

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

Minutes of Meeting Held  
July 12, 2018

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 Bollentin at 7:04 pm. "Open Meetings Act" statement was read by Board Attorney Youssef. 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 Youssef was also present. Board Attorney Youssef declared that there was a quorum for this meeting.

**Special Meeting:** Board Attorney Youssef requested that the regular agenda be suspended due to the advertised Special Meeting scheduled to commence at 7:00 pm. All in attendance for the special meeting signed in on a sign-in sheet (a copy of which is attached to the original minutes and incorporated herein by reference. Board Attorney Youssef read the Resolution scheduling the special meeting (a copy of which is attached to the original minutes and incorporated herein by reference). After explaining the special meeting voting process to those in attendance, Board Attorney Youssef asked for any questions. There were none. Question #1 read by Board Attorney Youssef: Purchase new radio and telecommunications equipment at a cost not to exceed four hundred thousand dollars with costs to be included in the next succeeding fire district Annual Budget. Voice Vote: all yes, zero no, zero abstentions. Hand vote: 13 yes, zero no, zero abstentions. First questions passed. Questions #2 read by Board Attorney Youssef: Reconstruction and repair driveway and apron at firehouse located at 465 County Line Road not to exceed One hundred fifty thousand dollars with costs to be included in the next succeeding fire district Annual Budget. Voice vote: all yes, zero no, zero abstentions. Hand vote: 13 yes, zero no, zero abstentions. Second question passed. Board Attorney Youssef further explained that in the event the 2019 budget does not pass, Board was still authorized to make the expenditures in the two above questions since they were approved at this special meeting. There were no questions from the Board or the public. Commissioner Torres motioned to close the special meeting, seconded by Commissioner Jamison. Motion passed by unanimous consent. Special meeting was adjourned at 7:15 pm.

**Station #2 Tower:** Lt. John Giovanetti of the Jackson Township Police Department (JTPD) was in attendance as their representative. Chairman Bollentin reviewed the JTPD's request to use a portion of the property at Station #2 to house a radio tower. Lt. Giovanetti reported that the Jackson Township Business administrator is requiring that the property be deeded back to Jackson

Township before construction of the Tower begins. Board Attorney Youssouf reported that a legal description of the property and survey are needed in order to prepare a deed. Since it is an inter-governmental transfer of property it can be conveyed for little or no consideration. Board Attorney Youssouf suggested that the setbacks and total footage be confirmed and that the township engineer do the survey. Tower area is to be fenced in for security reasons. Resolution to be prepared after survey and other information is obtained.

**Minutes:** Commissioner Jamison motioned to approve the minutes of the June 14, 2018 meeting as presented, seconded by Commissioner Torres. 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 July 12, 2018 was read by Commissioner Jamison. Commissioner Torres motioned to pay the bills as listed, seconded by Commissioner Jamison. Motion passed by unanimous consent. Commissioner Torres motioned to approve the Treasurer's Report, seconded by Commissioner Jamison. Motion passed by unanimous consent.

**Legal Report** – Board Attorney Youssouf reported that he had nothing further for legal report.

**Truck & Building/Career Department Report** – read by Commissioner Torres (a copy of which is attached to the original minutes and incorporated herein by reference). Discussion on why the new 5400 is taking so long for the work to be done by East Coast. Commissioner Jamison motioned to approve the request to purchase (2 battery backup/surge protector and request for main building network review per attachments to Truck & Building/Career Department Report) not to exceed \$2,000, seconded by Commissioner Torres. Motion passed by unanimous consent. Landscaping at Station #2 – discussion. Board was in agreement to spend up to \$5,000 for landscaping. Lt. Leonard was directed to move forward with this project.

**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). Chief O'Brien reported that the Hmatcho rep recommended a larger machine. Jackson Night Out – there will be an extrication demonstration at Shop Rite. Chief reported they are getting a car for the event.

**President's Report** – read by President Christopher Locklear (a copy of which is attached to the original minutes and incorporated herein by reference). President reported that they received 84 cases of water that were donated by Howell Shop Rite. Junior Members: when they become eligible for probationary status – is the company to submit for background checks. Board is in agreement that both the criminal and DMV checks are to be done. Later in the meeting, two potential new fire company members introduced themselves to the Board: Henry Smith and Anthony Corranto.

**Fire Bureau:** read by Commissioner Torres (a copy of which is attached to the original minutes and incorporated herein by reference). Board was in

agreement to authorize FO Burmeister to spend up to \$500 on the P-card for Fire Bureau expenses. Board was in agreement to keep (and pay for) one of the tablets that were shipped to them inadvertently .

**Work Orders:** Doors at Station #2: Cheryl reported that the contractor has advised that there are issues with the existing doors. Board was in agreement to the change order on the molding for the doors. After discussion, Commissioner Torres advised that he will go to Station #2 and inspect the doors and advise the Board.

**Old Business/Correspondence:**  
**Correspondence:**

**Old Business:** None

**Unfinished Business:** None

**New Business:**

1. ***FF Porth:*** Commissioner Jamison motioned to move FF Porth off probationary status, seconded by Commissioner Torres. Motion passed by unanimous consent. *Capt'n.*
2. ***Flat tires/Nails:*** Lt. Reynolds reported that the contractor (Shoreland) agreed to cover expenses for any flat tires from nails/construction work at Station #2. Sub-contractors have been directed to clean the area and volunteers cleaned the area as well.
3. ***Water Fountain:*** wrong size fountain was being installed – Lt. Reynolds discovered the discrepancy. It is being worked on. *Capt'n.*
4. ***Baffling:*** Lt. Reynolds discovered that the incorrect baffling size was being installed in the soffits. Contract to check the specs. *Capt'n.*
5. ***Water Softener for Station #2:*** Commissioner Jamison motioned to spend up to \$1,000 for a water softener for Station #2, seconded by Commissioner Torres. Motion passed by unanimous consent.

**Public Session:** None.

**Executive Session:** None

**Adjournment:** With no other business to come before the Board, Commissioner Jamison motioned to accept the Resolution to adjourn the meeting, seconded by Commissioner Torres. Motion passed by unanimous consent. Meeting adjourned 8:06 pm.

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

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

**July 12, 2018  
Meeting Time 7:00PM**

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Meeting called to order 7:00PM  
Reading of the "Public Meeting Act"  
Flag Salute  
Attendance  
SPECIAL MEETING  
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

Approval for Additional Cost for Wood Base and Interior doors

Mail Correspondence

Per Yellow folder

# Board of Fire Commissioners

## Cash Balances

As of July 12, 2018

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|                                      | Jul 12, 18          |             |
|--------------------------------------|---------------------|-------------|
|                                      | Debit               | Credit      |
| 1009 · Shore Community Operating     | 644,277.46          |             |
| 1011 · Shore Community Payroll       | 12,559.12           |             |
| 1012 · Shore Community Fire Bureau   | 24,170.29           |             |
| 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          |             |
| <b>TOTAL</b>                         | <b>1,851,712.18</b> | <b>0.00</b> |

4:37 PM  
 07/12/18  
 Accrual Basis

**Board of Fire Commissioners**  
**Treasurer Report**  
 As of July 12, 2018

| Type                                    | Date       | Num  | Name                                     | Debit       | Credit            |
|---|------------|------|--|-------------|-------------------|
| <b>1009 - Shore Community Operating</b> |            |      |  |             |                   |
| Bill Pmt -...                           | 07/12/2018 | 4980 | Asbury Park Press                        |             | 60.30             |
| Bill Pmt -...                           | 07/12/2018 | 4981 | AT&T Mobility                            |             | 324.65            |
| Bill Pmt -...                           | 07/12/2018 | 4982 | Blaze Emergency Equipment LLC            |             | 401.74            |
| Bill Pmt -...                           | 07/12/2018 | 4985 | Dell Marketing LP                        |             | 4,479.60          |
| Bill Pmt -...                           | 07/12/2018 | 4986 | GW Tire Service                          |             | 1,798.96          |
| Bill Pmt -...                           | 07/12/2018 | 4987 | Hecht Trailers                           |             | 733.90            |
| Bill Pmt -...                           | 07/12/2018 | 4988 | Holmes and McDowell                      |             | 8,419.40          |
| Bill Pmt -...                           | 07/12/2018 | 4989 | Jack A. Purvis                           |             | 2,500.00          |
| Bill Pmt -...                           | 07/12/2018 | 4990 | Jackson Mills Volunteer Fire Company     |             | 25,000.00         |
| Bill Pmt -...                           | 07/12/2018 | 4991 | JCP&L                                    |             | 2,173.68          |
| Bill Pmt -...                           | 07/12/2018 | 4992 | Joseph D. Youssouf, Esq                  |             | 6,000.00          |
| Bill Pmt -...                           | 07/12/2018 | 4993 | Mercer County Community College          |             | 1,070.00          |
| Bill Pmt -...                           | 07/12/2018 | 4994 | Mike Lubertazzi                          |             | 503.80            |
| Bill Pmt -...                           | 07/12/2018 | 4995 | National Center for Safety Initiatives   |             | 61.00             |
| Bill Pmt -...                           | 07/12/2018 | 4996 | NJIAAI                                   |             | 525.00            |
| Bill Pmt -...                           | 07/12/2018 | 4997 | Optimum                                  |             | 181.52            |
| Bill Pmt -...                           | 07/12/2018 | 4998 | State of New Jersey Dept of Labor & W... |             | 55.26             |
| Bill Pmt -...                           | 07/12/2018 | 4999 | Trask O'Hara                             |             | 5,691.04          |
| Bill Pmt -...                           | 07/12/2018 | 5000 | Treasurer-State of New Jersey            |             | 115.00            |
| Bill Pmt -...                           | 07/12/2018 | 5001 | Verizon                                  |             | 199.14            |
| Bill Pmt -...                           | 07/12/2018 | 5002 | Verizon Wireless                         |             | 161.87            |
| Bill Pmt -...                           | 07/12/2018 | 5003 | Waste Management                         |             | 323.75            |
| Bill Pmt -...                           | 07/12/2018 | 5004 | Wireless Communications & Electronics    |             | 480.17            |
| Bill Pmt -...                           | 07/12/2018 | 5003 | JCP&L                                    |             | 517.41            |
| Bill Pmt -...                           | 07/12/2018 | 5004 | Optimum                                  |             | 202.86            |
| Bill Pmt -...                           | 07/12/2018 | 5005 | Verizon Wireless                         |             | 188.80            |
| Bill Pmt -...                           | 07/12/2018 | 5009 | Shorelands Construction, Inc.            |             | 116,703.70        |
| Bill Pmt -...                           | 07/12/2018 | 5010 | Brian M. Ruditsky                        |             | 20.00             |
| Bill Pmt -...                           | 07/12/2018 | EFT  | WEX BANK                                 |             | 2,140.62          |
| Bill Pmt -...                           | 07/12/2018 | 5011 | Beyer Ford                               |             | 30,994.00         |
| Bill Pmt -...                           | 07/12/2018 | 5012 | County of Ocean-Department of Finance    |             | 842.50            |
| Bill Pmt -...                           | 07/12/2018 | 5013 | Federal Express                          |             | 67.88             |
| Bill Pmt -...                           | 07/12/2018 | 5014 | United Communications Corp               |             | 716.77            |
| Total 1009 - Shore Community Operating  |            |      |  | 0.00        | 213,654.32        |
| <b>TOTAL</b>                            |            |      |  | <b>0.00</b> | <b>213,654.32</b> |



# JACKSON MILLS VOLUNTEER FIRE COMPANY NO. 1

## STATION 54

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



### Chief's Report

07/12/18

Fire Calls: 317

#### Report:

- Members attended a Holmatro Extrication tool demo at station 2 on July 8th. The guys operated both hydraulic and new style battery power units. The Officers will discuss the Holmatro tool replacement options at our next meeting.
- The Hurst extrication tool demo is scheduled for July 22. All members are invited to attend.

#### Training:

- On July 9<sup>th</sup> an Active Shooter class was held at the main station. Class had a great turn out from 54 and other agencies with in the town.
- Cevo Training is in the process of being completed. The hands-on course will be on Sunday July 15<sup>th</sup> at the Jackson Park and Ride.

Respectfully Submitted

A handwritten signature in black ink that reads 'Stanley O'Brien Sr.'.

Chief Stanley O'Brien Sr.

Board of Fire Commissioners Career Department

July, 12 2018

**Building Report**

- General housekeeping, minor repairs, weekly cleaning was conducted at both stations.
- Broken Sprinkler line, and manifold repaired.
- PLC Landscaping called for Sta. 2 clean up, trimming of bushes, re-mulch and minor perennial planting awaiting quote

**Trucks**

**New 5400**

- Awaiting new digital radios to arrive from Motorola, Awaiting call for up-fit from East Coast.

**Chief 5400**

- Vehicle serviced.
- Heater core line broke, replaced by Skillender

**Chief 5410**

- New wheel well liner and front bumper brackets installed replaced by Skillenders
- Command box door handle and drawer repaired.

**Engine 5411**

- 4 new tires replaced on rear axle by GW Tire
- Passenger side doors adjusted by Blaze.

**5405**

- "Hot Swap" connectors for extrication tools replaced.
- Rubber grip on passenger side hand re-secured.

**Engine 5417**

- Seatbelt buckle part ordered.

**Sta. 1 Generator**

- Low oil pressure indicator light activating, checked by mechanic, new oil pressure sensor ordered.

**Blue Tractor**

- Blades and battery clamp to be replaced.

**Special Details / Projects / Notifications**

- Work orders were reviewed and completed as they were turned in.
- SCBA pack sent to MES for repair on purge valve.
- Cut up extrication vehicles were removed from Holamtro extrication demo at Station 2 and replaced with fresh vehicles for upcoming Hurst extrication demo/training class July 29, 2018

**Request to Purchase**

- Qty-2 Battery backup / surge protector to protect phone system and hard-wired devices hooked up to the network. One for each building. Not to exceed \$500.00
- Please see attached request for main building network rewire. This upgrade will replace all network wire and jacks in the entire building including wire upgrades to the phone system, so they will work on one upgraded network wire instead of a network and A/C power supply.

Submitted by,  
Lt. Richard Leonard  
18-4-30





# JACKSON MILLS VOLUNTEER FIRE COMPANY NO. 1

## STATION 54

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



## President's Report

JULY 2018

### **Banquet Hall:**

Life member Frank Costa has requested use of the banquet hall on Saturday, September 29, 2018 to host a birthday party for his grandchild.

The hall rental request from F/F Marrero for Sept. 7<sup>th</sup> was received by the company and placed on the calendar.

### **Membership:**

Two new applications were submitted for consideration:

Henry Smith: A current member of the Jackson First Aid Squad. Criminal and MV background checks have been submitted. Awaiting clearance for firefighter physical.

Albert Quaranta: Former member of Cassville Fire. Extensive fire certifications which have been attached to his application for your review. Will be submitting criminal and MV background and firefighter physical once cleared from background investigation.

Nicholas Libonati: Former member of Station 55 has withdrawn his application. We had held off on sending him for his medical until we were certain he was a fit for the company. After discussion with the applicant, he withdrew from consideration.

### **Building and Grounds:**

Company discussions were held regarding the miscommunications regarding the mowing of the baseball field. The procedures of submitting work orders should there be equipment issues was reinforced in an attempt to prevent future issues.

Respectfully Submitted:

A handwritten signature in black ink, appearing to read "Christopher Locklear".

Christopher Locklear  
President  
Jackson Mills Vol. Fire Co.

# **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.*

**July 12, 2018**  
**Monthly Bureau Report**

Inspections are being completed as normal.

- Common violations – Carbon Monoxide detector to be installed, exit, emergency lights.

Occupant or use changes: None

Site plans received:

3 new plans received today. (have not open them)

Fire investigations / Call Outs / Complaints:

Cedar Swamp Rd – Structure – Ocean County was lead investigators w/ myself and Dave assisting.

776 Harmony Rd. – Garage(shed) fire – 18407 and 18427 were on scene.

Complaint – reviewing fire lanes for Cooks Landing Condo's

FF's O'Brien and Marrero both registered for Investigator course. FPS. O'Brien has been out with FO Burmeister learning inspection software.

Need to purchase new 2015 NJIFC NJ Edition for office. (not to exceed \$300.00)

Outside the Bureau:

- Emergency Reporting - Attending several webinars regarding upgrades to the system.
- Attended several training CEU classes for Fire Official.
- Attended Ocean County Fire Prevention Assoc. monthly meeting.
- Radios in progress – items should be shipped tomorrow

Respectfully submitted,  
John Burmeister Jr.  
Fire Official