

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

Minutes of Meeting Held  
January 12, 2017

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 Rich Leonard at 8:08 pm. "Open Meetings Act" statement was read by Board Attorney Youssouf. All participated in the Pledge of Allegiance. A moment of silence was observed for victims of violence and terrorism.

**Budget Hearing:** Commissioner Torres motioned to suspend the regular agenda of the meeting and hold the budget hearing at this time, seconded by Commissioner Goldman. Motion passed by unanimous consent. Cheryl advised the Board that the DCA advised her this morning that they would not pass the utility vehicle since the public did not vote it on. After discussion, utility vehicle will be included in the 2018 budget. Board Attorney Youssouf read the 2017 Adopted Budget Resolution Jackson Fire District No. 4 Fiscal Year January 1, 2017 to December 31, 2017 (total Revenues of \$2,096,141, which includes amount to be raised by taxation of \$1,557,384 and total appropriations of \$2,096,141). A copy of the Resolution is attached to the original minutes and incorporated herein by reference. A copy of the 2017 Budget Summary is attached to the original minutes and incorporated herein by reference. Commissioner Ruditsky motioned by accept the Resolution as read by Board Attorney Youssouf and seconded by Commissioner Goldman. Motioned passed by unanimous consent. Board Attorney Youssouf opened the floor for any questions/comments by the public and/or the Board. There were no questions/comments from the public. Board Attorney Youssouf pointed out to the Board that with this budget the tax rate is essentially unchanged. Commissioner Torres motioned to close the public hearing at 8:15 pm, seconded by Commissioner Goldman. Motion passed unanimous consent. Commissioner Torres motioned to accept the 2017 Budget Resolution adopting the 2017 budget, seconded by Commissioner Goldman. Motion passed (Ayes: Goldman, Leonard, Ruditsky, Torres; Nay: none; Absent: Bollentin; Abstain: none). Budget and election will now be advertised. Nominating petitions for position of Fire Commissioner are due by January 21, 2017. Two positions will be open. Raymond Torres submitted his nominating petition. Cheryl to advise Board Attorney Youssouf when other nominating petitions are received so ballot may be prepared. Board Attorney Youssouf read a Resolution adopting a temporary budget for the year 2017. Commissioner Goldman motioned to accept the Resolution as read, seconded by Commissioner Torres. Motion passed (Ayes: Goldman, Leonard, Ruditsky, Torres; Nay: none; Absent: Bollentin; Abstain: none). A copy of the Resolution is attached to the original minutes and incorporated herein by reference. Email correspondence from Melissa Ford/DCA/Div. of Local Government Services dated Jan 12 2017 was read by

Board Attorney Youssouf advising that that the introduced budget was approved and the Board was authorized to proceed with the adoption. A copy of the email is attached to the original minutes and incorporated herein by reference. Board Attorney Youssouf reviewed election date and polling hours with the Board.

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

**Minutes:** Commissioner Goldman motioned to approve the minutes of the December 8, 2016 General meeting as presented, seconded by Commissioner Ruditsky. 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 January 12, 2017 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. Bill from CNC Embroidery in the amount of \$ 435. was discussed. After discussion, Commissioner Torres motion to pay the bill, seconded by Commissioner Ruditsky. Motion passed by unanimous consent.

**Legal Report** – All aspects of the legal report were covered under the budget-hearing portion of the meeting.

**Truck & Building/Career Department Report** – read by Commissioner Goldman (a copy of which is attached to the original minutes and incorporated herein by reference). Discussion – switch for siren at Station #2 is in line with the dumpster. Dumpster to be moved away from the switch area. Acting Lt. Rich Leonard reported that Lt. Reynolds is requesting that small electrical outlets at both ends of the building be changed to three-prong outlets (for power washer). Acting Lt. Leonard requested that an outlet be installed in the meeting room behind the television. Board was in agreement. Truck repairs to be discussed/clarified with Lt. Reynolds upon his return. Career staff is asking to take two classes in February at other locations (2/8/17: Standpipe Operations, 7 to 10 pm, \$35 per person; 2/16/17: Fire Officer responsibility at incendiary fires, \$40 per person). Board was in agreement.

**Chief's Report** –Chief Michael Lubertazzi submitted a written report to the Board (a copy of which is attached to the original minutes and incorporated herein by reference). Discussion: Station #55 to cover for banquet on Jan 21 2017. Board was in agreement – also that Jack Siedler was approved to drive #5405 (Siedler to become familiar with #5405 prior to the banquet coverage). Chief Lubertazzi read a commendation from a structure fire at 124 Huntington Dr, which occurred on December 15, 2016. A copy of the Commendation by Chief Lubertazzi dated January 9, 2017 is attached to the original minutes and incorporated herein by reference. After discussion, Commissioner Torres to motioned to approve Resolution in Title of Commendation for Lt. Reynolds and FF Stanley O'Brien Jr. for service above and beyond the call of duty rendered on December 15, 2016, seconded by Commissioner Ruditsky. Motion passed by unanimous consent. Board Attorney Youssouf to prepare Resolution/Plaques for

Lt. Reynolds & FF O'Brien Jr. A copy of a motor vehicle incident report dated Jan 7 2017 is attached to the original minutes and incorporated herein by reference.

**President's Report** – Vice President Steven Linde reviewed a copy of the President's written report with the Board (a copy of which is attached to the original minutes and incorporated herein by reference). Board was in agreement with the fire company's proposed changes in the process of bringing new volunteers into the company. Jeff Ernst was introduced to the Board (potential new member – transfer from Station #55). Cheryl needs application for candidate who wants to join the company. Board was in agreement with the company using the bays for the Valentine's Day flower sale. Acting Lt. Leonard was directed to obtain estimates regarding the helicopter pad landing lights. Acting Lt. Leonard will contact Terminex to take care of the rodent issue.

**Fire Bureau:** absent. Report was read by Commissioner Ruditsky. A copy of the Fire Bureau's report is attached to the original minutes and incorporated herein by reference. Cheryl advised that the cable subscription has changed. There will be an upcharge to maintain the amount of channels that are currently available.

**Work Orders:** up to date.

**Old Business/Correspondence:**

**Correspondence:** Letter from JTPD – requesting to use Station #1 for car seat installation checkpoint. Commissioner Ruditsky to contact JTPD to discuss their needs.

**Old Business:**

**Station #2 Renderings:** by Jack Purvis (architect) were submitted to the Board. Commissioner Ruditsky reported that electrical contractor; electrical engineer and mechanical engineer did a walk through today at Station #2. Bid spec booklet to put out for bids should be ready in approximately 2 to 3 weeks. Commissioner Ruditsky advised that the mechanical room and back room has to be completely cleaned out. All are in agreement that it is to be completed by next commissioner's meeting.

**Unfinished Business:**

**New Business:**

**Request for LOSAP leave:** Andrew Caragiulo requested to take a leave from LOSAP. Board was in agreement.

**Public Session:** None.

**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 9:15 pm.

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

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

**January 12, 2016  
Meeting Time 8:00PM**

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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  
Adopt 2017 Budget, Resolution for Temporary Budget  
Plans from Architect

New Business

Mail Correspondence

1/12/17

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS  
OF FIRE DISTRICT NO.4 JACKSON TOWNSHIP ADOPTING  
A TEMPORARY BUDGET FOR THE YEAR 2017.**

**WHEREAS;** the Board of Fire Commissioners has introduced and approved its proposed budget for the year 2017 and submitted same to the State of New Jersey, Department of Community Affairs, Division of Local Government Services for review and approval as required by administrative regulations; and

**WHEREAS;** it is necessary and appropriate for the Board of Fire Commissioners to appropriate and expend funds to meet various contractual obligations including the payment of salaries, insurance bills, public utilities charges and professional fees while awaiting voter approval of the 2017 budget; and

**WHEREAS;** N.J.S.A. 40A:14-78.17 permits fire districts to adopt a resolution creating a temporary budget to make appropriations to provide for the payment of such bills and expenses for the period between the beginning of the fiscal year and the adoption of the budget; and

**WHEREAS;** the total appropriations so made shall not exceed 14% of the total appropriations made for all purposes in the budget for the preceding fiscal year excluding appropriations made for interest and debt redemption charges and capital improvements; and

**WHEREAS;** 14% of the prior year's budget, excluding the prohibited appropriations, is **TWO HUNDRED TWO THOUSAND TEN DOLLARS (\$202,010.00)**.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Board of Fire Commissioners of Fire District No.4 Jackson Township that a temporary operating budget in the amount of **\$202,010.00** is hereby adopted to fund Board operations for the period commencing January 1 through March 1, 2017.

Moved by: Goldman

Seconded by: Torres

Roll Call Vote:

Goldman

Leonard

Ayes: Ruditsky

Torres

Nays:

Absent: Bollentin

Abstain:

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners Fire District No.4 Jackson Township on January 12, 2017.

 Clerk

# 2017 ADOPTED BUDGET RESOLUTION

## JACKSON FIRE DISTRICT NO. 4

**FISCAL YEAR: January 1, 2017 to December 31, 2017**

WHEREAS, the Annual Budget for the Township of Jackson Fire District No. (the "Fire District") for the fiscal year beginning January 1, 2017 and ending December 31, 2017, has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of January 12, 2016; and

WHEREAS, the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the adopted budget is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et. seq.)

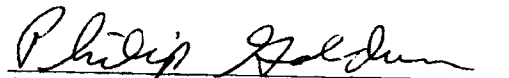
WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 2,096,141 which includes amount to be raised by taxation of \$1,557,384 and Total Appropriations of \$2,096,141; and

WHEREAS, an election shall be held annually on the third Saturday of February in each established fire district to determine the amount to be raised by taxation for the ensuing year;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District at an open public meeting held on January 12, 2017 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2017 and ending December 31, 2017, is hereby adopted and shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$2,096,141 which includes amount to be raised by taxation of \$1,557,384, and Total Appropriations of \$2,096,141; and

BE IT FURTHER RESOLVED, that the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

BE IT FURTHER RESOLVED, that an annual election shall be held on the third Saturday of February to determine the amount to be raised by taxation for the ensuing year. The results of which shall be subsequently certified to the Division and the Municipal Assessor.

  
(Secretary's Signature)

1/12/17  
(Date)

**Board of Commissioners Recorded Vote**

Member	Aye	Nay	Abstain	Absent
John Bollentin	✓			
Richard Leonard	✓			
Raymond Torres Jr.	✓			
Brian Ruditsky	✓			
Philp Goldman	✓			

**Subject:** Jackson FD 4  
**From:** Ford, Melissa (Melissa.Ford@dca.nj.gov)  
**To:** gwicheryl@yahoo.com;  
**Cc:** Cavel.Gallimore@dca.nj.gov;  
**Date:** Thursday, January 12, 2017 11:26 AM

Your introduced budget has been approved by DLGS and you can proceed with your Adoption.

Please contact me with any further questions,

Melissa

Melissa E. Ford

Bureau of Authority Regulations

Community Service Officer

State of New Jersey

Department of Community Affairs

Division of Local Government Services

101 South Broad Street

PO Box 803

Trenton, NJ 08625-0803

Tel: (609) 633-6238

Fax: (609) 984-7388

melissa.ford@dca.nj.gov



**Jackson Fire District No. 4**  
**2017 Budget Summary**

	2017
<b>APPROPRIATIONS</b>	
Salaries	\$ 460,835
Fringe Benefits	269,506
Election Expense	1,500
Professional Fees	107,500
Office Expenses	10,500.00
Bond Agent	1,500.00
Outside Services	2,800.00
Advertising	2,000.00
Insurance	60,000.00
Maintenance & Repairs	110,000.00
Supplies	25,000.00
Utilities	65,000.00
Miscellaneous Firefighter Expense	25,000.00
SCBA	15,000.00
Emergency/First Aid Equipment	5,000.00
Gear	15,000.00
Replacement Equipment	40,000.00
Training	20,000.00
Fire Service Agreement - JMVFC	50,000.00
Hydrant Rental	65,000.00
Joint District Expenses	5,000.00
Fire Prevention	5,000.00
Firefighting Equipment	60,000.00
Contigent Expenses	2,000.00
Non-Bondables	108,000
Appropriations Offset with Revenues	15,000
LOSAP	50,000
Capital Appropriations	500,000
<b>Total Appropriations</b>	<b>\$ 2,096,141</b>
<b>REVENUES</b>	
Fund Balance Utilized	\$ 500,000
Interest Income	500
Supplemental Fire Service Act	3,257
Uniform Fire Safety Act	35,000
Amount to Be Raised by Taxation	1,557,384
<b>Total Revenues</b>	<b>\$ 2,096,141</b>
<b>Tax Rate per \$100</b>	<b>0.070</b>

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Accrual Basis

**Board of Fire Commissioners**  
**Cash Balances**  
**As of January 12, 2017**

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	Jan 12, 17	
	<u>Debit</u>	<u>Credit</u>
1009 · Shore Community Operating	495,506.62	
1011 · Shore Community Payroll	67,185.72	
1012 · Shore Community Fire Bureau	50,215.43	
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	
<b>TOTAL</b>	<b><u>1,743,066.76</u></b>	<b><u>0.00</u></b>

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 Accrual Basis

Board of Fire Commissioners  
**Treasurer Report**  
 As of January 12, 2017

Type	Date	Num	Name	Memo	Debit	Credit
<b>1009 · Shore Community Operating</b>						
Bill Pmt -...	01/12/2017	4346	1st Choice Safety Equipment			3,245.00
Bill Pmt -...	01/12/2017	4347	Advanced Auto Parts			106.93
Bill Pmt -...	01/12/2017	4348	Asbury Park Press			68.00
Bill Pmt -...	01/12/2017	4349	Family Practice of Centrastate			305.00
Bill Pmt -...	01/12/2017	4350	Federal Express			46.56
Bill Pmt -...	01/12/2017	4351	Fire & Safety Services, Ltd			411.00
Bill Pmt -...	01/12/2017	4352	Good Mowin'			60.00
Bill Pmt -...	01/12/2017	4353	Home Depot			373.42
Bill Pmt -...	01/12/2017	4354	Jack A. Purvis, A.I.A.			5,244.04
Bill Pmt -...	01/12/2017	4355	Jackson Mills Volunteer Fire ...			25,100.00
Bill Pmt -...	01/12/2017	4356	JCP&L			1,766.51
Bill Pmt -...	01/12/2017	4357	Lincoln Financial Group			37,468.25
Bill Pmt -...	01/12/2017	4358	Neil Brooks Plumbing Heatin...			1,108.00
Bill Pmt -...	01/12/2017	4359	NJMVC			150.00
Bill Pmt -...	01/12/2017	4360	NJNG			1,152.23
Bill Pmt -...	01/12/2017	4361	Ocean Security Systems, Inc.			124.00
Bill Pmt -...	01/12/2017	4362	Optimum			303.41
Bill Pmt -...	01/12/2017	4363	Skillender s Service Center Inc.			1,413.70
Bill Pmt -...	01/12/2017	4364	Verizon			161.30
Bill Pmt -...	01/12/2017	4365	Verizon Wireless			250.36
Bill Pmt -...	01/12/2017	4366	Waste Management			718.73
Bill Pmt -...	01/12/2017	4367	Watchung Beverage Delivery			35.77
Bill Pmt -...	01/12/2017	4369	1st Choice Safety Equipment			25.00
Bill Pmt -...	01/12/2017	4370	Verizon Wireless			183.80
Bill Pmt -...	01/12/2017	4371	Board of Fire Commissioner'...			253.46
Bill Pmt -...	01/12/2017	4372	Susan L Oksen-Pereira			225.00
Total 1009 · Shore Community Operating					0.00	80,299.47
<b>TOTAL</b>					<b>0.00</b>	<b>80,299.47</b>

*CNC Embroidery* + 435. -

**Board of Fire Commissioners**  
**Profit & Loss Budget vs. Actual**  
**January 1 - 12, 2017**

	Jan 1 - 12, 17	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4010 · Amount To Be Raised By Taxation	0.00	602,858.32	(602,858.32)
4020 · Supplemental Fire Services Act	0.00	1,260.77	(1,260.77)
4200 · Interest Income	0.00	193.55	(193.55)
4750 · Bureau of Fire Prevention Incm	0.00	13,548.39	(13,548.39)
4920 · Unreserved Fund Balance	0.00	193,548.39	(193,548.39)
<b>Total Income</b>	0.00	811,409.42	(811,409.42)
<b>Gross Profit</b>	0.00	811,409.42	(811,409.42)
<b>Expense</b>			
5110 · Salaries - Commissioners	0.00	7,741.94	(7,741.94)
5120 · Salaries - Secretary	225.00	1,083.87	(858.87)
5210 · Elections	0.00	580.65	(580.65)
5220 · Office Expense	232.33	4,064.52	(3,832.19)
5230 · Professional Services	5,244.04	41,612.90	(36,368.86)
5260 · Bond Agent	0.00	580.65	(580.65)
5290 · Contingent Expenses	0.00	774.19	(774.19)
6110 · Salaries & Wages - Fire Lt.	0.00	42,205.94	(42,205.94)
6120 · Salaries - Full Time Fire	0.00	108,117.29	(108,117.29)
6125 · Clothing Allowance	0.00	2,903.23	(2,903.23)
6130 · Salaries - Fire Official	0.00	7,741.94	(7,741.94)
6140 · Salaries - Firefighter Overtime	0.00	9,677.42	(9,677.42)
6180 · Payroll Taxes	0.00	13,755.48	(13,755.48)
6185 · Employer Pension Contribution	0.00	28,085.03	(28,085.03)
6190 · Fringe Benefits	0.00	39,258.58	(39,258.58)
6210 · Insurance	0.00	46,451.61	(46,451.61)
6220 · Advertising	68.00	774.19	(706.19)
6310 · Maintenance & Repairs	3,597.05	42,580.65	(38,983.60)
6410 · Supplies	1,363.08	9,677.42	(8,314.34)
6415 · Fire Prevention	0.00	1,935.48	(1,935.48)
6510 · Utilities	4,728.41	25,161.29	(20,432.88)
6513 · Fire Service Agreement	25,000.00	0.00	25,000.00
6515 · Hydrant Rent	0.00	25,161.29	(25,161.29)
6610 · Misc. Firefighter Expenses	305.00	9,677.42	(9,372.42)
6611 · Training	0.00	7,741.94	(7,741.94)
6615 · Gear - Fire Company	56.11	5,806.45	(5,750.34)
6620 · Fire Suppression Equipment	0.00	19,354.84	(19,354.84)
6625 · Joint District Expenses	253.46	1,935.48	(1,682.02)
6630 · Building Rennovations	0.00	15,483.87	(15,483.87)
6635 · Equipment-Non-Bondable	0.00	37,935.48	(37,935.48)
6640 · SCBA	0.00	5,806.45	(5,806.45)
6650 · Emergency/First Aid Equipment	0.00	1,935.48	(1,935.48)
6655 · Replacement Equipment	3,270.00	15,483.87	(12,213.87)
6670 · Vehicle Equip-Radios/Pagers	0.00	11,612.90	(11,612.90)
6675 · UFSA	100.00	5,806.45	(5,706.45)
6910 · LOSAP	37,468.25	19,354.84	18,113.41
<b>Total Expense</b>	81,910.73	617,861.03	(535,950.30)
<b>Net Ordinary Income</b>	(81,910.73)	193,548.39	(275,459.12)

7:08 PM

01/12/17

Cash Basis

**Board of Fire Commissioners**  
**Profit & Loss Budget vs. Actual**  
**January 1 - 12, 2017**

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	<u>Jan 1 - 12, 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
8054 - Capital	0.00	193,548.39	(193,548.39)
<b>Total Other Expense</b>	0.00	193,548.39	(193,548.39)
<b>Net Other Income</b>	0.00	(193,548.39)	193,548.39
<b>Net Income</b>	<u>(81,910.73)</u>	<u>0.00</u>	<u>(81,910.73)</u>

Board of Fire Commissioners Career Dept  
January 12, 2016

**Building Report**

- General housekeeping, minor repairs, weekly cleaning was conducted at both stations.

**Trucks**

Unit 5400

- Unit was serviced, and rear wiper arm repaired.

Unit 5404

- Unit was serviced, Tires replaced.

Engine 5401

- Rear heater feed line leaking, tightened up.
- Hydraulic ladder rack lift is leaking, Fire and Safety Mechanic states to keep eye on fluid level.

Ladder 5405

- Snow chains damage from driver training being repaired, parts still on order.

Engine 5411

- Relief Valve should be fixed by end of week.
- Missing Haligan bar replaced on 5411
- 

Unit 5427

- Snow plow attached and lubricated.

Engine 5417

- Water leak in area of booster reel should be fixed by end of week.

**Special Details / Projects / Notifications**

- Banquet Hall heater Number 2 Serviced by Shore Mechanical, Unit was not turning on, Service Company is going to order a few cases of filters for units.
- Snow throwers serviced.
- Spare sheer pins ordered for snow throwers.
- Chain saw oil cap broken, part ordered.
- All Volunteer officer radios were inspected and exchanged to appropriate positions.

Submitted by,  
Acting Lt. Richard Leonard



# JACKSON MILLS VOLUNTEER FIRE COMPANY NO. 1 STATION 54



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

## CHIEF'S REPORT JANUARY 2016

**Fire calls:** 21

**Drill:** Part 2 of Mandatory Respiratory Maze Training Jan. 23

**Schools;** Zack Lubertazzi will start FF1 Class Jan.24

**FIRES:** 2 fires in December 2016 124 Huntington Dr. – A Rescue was made  
877 Hyson Rd. – A dog rescue was made.

**DRIVERS:** Steven Porth has completed his driver training on 5405 and I would like to add him to the drivers list for 5405.

Snow Plow list; Station 2 ----Brian Ruditsky, Trask O'Hara and Darren Hoffman  
Station 1---- Jack Bollentin, Rich Busch and Shane O'Brien

**Banquet Coverage;** Station 55 will have 2 crews staying in our building at Station Saturday January 21 from 1700hrs until Sunday January 22 at 1000hrs.

I am respectfully requesting that Jack Siedler from Station 55 to be allowed to drive 5405 for that evening.

**EQUIPMENT;** can we have the tablet replaced on 5407 Specs and pricing are available

Respectfully submitted

Chief Michael Lubertazzi



# JACKSON MILLS VOLUNTEER FIRE COMPANY NO. 1 STATION 54



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

Date: January 9, 2017

To: Board of Fire Commissioners Fire District 4

From: Fire Chief Michael Lubertazzi

Subject: Commendation from Structure fire 124 Huntington Dr.

Sir,

On Thursday December 15, 2016 at 1259hrs, Station 54 and Station 55 were dispatch to 124 Huntington Dr. for a report of a structure fire. Engine 5401 responded with (1) Officer and (2) Firefighters, Engine 5407 responded with (1) Firefighter. From Station 55, Engine 5501 responded with (1) Officer and (4) Firefighters from their sub-station. Upon the arrival of 5407, F/F John Burmeister established fire command and found a working fire in a 1 story wood frame occupied structure with fire showing from the CD corner of the structure. F/F Burmeister was informed that there were 2 occupants still inside. Engine 5401 arrived and F/F Rich Marrero secured a supply line while F/F Stanley O'Brien Jr. stretched an 1 ¾" handline to the outside rear of the structure to slow down the spread of the fire inside the house as well as the house next door and Lt. Mark Reynolds was forcing the front to gain access to the interior. Once the front door was opened Lt. Reynolds had F/F O'Brien bring his hand line from the rear of the structure into the front door where they began an aggressive interior attack and started a primary search. While advancing the hose line Lt. Reynolds located 1 unconscious female. Lt. Reynolds had F/F O'Brien shut down the hand line and assist him with the removal of the victim, they were both met by F/F Jeff Locha and the three of them had removed the victim and placed her in the care of Quality Ambulance and they began CPR.

Engine 5501 arrived as the victim was in the process of being removed from the structure, Captain Ed Moore had his driver F/F Pat Hilger assist Engine 5401's driver with water supply and F/F Mim Stacy and F/F Dan Kourris assist with the removal and resuscitation of the victim. Captain Moore, was informed of a possible second victim still inside. While the crew of 5401 were regrouping, Captain Moore, F/F John Perotto and F/F Dan Kourris entered the structure to search for the second victim. Engine 5501 found the hand line and resumed extinguishing the fire as well as conducting their search for the second victim which was negative.

As a result of the above brave firefighters and EMS personnel the victim was revived and flown to saint Barnabas Hospital in Livingston NJ.





# JACKSON MILLS VOLUNTEER FIRE COMPANY NO. 1 STATION 54



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

The following members acted without regard for their personal safety and are to be commended and receive the Medal of Honor:

Lt. Mark Reynolds

F/F Stanley O'Brien Jr.

The following team members are to be commended for their teamwork under adverse conditions and receive the Life saving Medal:

F/F John Burmeister

F/F Richard Marrero

F/F Jeffery Locha

Capt. Edward Moore

F/F Mim Stacy

F/F John Perrotto

F/F Patrick Hilger

F/F Daniel Kourris

Respectfully submitted

Chief Michael Lubertazzi

Jackson Mills Vol. Fire Co. No. 1

Cc;

Chief T. Carson

Board of Fire Commissioners Fire District 3



# JACKSON MILLS VOLUNTEER FIRE COMPANY NO. 1

## STATION 54

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



### President's Report January 2017

#### **MEMBERSHIP**

Attached, please find a copy of the list of the Administrative Officers and Trustees of the Jackson Mills Volunteer Fire Company for the year 2017.

We are requesting a change in the process of bringing in new volunteers to the company. We wish permission to conduct the DMV and criminal background investigations after the prospective member has been introduced to our membership and during our background check. This would occur before we introduce the prospective member to the commissioners. This would streamline the background process and allow us to introduce a member that has completed a full background investigation and acceptable to the company for membership. The physical would then take place after the applicant has been introduced and accepted by the commissioners.

We would also like to introduce a new prospective firefighter. Jeff Ernst, certified firefighter I who is requesting to transfer from Station 55. Application and certifications have been forwarded to Cheryl.

We have received a new application from a new prospective firefighter who will be introduced at our next business meeting and brought before the Board at the next commissioners meeting.

Attached, please find the high school report card for Junior member Zachary Lubertazzi.

#### **FUND RAISER**

We will be holding our Valentine's day flower sale/fund raiser on Monday, February 13<sup>th</sup> and Tuesday, February 14<sup>th</sup>. Monday's hours will be held in the late afternoon hours and Tuesday will be late morning into the evening. Exact hours will be determined. We are requesting permission to utilize the bays as a drive through service as we did last year.

#### **BANQUET HALL**

Attached, please find a copy of the hall rental financial report for the 4th quarter of 2016. We are in the process of winding down hall rentals. New contracts were halted upon our verbal agreement of the Fire Service Agreement and the last remaining contracts will be completed in March.

Life member Pete Weinrich has requested use of the hall on February 11<sup>th</sup>. This request was approved by the company as a member rental at no charge from the company. An active member will be present in the building during the rental.

### **FIRE SERVICE AGREEMENT**

The company respectfully requests a copy of the signed and executed fire service agreement for our records.

The company has taken over issuing the \$300 Fire Store gift certificates to members in good standing. For the 2016 year we have ordered 24 certificates for a total of \$7,200.

### **LOSAP**

Attached, please find a copy of the list of members eligible for LOSAP this year. This list has been posted in both firehouses as of January 1<sup>st</sup> and provided to Cheryl.

### **BUILDING & GROUNDS**

We have noticed that we seem to have a mouse problem within the building.

We are aware that the helicopter landing pad lights are no longer working and there are no plans at this time to repair them, however there are several holes in the concrete where the light fixtures were which pose a serious trip hazard. If the lights are not being replaced, we may wish to fill them in to prevent an injury/lawsuit should someone from the public get injured at an event on property.

On behalf of the Administrative Officers, I am looking forward to a great year and working relationship with the Board of Fire Commissioners in 2017.

Respectfully Submitted:



Christopher A. Locklear

President

Jackson Mills Volunteer Fire Company #1



# JACKSON MILLS VOLUNTEER FIRE COMPANY NO. 1 STATION 54

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



December 2, 2016

## 2017 EXECUTIVE OFFICERS

Effective January 1, 2017, the Executive Officers of the Jackson Mills Volunteer Fire Company will be as follows:

**President:** Christopher A. Locklear  
18 Lake Drive  
Howell, NJ 07731  
H: (732) 730-0911 C: (732) 266-8386 E: clocklear@jacksonmillsfire.org

**Vice President:** Steven Linde  
13 South Lakeview Drive  
Jackson, NJ 08527  
H: (732) 833-0408 C: (732) 766-0150 E: slinde@jacksonmillsfire.org

**Secretary:** Steven Porth  
807 Ivy Court  
Jackson, NJ 08527  
C: (908) 692-4327 E: sporth@jacksonmillsfire.org

**Treasurer:** Barry MacNeil  
1 Mary Beth Lane  
Jackson, NJ 08527  
C: (848) 459-7175 E: bmacneil@jacksonmillsfire.org

**Sergeant at Arms:** Ryan Calhoun  
4 Dolphin Court  
Jackson, NJ 08527  
H: (732) 833-7214 C: (732) 580-2506 E: rcalhoun@jacksonmillsfire.org

**Financial Secretary:** Frank Schultz  
2250 West County Line Road  
Jackson, NJ 08527  
H: (732) 370-0970 C: (609) 234-6013 E: fschultz@jacksonmillsfire.org

The trustees and representatives of the Jackson Mills Volunteer Fire Company are as follows:

Trustee through 2019: Darren Hoffman  
483 West Commodore Blvd.  
Jackson, NJ 08527  
H: (732) 928-0594 C: (718) 984-1543 E: dhoffman@jacksonmillsfire.org

Trustee through 2018: David Sisnetsky  
23 Wyoming Drive  
Jackson, NJ 08527  
C: (732) 580-0181 E: dsisnetsky@jacksonmillsfire.org

Trustee through 2017: Alfred Chelli  
456 Meadowood Road  
Jackson, NJ 08527  
H: (732) 905-3894 C: (732) 245-5535 E: achelli@jacksonmillsfire.org

Relief Trustee: Richard Busch  
21 Beam Avenue  
Jackson, NJ 08527  
H: (732) 928-0034 C: (848) 992-1554 E: rbusch@jacksonmillsfire.org

Relief Representative: Stanley O'Brien Jr.  
450 Cook Road  
Jackson, NJ 08527  
C: (732) 567-0511 E: sobrienjr@jacksonfiredist4.org

Should you have any questions, please do not hesitate to contact me.

Respectfully:



Christopher A. Locklear

Vice President

Jackson Mills Volunteer Fire Company #1

# **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.*

**January 12, 2017**

### **Monthly Bureau Report**

Inspections are being completed as normal (20 total inspections completed). No new sites plans to be reviewed. Others are still pending.

No fines have been issued and several permits have been inspected and awaiting payment.

As reported last month, new Emergency Reporting Software (full package) is up and running. Still trying to set up schedule with the volunteers to do training on the system.

Respectfully submitted,  
John Burmeister Jr.  
Fire Official