877	179,427.63		
TOTAL	1,999,123.63	0.00	

Board of Fire Commissioners Treasurer Report As of November 10, 2016

Туре	Date	Num	Name	Memo	Debit	Credit
	1009 · Shore Community Operating					
Bill Pmt	11/10/2016	4264	Advanced Auto Parts			55.98
Bill Pmt	11/10/2016	4 265	Affordable Pumping Services			3,250.00
Bill Pmt	11/10/2016	4266	Air & Gas Technologies			429.00
Bill Pmt	11/10/2016	4267	AmeriHealth Casualty Services			3,342.93
Bill Pmt	11/10/2016	4268	Blaze Emergency Equipment			1,455.84
Bill Pmt	11/10/2016	4269	C & T Lawn Sprinkler			300.00
Bill Pmt	11/10/2016	4270	Cooper Power Systems			1,220.00
Bill Pmt	11/10/2016	4271	County Line hardware			9.87
Bill Pmt	11/10/2016	4272	Dafeldecker Associates			240.00
Bill Pmt	11/10/2016	4273	Emergency Medical Products			1,322.35
Bill Pmt	11/10/2016	4274	Emergency Reporting			780.00
Bill Pmt	11/10/2016	4275	Family Practice of Centrastate			1,135.00
Bill Pmt	11/10/2016	4276	Fire One			297.00
Bill Pmt	11/10/2016	4277	Good Mowin'			220.00
Bill Pmt	11/10/2016	4278	Hanger 14 Solutions LLC			450.00
Bill Pmt	11/10/2016	4279	Holmes and McDowell			10,540.00
Bill Pmt	11/10/2016	4280	Home Depot			98.47
Bill Pmt	11/10/2016	4281	Jack A. Purvis, A.I.A.			1,018.84
Bill Pmt	11/10/2016	4282	Jackson Twp MUA			16,065.00
Bill Pmt	11/10/2016	4283	JCP&L			1,435.31
Bill Pmt	11/10/2016	4284	Jersey Coast Equipment			373.90
Bill Pmt	11/10/2016	4285	McBride Glass			100.00
Bill Pmt	11/10/2016	4286	Monmouth County Treasurer			50.00
Bill Pmt	11/10/2016	4287	NJNG			280.44
Bill Pmt	11/10/2016	4288	Optimum			299.57
Bill Pmt	11/10/2016	4289	RJP Hotsy			7,500.00
Bill Pmt	11/10/2016	4290	Safe & Secure Security Syste			265.00
Bill Pmt	11/10/2016	4291	TradeMaster, Inc.			2,678.00
Bill Pmt	11/10/2016	4292	Velting Overhead Door			636.22
Bill Pmt	11/10/2016	4293	Verizon			4.01
Bill Pmt	11/10/2016	4294	Verizon Wireless			275.36
Bill Pmt	11/10/2016	4295	Waste Management			258.38
Bill Pmt	11/10/2016	4296	Air & Gas Technologies			300.00
Bill Pmt	11/10/2016	4297	Blaze Emergency Equipment			1,243.00
Bill Pmt	11/10/2016	4298	Good Mowin'			411.00
Bill Pmt	11/10/2016	4299	JCP&L			260.11
Bill Pmt	11/10/2016	4300	Verizon Wireless			188.80
Bill Pmt	11/10/2016	4300	Waste Management			183.22
Bill Pmt	11/10/2016	4303	Susan L Oksen-Pereira			225.00
Bill Pmt	11/10/2016	4304	Richard R Marrero Jr.			563.07
Bill Pmt	11/10/2016	4305	Velting Overhead Door			125.00
Total 1009 · Sh	ore Community	Operating	J		0.00	59,885.67
OTAL					0.00	59,885.67

Board of Fire Commissioners Profit & Loss Budget vs. Actual January 1 through November 10, 2016

,051,307,13 0.00	_	
	1,529,174.00	(477,866.87)
	3,257.00	(3,257.00)
551.11	500.00	51.11
22,309.79	35,000.00	(12,690.21)
25.00	0.00	25.00
074,193.03	1,567,931.00	(493,737.97)
074,193.03	1,567,931.00	(493,737.97)
4,000.00	20,000.00	(16,000.00)
2,475.00	2,800.00	(325.00)
2,692.52	1,500.00	1,192.52
5,123.02	10,500.00	(5,376.98)
52,442.84	102,500.00	(50,057.16)
0.00	1,500.00	(1,500.00)
92,241.60	109,032.00	(16,790.40)
228,592.81	280,653.00	(52,060.19)
6,184.00	7,500.00	(1,316.00)
20,000.00	20,000.00	0.00
19,450.32	25,000.00	(5,549.68)
26,473.70	37,997.00	(11,523.30)
0.00	60,512.00	(60,512.00)
73,522.77	79,449.00	(5,926.23)
105,209.53	110,000.00	(4,790.47)
2,171.25	2,000.00	171.25
89,660.26	110,000.00	(20,339.74)
15,013.07	25,000.00	(9,986.93)
3,885.86	5,000.00	(1,114.14)
43,786.82	65,000.00	(21,213.18)
0.00	3,500.00	(3,500.00)
64,365.00	65,000.00	(635.00)
10,282.82	25,000.00	(14,717.18)
7,580.75	20,000.00	(12,419.25)
4,440.80	15,000.00	(10,559.20)
0.00	5,000.00	(5,000.00)
0.00	41,988.00	(41,988.00)
12,606.34	34,500.00	(21,893.66)
7,077.30	15,000.00	(7,922.70)
6,347.87	5,000.00	1,347.87
3,805.09	40,000.00	(36, 194.91)
2,359.70	30,000.00	(27,640.30)
3,587.56	15,000.00	(11,412.44)
0.00	50,000.00	(50,000.00)
0.00	2,000.00	(2,000.00)
25,000.00	125,000.00	0.00
40 378 60	1,567,931.00	(527,552.40)
	0.00	33,814.43
	_	33,814.43
	,040,378.60 33,814.43	,040,378.60 1,567,931.00

Bureau of Fire Prevention District #4 Jackson Township

465 A North County Line Rd. Jackson NJ, 08527 Office 732-928-7848 Fax 732-928-8220 Fire Official – John Burmeister Jr.

November 10, 2016 Monthly Bureau Report

Inspections are being completed as normal (10 inspections completed). One new site plan received (two story medical office) to be reviewed. Others are still pending.

No fines have been issued and several permits have been inspected and awaiting payment. Budget for 2017 was submitted.

New Emergency Reporting Software (full package) was ordered and should be up and running by months end. Shared services agreement with township in regards to enforcement of parking violations to be signed once other districts have signed.

Respectfully submitted, John Burmeister Jr. Fire Official

Inspection Summary (10 Inspections)

11/10/2016 4:52:30 PM

Filters:

- Inspection Source: Internal Department Only
- Start Date: 10/1/2016 12:00:00 AM
- · End Date: 10/31/2016 11:59:59 PM
- · Inspector: -all-
- · Occupancy Type: -all-
- · Section Number: -all-
- · Occupancy Number: -all-
- Address: -all-
- · Street Name: -all-

- · Occupant Name: -all-
- · Zip Code: -all-
- · Owner: -all-
- · Location: -all-
- · Auto Exting. Type: -all-
- · Inspection Type: -all-
- Exclude Re-Inspections: No

Section Name

KO	₩ Occupant Type	e Occupa #	ncy Section	nOccupant/Location	Property Owner	Туре	Date/Inspector
	VA	YA	VA	YA	YA	VA	AV AV
1	Residential board and care	4382	09_D4	Alternatives Inc 5 Pamela Court Jackson, NJ 08527 Structure: Alernatives	Kristen	LHU - Annua	al10/14/16 J. Burmeister Jr.
2	Educational, other	4115	08_D4	CARL GOETZ MIDDLE SCHOOL TRAILER E,F,G,H,I,J,K,L,M,N (4115) 865 PATTERSON Road Jackson, NJ 08527	Jackson Bd of Education	inspect #2 4	10/26/16 J. Burmeister Jr.
3	Educational, other	4115	08_D4	CARL GOETZ MIDDLE SCHOOL TRAILER E,F,G,H,I,J,K,L,M,N (4115) 865 PATTERSON Road Jackson, NJ 08527	Jackson Bd of Education	inspect #1 4	10/26/16 J. Burmeister Jr.
4	Business office	4277	09_D4	COOKS LANDING AT JACKSON LLC (4277) 3899 ROUTE 516 Jackson, NJ 08527	cook	<u>Non - LHU</u> 1 NOVs	10/5/16 J. Burmeister Jr.
5	Motor vehicle or boat sales, services, repair		04_D4	JACKSON AUTO BODY (427) 133 East COMMODORE Boulevard Jackson, NJ 08527	Vince Evangelista	Re- inspect #1 3 NOVs	10/28/16 J. Burmeister Jr.
6	Motor vehicle or boat sales, services, repair		03_D4	PAUL'S AUTO REPAIR (489) 372 West COMMODORE Boulevard Jackson, NJ 08527	Paul Staffieri	Re- inspect #1 2 NOVs	10/5/16 J. Burmeister Jr.
7	Bank	4303	10_D4	PNC BANK (4303) 331 North COUNTY	pnc	Non - LHU	10/3/16 J. Burmeister Jr.

Board of Fire Commissioners Career Dept November 10, 2016

FIRE & EMS Calls

- Year to Date Career Dept. Runs
 - o Fire Calls 132
 - o EMS Calls 412

Building Report

• General housekeeping, minor repairs, weekly cleaning was conducted at both stations. The lawn sprinkler systems at both buildings have been winterized. The night light at station 2 has been repaired and in working order. All roofing repairs at station1 should be completed by the end of the week. All exterior lights at the Sub Station have been replaced with LED bulbs.

Trucks

Engine 5401

Yearly service completed.

<u>Ladder 5405</u>

- Yearly service completed.
- 2 Door lifts pistons have been replaced on the officer side.
- Spot lights on the ladder have repaired.

Engine 5407

Blaze completed the repairs on the rear brakes and axel bearing.

Engine 5411

- Yearly service completed.
- Elec. PPV Fan and Turn Signal repaired during weekly checks.

Safety 5414

Scheduled for a safety recall at Freehold Dodge on 11/18/16

Engine 5417

Yearly service completed.

Support 5427

Yearly service scheduled at Skillender's Auto.

Special Details / Projects / Notifications

- New Grease Trap installed by APS
- Fire Prevention is completed for the year.
- Replacement EMS gear has been order and placed into service.
- Found a leak in one of the SCBA tanks from ladder 5405, Placed out of service.

Submitted by Lt. Mark Reynolds

2016.

RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO.4 JACKSON TOWNSHIP AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT BETWEEN THE TOWNSHIP OF JACKSON AND F.D. NO.4

WHEREAS; The Township of Jackson and Fire Districts No. 2,3 and 4 recognize the need for enforcement of parking regulations within the various fire districts; and

WHEREAS; The Board of Fire Commissioners of Fire District No.4 Jackson Township intends to enter into a shared services agreement with the Township of Jackson to provide for mutual enforcement of parking regulations in fire zones etc. within its jurisdiction; and

WHEREAS; N.J.S.A. 40:65-1 et. seq. permits units of local government to enter into a contract with any other unit of local government providing for the joint provision of any service within their several jurisdictions.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.4 Jackson Township that the Chairman and Clerk of the Board are authorized to execute the Shared Services Agreement between the Township of Jackson and Fire district No. 2, 3 and 4 which is annexed hereto and incorporated herein by reference.

Moved by:	Gold	lman			Se	conded by:	Ruditsky
Roll Call Vot Bollen Golde Ayes: Leon Rudi Torro	ctin nan ard tsky	Nays:	ø	Al	osent:	Ø	Abstain:
Certified to Commission	be a true iers Jack	e copy o son Tov	f a Resol vnship F	lution ad J.D. No.4	opted b	oy the Board 知	d of Fire ay of

Chilip Aldman, Clerk

RESOLUTION OF THE TOWNSHIP OF JACKSON JACKSON, NEW JERSEY

RESOLUTION NUMB	ER: <u>347R-16</u>	i	DATE OF	ADOPTION	: 10-25	-16		
TITLE: AUTHORIZE BETWEEN THE TOW OF FIRE COMMISSIO CERTAIN PARKING I OCTOBER 26, 2016 A	NSHIP OF 1/ NERS DISTI REGULATIO	ACKSON A LICTS 2, 3 NS FOR A	ND THE JAC AND 4 FOR T FIVE (5) YEA	KSON TOW HE ENFORG	NSHIP BOAT	RD		
Council Member:	Martin	رر	presents the	following re	solution.			
Seconded by	alpger	0			1 of 2			
WHEREAS, the unit of government to es within their several juris	nter into a cor	stract with a	my other local	, et. seq. per unit for the j	nits any local pint provision			
WHEREAS, the Commissioners District geographic area; and	e Township o s No. 2, 3 and	f Jackson ar 4 each hav	nd the Jackson re governments	Township Bo al authority or	oard of Fire ver the same			
WHEREAS, the enforcement of parking	ere exists with regulations a	iin the afor id such enfi	esaid geograph orcement woul	ical area a ne d benefit eac	ed for h party; and			
WHEREAS, the	e parties are d be mutually	esirous of r beneficial;	eaching an agr and	eement for su	ich enforceme	ent,		
WHEREAS, the and 4 desire to enter interprovide enforcement of	o a Shared Se	rvices Agre	ement with the	Township of	f Jackson to	3		
WHEREAS, the Agreement with all three	e Township C e (3) fire Dist	ouncil is de	sirous of enter	ing into this	Shared Servic	es		
			au m	akis Es	lle			
DATED: /0-25-/	16			RIE EDEN, OP CLERK	R.M.C.			
RECORD OF VOTE				Council V.P.	Council President			
TOWNSHIP COUNCIL	Barry Calogero	Scott Martin	Ann Updegrave	Kenneth Bressi	Robert	•		•
YES	Calogolo	IVIALUII	Opdegrave	DICSSI	Nixon			
<i>*</i>								
NO								
ABSTAIN								
ABSENT					1/			
I, Ann Marie Ed Ocean, hereby certify th Council on the25	en, Municipal at the above i	Clerk of the a true cop	e Township of y of a Resoluti	Jackson in the	he County of y the Townsh	in hi	alis	G10,
	uay or	<u> </u>	<u>~</u>	2010.	ica	ang i in		le

SHARED SERVICES AGREEMENT

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Agreement between the Township of Jackson and Fire Districts No. 2, 3, and 4.

THIS AGREEMENT, being made this	day of	, 2016, between
TOWNSHIP OF JACKSON and the JACKSON TO	OWNSHIP BOAR	DS OF FIRE
COMMISSIONERS.		

WHEREAS, the Township of Jackson ("Township") is a municipal corporation of the State of New Jersey, having its principal offices located at Municipal Building, 95 W. Veterans Highway, Jackson, New Jersey 08527.

WHEREAS, the Jackson Township Board of Fire Commissioners, District 2 ("Fire Commissioners"), is located at 785 Miller Avenue, Jackson, New Jersey 08527; and WHEREAS, the Jackson Township Board of Fire Commissioners, District 3 ("Fire Commissioners"), is located at 200 Kierych Memorial Drive, Jackson, New Jersey 08527; and WHEREAS, the Jackson Township Board of Fire Commissioners, District 4 ("Fire Commissioners"), is located at 465 No. County Line Road #A, Jackson, New Jersey 08527; and WHEREAS, the Township and Fire Commissioners have governmental authority over the same geographic area; and

WHEREAS, there exists a need within the aforesaid geographical area for enforcement of certain parking ordinances, and such enforcement would benefit each party; and

WHEREAS, the parties are desirous of reaching an agreement for such enforcement which agreement would be mutually beneficial;

NOW, THEREFORE, in consideration of the promises exchanged herein, it is agreed as follows:

6. This Agreem	ent shall be e	ffective upon signing, and si	hall be for a five year	period
commencing Oct	26	, 2016 and shall terminate	Oct. 26	, 2021
Attested By:	Alla.	ownship Of Jackson		
Ann Marie Eden, Towns	hip Clerk	Michael Reina, Mayor		
!		•		
Attested By:	- /)	ackson Township Board of missioners, Fire District # 2		
- De EM		MT Grass	<u>.</u>	
		C6m	nmissioner	
Attested By: Substitute		ackson Township Board of missioners, Fire District #3		
Attested By:		ackson Township Board of missioners, Fire District # 4		
Poplary Commissioner		h		

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