

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

Minutes of Meeting Held
May 16, 2018

Notice of the time, date, location and agenda of this meeting to the extent then known, was duly published at least twenty-four 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 Bollentin at 5:04 pm. "Open Meetings Act" statement was read by Chairman Bollentin. All participated in the Pledge of Allegiance. A moment of silence was observed.

Roll Call: Commissioners Bollentin, Jamison and Torres were present. Commissioners Esposito and Goldman were absent. Board Attorney Youssouf was also absent.

Minutes: Minutes from the April 12 2018 meeting were tabled due to only two commissioners who were present at the 4/12/18 meeting were available to vote.

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 May 16, 2018 was read by Commissioner Jamison. Commissioner Torres motioned to approve the Treasurer's report as read and pay the bills as listed, seconded by Commissioner Bollentin. Motion passed by unanimous vote.

Legal Report – no report (absent).

Truck & Building/Career Department Report – no written report.
Captain Reynolds reported:

1. FF Stan O'Brien and Steven Porth are asking attend "Active Shooter Health & Safety" class on June 4, 2018 in Hamilton;
2. International Fire Arson Investigation Class to be held in August 2018 – asking to register two FF now so they can get into the course. Later in the meeting it was decided that Commissioner Jamison will look into class arrangements for DCJ. IAA Course is in Burlington Co, it runs from September through November for two nights during the week.
3. FDIC – to be held in October 2018. Location is Nashville TN. Two volunteer (Lubertazzi & Lindy) and two career (Porth and to be determine) staff to attend. Asking for approval to start registration process, making reservations, etc. Board was in agreement.
4. Extrication tool is down due to lack of parts. Cost to be less than two thousand to purchase parts. Commissioner Torres motioned to purchase the replacement parts for the extrication tool, seconded by Commissioner Goldman. Motion passed by unanimous consent.

Chief's Report – read by Chief Stanley O'Brien Sr. (a copy of which is attached to the original minutes and incorporated herein by reference). Board was in agreement to reimburse Jeff Ernst and Patrick McCloskey for the EMT course that they successfully passed (cost: \$1,470 [includes supplies purchased] and \$ 1,450).

President's Report – read by President Christopher Locklear (a copy of which is attached to the original minutes and incorporated herein by reference). After discussion, Board was in agreement to send potential new member Nicholas Libonati for a physical pending background check approval. Board was in agreement to allow the Boy Scouts to erect a donated flagpole at Station #2 in the picnic grounds area.

Fire Bureau: absent – no written report. FF Stan O'Brien Jr. verbally reported to Board that they are asking to purchase radios for the new vehicles (Tahoe and pick-up truck). Commissioner Jamison motioned to spend up to \$22,000 for the two radios for the new vehicle, one dual portable radio (Motorola Solutions, Inc. – state contract) and antenna kits (Wireless Communications & Electronics – state contract), seconded by Commissioner Torres. Motion passed by unanimous consent.

Work Orders: previously addressed during the meeting.

Old Business/Correspondence:

Correspondence: None

Old Business:

1. ***Radio Committee for new radio system:*** There has been no report given to the Board. FO Burmeister is the liaison to the Board. Cheryl advised that District #4 must get voter approval through a referendum so it may be included in the 2019 District #4 budget. Discounts being offered through Motorola if purchased through county and if the districts purchase together. Cheryl to meet with FO Burmeister to have a report ready for the next Board meeting so that the district can move forward to prepare for purchase.
2. ***Stress Test:*** Annual event for those age 40 and above. A provider has been obtained. Contact Cheryl to obtain name and number of the provider of the stress test.

Unfinished Business: None

New Business:

1. ***New moving service:*** Prendergast Landscaping submitted proposal for mowing services for May 2018 - November 2018. Station #2: \$1,628.00; Station #1: \$ 3,392.00. Includes mowing, fertilizer, spring clean up. Board was in agreement to use Prendergast Landscaping for 2018 mowing season.
2. ***Senior Corn:*** asking the Board to keep a tote of utensils on site. He needs to show a copy of the Health Department certificate. He does not anticipate having to actually use the facility. Cheryl was directed to refer the request to Board Attorney Youssouf for approval.

3. **Station #2/flat tires:** Two firefighters have gotten flat tires while up at Station #2 from nails/bolts that are around the site. Cheryl was directed to contact Board Attorney Youssouf to review the issue and to have the contractor reimburse the Board for the tire expenses caused by the nails/bolts around Station #2.
4. **Traffic Safety:** Commissioner Bollentin reported that he sat down with Jackson Township Traffic Safety regarding the cut out in front of Station #1. As a result of that meeting, a letter was drafted and sent out to Ocean County Road Department, Jackson Township mayor, Ocean County Freeholder and the Jackson Township Chief of Police. Meeting was scheduled fro 5/31/18. Meeting needs to be scheduled for June 2018 due to scheduling conflicts.
5. **5410 Thermal** (Infrared Camera): After discussion, purchase was tabled.

Public Session: None.

Executive Session: Commissioner Jamison motioned to accept the Resolution to take the Board into an executive session for the purpose of discussing personnel matters, seconded by Commissioner ^{Torres} Leonard. Motion passed by unanimous consent at 5:54 p.m. Subject matter to be released when it is no longer privileged. The executive session ended at 6:15 p.m. and the Board reconvened the public session.

Public Session:

Beyer Ford: Commissioner Torres motion to approve payment to Beyer Ford when the truck comes in, seconded by Commissioner Jamison. Motion passed by unanimous consent.

Adjournment: With no other business to come before the Board, Commissioner Torres motioned to accept the Resolution to adjourn the meeting, seconded by Commissioner Jamison. Motion passed by unanimous consent. Meeting adjourned 6:15 pm.


_____, Clerk

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

**May 16, 2018
Meeting Time 7:00PM**

Meeting called to order 5:00PM
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 Yellow Folder

Open to Public
Meeting Adjourned

Old Business-Correspondence/Pending

New Business

Mail Correspondence
Per Yellow folder

4:02 PM

05/16/18

Accrual Basis

Board of Fire Commissioners

Cash Balances

As of May 16, 2018

	May 16, 18	
	Debit	Credit
1009 · Shore Community Operating	579,057.02	
1011 · Shore Community Payroll	150,201.91	
1012 · Shore Community Fire Bureau	17,411.50	
1016 · Shore Comm-CD-Future Cap 0721	307,941.10	
1018 · Shore Comm-CD-Future Cap 0795	250,404.84	
1019 · Shore Comm-CD Future Cap 0872	429,307.11	
1021 · Shore Comm-CD Future Cap 0877	183,052.26	
TOTAL	1,917,375.74	0.00

Board of Fire Commissioners

Treasurer Report

As of May 16, 2018

Type	Date	Num	Name	Debit	Credit
1009 - Shore Community Operating					
Bill Pmt -...	05/16/2018	4912	Action Uniform Co.		69.00
Bill Pmt -...	05/16/2018	4913	AT&T Mobility		57.13
Bill Pmt -...	05/16/2018	4914	Brian M. Ruditsky		740.84
Bill Pmt -...	05/16/2018	4915	Continental Fire & Safety		3,090.00
Bill Pmt -...	05/16/2018	4916	Emergency Sevices Marketing Corp., Inc.		30.00
Bill Pmt -...	05/16/2018	4917	ESI Equipment, Inc.		285.00
Bill Pmt -...	05/16/2018	4918	GSB		6,630.35
Bill Pmt -...	05/16/2018	4919	Hecht Trailers		366.95
Bill Pmt -...	05/16/2018	4920	Holmes and McDowell		24,169.62
Bill Pmt -...	05/16/2018	4921	Home Depot		406.66
Bill Pmt -...	05/16/2018	4922	Jack A. Purvis		1,550.00
Bill Pmt -...	05/16/2018	4923	JCP&L		1,753.45
Bill Pmt -...	05/16/2018	4924	Jersey Coast Equipment		728.15
Bill Pmt -...	05/16/2018	4925	Middlesex County Fire Academy		125.00
Bill Pmt -...	05/16/2018	4927	NJNG		436.38
Bill Pmt -...	05/16/2018	4928	Rocky Mountain Comm Systems, Inc.		113.80
Bill Pmt -...	05/16/2018	4929	Shorelands Construction, Inc.		128,060.00
Bill Pmt -...	05/16/2018	4930	Skillender s Service Center Inc.		1,423.23
Bill Pmt -...	05/16/2018	4931	Stan O'Brien Jr.		288.29
Bill Pmt -...	05/16/2018	4932	Staples Credit Plan		24.23
Bill Pmt -...	05/16/2018	4933	Terminix		523.80
Bill Pmt -...	05/16/2018	4935	Trask O'Hara		2,262.21
Bill Pmt -...	05/16/2018	4936	Verizon		175.37
Bill Pmt -...	05/16/2018	4937	Verizon Wireless		188.80
Bill Pmt -...	05/16/2018	4938	Waste Management		326.66
Bill Pmt -...	05/16/2018	4939	AT&T Mobility		8.04
Bill Pmt -...	05/16/2018	4940	Optimum		384.38
Bill Pmt -...	05/16/2018	4941	Susan L Oksen-Pereira		225.00
Bill Pmt -...	05/16/2018	4942	Toms River Bd. of Fire Commissioners		620.00
Bill Pmt -...	05/16/2018	4943	Verizon Wireless		161.87
Bill Pmt -...	05/16/2018	4944	MES		802.50
Bill Pmt -...	05/16/2018	4945	Moore Medical LLC		419.06
Bill Pmt -...	05/16/2018	4946	NJNG		452.67
Total 1009 - Shore Community Operating				0.00	176,898.44
TOTAL				0.00	176,898.44

Board of Fire Commissioners
Profit & Loss Budget vs. Actual
 January 1 through May 16, 2018

	Jan 1 - May 16, 18	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4010 · Amount To Be Raised By Taxation	334,929.75	1,576,140.00	(1,241,210.25)
4020 · Supplemental Fire Services Act	0.00	3,257.00	(3,257.00)
4200 · Interest Income	271.64	500.00	(228.36)
4750 · Bureau of Fire Prevention Incm	9,866.08	35,000.00	(25,133.92)
4800 · Other Income	137.30	0.00	137.30
4920 · Unreserved Fund Balance	0.00	143,000.00	(143,000.00)
Total Income	345,204.77	1,757,897.00	(1,412,692.23)
Gross Profit	345,204.77	1,757,897.00	(1,412,692.23)
Expense			
5110 · Salaries - Commissioners	0.00	20,000.00	(20,000.00)
5120 · Salaries - Secretary	1,125.00	2,800.00	(1,675.00)
5210 · Elections	1,264.12	1,500.00	(235.88)
5220 · Office Expense	3,051.92	10,500.00	(7,448.08)
5230 · Professional Services	36,160.00	110,000.00	(73,840.00)
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.	34,423.20	111,212.00	(76,788.80)
6115 · Salaries & Wages - Captain	20,964.00	0.00	20,964.00
6120 · Salaries - Full Time Fire	105,019.50	347,368.00	(242,348.50)
6125 · Clothing Allowance	3,132.00	7,500.00	(4,368.00)
6130 · Salaries - Fire Official	420.00	25,000.00	(24,580.00)
6140 · Salaries - Firefighter Overtime	25,223.53	35,000.00	(9,776.47)
6180 · Payroll Taxes	7,921.53	52,606.00	(44,684.47)
6185 · Employer Pension Contribution	96,532.00	96,532.00	0.00
6190 · Fringe Benefits	50,342.66	103,729.00	(53,386.34)
6210 · Insurance	97,542.57	120,000.00	(22,457.43)
6220 · Advertising	364.63	2,000.00	(1,635.37)
6310 · Maintenance & Repairs	24,776.64	110,000.00	(85,223.36)
6410 · Supplies	9,556.11	25,000.00	(15,443.89)
6415 · Fire Prevention	0.00	5,000.00	(5,000.00)
6510 · Utilities	20,894.77	70,000.00	(49,105.23)
6513 · Fire Service Agreement	25,000.00	50,000.00	(25,000.00)
6515 · Hydrant Rent	16,065.00	65,000.00	(48,935.00)
6610 · Misc. Firefighter Expenses	6,552.90	30,000.00	(23,447.10)
6611 · Training	8,698.78	20,000.00	(11,301.22)
6615 · Gear - Fire Company	5,455.34	20,000.00	(14,544.66)
6625 · Joint District Expenses	750.00	5,000.00	(4,250.00)
6630 · Building Rennovations	0.00	6,150.00	(6,150.00)
6635 · Equipment-Non-Bondable	1,266.49	50,000.00	(48,733.51)
6640 · SCBA	962.15	40,000.00	(39,037.85)
6650 · Emergency/First Aid Equipment	0.00	5,000.00	(5,000.00)
6655 · Replacement Equipment	3,652.00	40,000.00	(36,348.00)
6670 · Vehicle Equip-Radios/Pagers	0.00	30,000.00	(30,000.00)
6675 · UFSA	345.00	7,500.00	(7,155.00)
6910 · LOSAP	1,543.66	50,000.00	(48,456.34)
Total Expense	609,005.50	1,677,897.00	(1,068,891.50)
Net Ordinary Income	(263,800.73)	80,000.00	(343,800.73)

3:57 PM

05/16/18

Accrual Basis

Board of Fire Commissioners
Profit & Loss Budget vs. Actual
January 1 through May 16, 2018

	<u>Jan 1 - May 16, 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Other Income/Expense			
Other Expense			
8041 · Capital-Command Vehicle	66,482.56	80,000.00	(13,517.44)
8054 · Capital	250,926.43	0.00	250,926.43
Total Other Expense	<u>317,408.99</u>	<u>80,000.00</u>	<u>237,408.99</u>
Net Other Income	<u>(317,408.99)</u>	<u>(80,000.00)</u>	<u>(237,408.99)</u>
Net Income	<u><u>(581,209.72)</u></u>	<u><u>0.00</u></u>	<u><u>(581,209.72)</u></u>



JACKSON MILLS VOLUNTEER FIRE COMPANY NO. 1

STATION 54

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



Chief's Report

5/16/2018

Fire Calls: 214 to date

Drill: This month drill was a success. The Training focus was on Vehicle Extrication. Thanks to all who participated.

Members in School:

John Fiore and Victor Aquilar Passed firefighter 1

Jeff Ernst and Patrick McCloskey are now NJ certified EMTs.

Trucks: 5405 – Champion Extrication quick connect and disconnect connectors are on order.

Training: I would like to make hotels reservations for the following Fire Rescue Expos. For 2 Volunteer and 2 Paid staff members to attend. The dates are as followed.

Nashville Tn. Dates are Oct 16th – 22nd 2018

FDIC in INDY Dates are April 8th -13th 2019

Respectfully Submitted

A handwritten signature in cursive script that reads 'Stanley O'Brien Sr.' followed by a horizontal line.

Chief Stanley O'Brien Sr.



JACKSON MILLS VOLUNTEER FIRE COMPANY NO. 1

STATION 54

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



President's Report May 2018

Membership:

We have received an application for membership from Nicholas Libonati, former member of Station 55. Nicholas has been vetted by myself and VP Linde and approved by the company. Currently certified in Firefighter 1 & 2, Pump Operations, Fire Officer 1 as well as other continuing education courses. Currently in the process of the criminal and MVC background which was submitted 5/15/2018. The company is requesting permission upon satisfactory results from the background to send for firefighter physical.

We are also currently anticipating two more applicants to submit applications at our next business meeting. One is a former member of Station 56. We anticipate presenting those applicants at the next Board meeting.

Boy Scout Troop 204:

Boy Scout Troop 204 presented their plans for integration of girls to the troop in accordance with the new National Boy Scout policy. It is the understanding of the Company that they will also be presenting their plans to the Commissioners in the near future. The Company discussed the new policy of integrating girls into the Troop at our last business meeting and decided that the Company was in favor of continuing our charter and relationship with the troop.

The Troop has made a request to erect a flag pole in the picnic grounds near the pavilion. All costs and labor would be donated by the boy scout troop and would be used by them for ceremonies and scout training. The Company deferred a final decision until the matter was brought before the commissioners.

Company Outing:

The company will be sponsoring our annual trip to the Lakewood BlueClaws game on Saturday, June 2nd. The company will be providing tickets to members in good standing and extend the offer to the commissioners. A sign up sheet will be posted shortly in the apparatus bay.

Training Reimbursement Request:

As approved by the Board, Firefighters Jeffrey Ernst and Patrick McClosky have successfully completed their training for their EMT certification. A copy of the receipt for the course as well as their certification has been attached. The firefighters respectfully request reimbursement for successfully completing the class in the amount of \$1,420.00 each.

Respectfully Submitted:



Christopher A. Locklear

President

Jackson Mills Volunteer Fire Company