

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

Minutes of Meeting Held  
August 16, 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 7:02pm. "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, Esposito, Jamison and Torres were present. Commissioner Goldman was absent. Board Attorney Youssouf was also absent.

**Minutes:** Commissioner Torres motioned to approve the minutes of the July 12, 2018 meeting as corrected, seconded by Commissioner Jamison (Correction: Page #3, New Business #2, #3, #4 – Change to read "*Captain Reynolds*".) Motion passed by majority vote (one abstention – Commissioner Esposito due to his absence).

**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 August 16 2018 was read by Commissioner Jamison. Commissioner Esposito motioned to pay the bills as listed with one exception (Hold KC Greenscapes), seconded by Commissioner Torres. Motion passed by unanimous consent. Commissioner Torres motioned to approve the Treasurer's Report, seconded by Commissioner Esposito. Motion passed by unanimous consent.

**Legal Report** – None – due to absence.

**Truck & Building/Career Department Report** – read by Commissioner Torres (a copy of which is attached to the original minutes and incorporated herein by reference). Water Softener: Applying Fire company member (Ben Rossi) installs systems professionally. He will discuss with Capt. Reynolds after the meeting. Velting Overhead door opener for #5401 bay door – Capt. Reynolds to see about using motors out of station #2 getting price lowered – board approved up to \$1,680.00. New Camera video surveillance system for 16 cameras – Lt. Reynolds to obtain total of three proposals. Cameras are on hold for now. Commissioner Esposito motioned to approve lightning and radio up fit by East Coast Emergency Lighting for the new Ford F250 at a cost not to exceed \$8,138.26, seconded by Commissioner Torres. Motion passed by unanimous consent. Board was in agreement to graphics for new Ford F250 by Venom Graphics at a cost of \$850.00.

**Chief's Report** – President Christopher Locklear reported on information from Capt. O'Hara: 9/24: Live Burn scheduled at Toms River Fire Academy; two firefighters registered for FF1: Henry Smith – starting 10/1/18 at Toms River Fire Academy and Ryan Burchell began 8/13/18 at Middlesex Fire Academy. CEVO Training – still being discussed/researched. Capt. O'Hara and Mike Lubertzaai completed the on-line training. Firefighter Eric Katz attending Fast Team Ops at Ocean County Fire Academy starting 10/13/18. National Night Out: tool broke, work order submitted. Career staff made sure the repair was completed.

**President's Report** – read by President Christopher Locklear (a copy of which is attached to the original minutes and incorporated herein by reference). Commissioner Esposito motioned to approve Benjamin Rossi for his firefighter physical, seconded by Commissioner Torres. Motion passed by unanimous consent. Commissioner Jamison motioned to expend up to \$850 for t-shirts for children attending Open House on 10/14/18, seconded by Commissioner Torres. Motion passed by majority vote (one "No" vote – Commissioner Bollentin). Motion passed by unanimous consent. Commissioner Torres motioned to approve use of the hall by Firefighter Ruditsky on October 13, 2018, seconded by Commissioner Jamison. Motion passed by unanimous consent.

**Fire Bureau:** no written report – FO Burmeister on vacation. Capt. Reynolds reported that there is one investigation (Sunoco) which will be addressed when FO Burmeister returns.

**Work Orders:** #08: fender needs to be banged out per Commissioner Bollentin. Capt. Reynolds said he can take care of it. Cheryl reported that Brian Ruditsky still has a slow leak in the tire that was repaired due to Station #2 construction work. Board was in agreement that the tire be taken to Skillenders for evaluation. All arrangements to be done through Lt. Leonard.

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

**Old Business:** None

**Unfinished Business:** None

**New Business:**

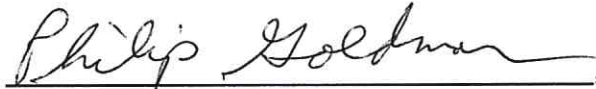
1. ***Doors at Station #2:*** Board was in agreement that it is the contractor's responsibility to fix the door and damaged tiles. Cheryl will follow up.
2. ***Exhaust on side of building at Station #2:*** to be installed on back gable since initial meeting with architect. Cheryl will follow up.
3. ***Expected completion date:*** Contractor do a walk-through and develop a list of remaining items. He will then advise of a projected completion date. Chairman Bollentin said that a special meeting will be called for after they receive the anticipated completion date so that the Board's punch list can be reviewed.
4. ***Tanker stack:*** it was recommended that a large coffee can or something similar could go over the stack to cover it. Capt. Reynolds will find something.

5. **AXA Deferred Comp** – Cheryl received notification that District #4 can no longer piggyback off of 55's program for this benefit. (A copy of the list of providers of Deferred Compensation Services is attached to the original minutes and incorporated herein by reference.) Commissioner Torres motioned to accept the Resolution in Title to establish deferred compensation for career staff through AXA, seconded by Commissioner Jamison. Motion passed by unanimous consent. Cheryl will notify Board Attorney Youssouf. Cheryl to check to see if there is another plan that is more beneficial to career staff.
6. **Pick up truck**: Commission Jamison advised that the new pick up truck is to be used as a utility vehicle by career staff during the day. Vehicle not to be used for fire calls unless something needs to be picked up. Designation to be #5437. It is not a fire/police vehicle. A vehicle will be designated fire/police at a later date.
7. **Change to September 2018 meeting date**: After discussion, Commissioner Bollentin motioned to approve a Resolution in Title to change the September 2018 meeting date to Wed, September 12, 2018 at 7 pm (due to Wildwood FF convention starting on 9/13), seconded by Commissioner Jamison. Motion passed by unanimous consent with all present commissioners voting "aye".

**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 Esposito. Motion passed by unanimous consent. Meeting adjourned 7:52 pm.

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

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

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

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Meeting called to order 7:00PM  
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

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

	<u>Jan 1 - Aug 16, 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
8041 - Capital-Command Vehicle	48,329.37	80,000.00	(31,670.63)
8054 - Capital	373,162.57	0.00	373,162.57
<b>Total Other Expense</b>	<u>421,491.94</u>	<u>80,000.00</u>	<u>341,491.94</u>
<b>Net Other Income</b>	<u>(421,491.94)</u>	<u>(80,000.00)</u>	<u>(341,491.94)</u>
<b>Net Income</b>	<u><u>(736,917.64)</u></u>	<u><u>0.00</u></u>	<u><u>(736,917.64)</u></u>

Board of Fire Commissioners

Cash Balances

As of August 16, 2018

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	Aug 16, 18	
	Debit	Credit
1009 · Shore Community Operating	483,753.22	
1011 · Shore Community Payroll	47,051.60	
1012 · Shore Community Fire Bureau	24,171.32	
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>1,725,681.45</b>	<b>0.00</b>

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

	Jan 1 - Aug 16, 18	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4010 · Amount To Be Raised By Taxation	689,561.25	1,576,140.00	(886,578.75)
4020 · Supplemental Fire Services Act	0.00	3,257.00	(3,257.00)
4200 · Interest Income	525.08	500.00	25.08
4750 · Bureau of Fire Prevention Incm	10,970.08	35,000.00	(24,029.92)
4800 · Other Income	137.30	0.00	137.30
4920 · Unreserved Fund Balance	0.00	143,000.00	(143,000.00)
<b>Total Income</b>	<u>701,193.71</u>	<u>1,757,897.00</u>	<u>(1,056,703.29)</u>
<b>Gross Profit</b>	701,193.71	1,757,897.00	(1,056,703.29)
<b>Expense</b>			
5110 · Salaries - Commissioners	0.00	20,000.00	(20,000.00)
5120 · Salaries - Secretary	1,850.00	2,800.00	(950.00)
5210 · Elections	2,106.62	1,500.00	606.62
5220 · Office Expense	5,654.58	10,500.00	(4,845.42)
5230 · Professional Services	55,845.04	110,000.00	(54,154.96)
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.	59,136.00	111,212.00	(52,076.00)
6115 · Salaries & Wages - Captain	50,523.24	0.00	50,523.24
6120 · Salaries - Full Time Fire	176,315.50	347,368.00	(171,052.50)
6125 · Clothing Allowance	5,568.00	7,500.00	(1,932.00)
6130 · Salaries - Fire Official	960.00	25,000.00	(24,040.00)
6140 · Salaries - Firefighter Overtime	41,721.53	35,000.00	6,721.53
6180 · Payroll Taxes	18,776.39	52,606.00	(33,829.61)
6185 · Employer Pension Contribution	96,532.00	96,532.00	0.00
6190 · Fringe Benefits	79,381.46	103,729.00	(24,347.54)
6210 · Insurance	115,553.97	120,000.00	(4,446.03)
6220 · Advertising	657.03	2,000.00	(1,342.97)
6310 · Maintenance & Repairs	52,241.80	110,000.00	(57,758.20)
6410 · Supplies	17,860.15	25,000.00	(7,139.85)
6415 · Fire Prevention	0.00	5,000.00	(5,000.00)
6510 · Utilities	31,946.85	70,000.00	(38,053.15)
6513 · Fire Service Agreement	50,000.00	50,000.00	0.00
6515 · Hydrant Rent	32,130.00	65,000.00	(32,870.00)
6610 · Misc. Firefighter Expenses	6,868.90	30,000.00	(23,131.10)
6611 · Training	28,824.11	20,000.00	8,824.11
6615 · Gear - Fire Company	5,900.33	20,000.00	(14,099.67)
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	32,372.99	50,000.00	(17,627.01)
6640 · SCBA	2,960.73	40,000.00	(37,039.27)
6650 · Emergency/First Aid Equipment	0.00	5,000.00	(5,000.00)
6655 · Replacement Equipment	20,368.01	40,000.00	(19,631.99)
6670 · Vehicle Equip-Radios/Pagers	20,968.82	30,000.00	(9,031.18)
6675 · UFSA	1,301.70	7,500.00	(6,198.30)
6910 · LOSAP	1,543.66	50,000.00	(48,456.34)
<b>Total Expense</b>	<u>1,016,619.41</u>	<u>1,677,897.00</u>	<u>(661,277.59)</u>
<b>Net Ordinary Income</b>	(315,425.70)	80,000.00	(395,425.70)

3:41 PM  
 08/16/18  
 Accrual Basis

**Board of Fire Commissioners**  
**Treasurer Report**  
 As of August 16, 2018

Type	Date	Num	Name	Debit	Credit
<b>1009 · Shore Community Operating</b>					
Bill Pmt -...	08/16/2018	5015	Action Uniform Co.		54.99
Bill Pmt -...	08/16/2018	5016	Affordable Pumping Services		1,275.00
Bill Pmt -...	08/16/2018	5017	Air & Gas Technologies		1,870.00
Bill Pmt -...	08/16/2018	5018	AT&T Mobility		3,274.32
Bill Pmt -...	08/16/2018	5019	Beyer Ford		112.50
Bill Pmt -...	08/16/2018	5020	C & T Lawn Sprinkler		1,533.50
Bill Pmt -...	08/16/2018	5021	Champion Rescue Tools		968.00
Bill Pmt -...	08/16/2018	5022	East Coast Emergency Lighting, Inc.		10,615.81
Bill Pmt -...	08/16/2018	5023	Firefighter University LLC		3,000.00
Bill Pmt -...	08/16/2018	5024	Gannett NJ Newspapers		7.70
Bill Pmt -...	08/16/2018	5025	GW Tire Service		533.00
Bill Pmt -...	08/16/2018	5026	Hecht Trailers		366.95
Bill Pmt -...	08/16/2018	5027	Jack A. Purvis		362.04
Bill Pmt -...	08/16/2018	5028	JCP&L		1,651.50
Bill Pmt -...	08/16/2018	5029	Jersey Coast Equipment		134.95
Bill Pmt -...	08/16/2018	5030	KC Greenscapes		5,950.00
Bill Pmt -...	08/16/2018	5031	Koerner & Koerner, PA		663.00
Bill Pmt -...	08/16/2018	5032	MES		564.86
Bill Pmt -...	08/16/2018	5033	Microsoft Coporation		71.02
Bill Pmt -...	08/16/2018	5034	Moore Medical LLC		975.22
Bill Pmt -...	08/16/2018	5035	Motorola Solutions, Inc.		20,488.65
Bill Pmt -...	08/16/2018	5036	National Center for Safety Initiatives		43.00
Bill Pmt -...	08/16/2018	5037	NJNG		232.75
Bill Pmt -...	08/16/2018	5038	Optimum		384.38
Bill Pmt -...	08/16/2018	5039	Richard R Marrero Jr.		91.00
Bill Pmt -...	08/16/2018	5040	Safe & Secure Security Systems		814.80
Bill Pmt -...	08/16/2018	5041	Skillender s Service Center Inc.		1,122.51
Bill Pmt -...	08/16/2018	5042	Susan L Oksen-Pereira		500.00
Bill Pmt -...	08/16/2018	5043	Toms River Fire Academy		375.00
Bill Pmt -...	08/16/2018	5045	Venom Graphics		850.00
Bill Pmt -...	08/16/2018	5046	Verizon		207.26
Bill Pmt -...	08/16/2018	5047	Verizon Wireless		188.80
Bill Pmt -...	08/16/2018	5048	Waste Management		323.85
Total 1009 · Shore Community Operating				0.00	59,606.36
<b>TOTAL</b>				<b>0.00</b>	<b>59,606.36</b>



Board of Fire Commissioners Career Department

August 16 2018

Building Report

- General housekeeping, minor repairs, weekly cleaning was conducted at both stations.
- KC Landscapes to start landscaping at stations 1 and 2 tentatively on 8/20/18

Year to date career department responses:

Fire call- 134

EMS calls-299

Trucks

New 5400

- Awaiting new digital radios programming.

Chief 5400

- At Jerrys Auto for bodywork.

5401

- Radiator line repaired by Blaze

Engine 5411

- A.C. not working. Scott pack retaining strap replaced.

5407

- At Skillenders for turbo repair.

Engine 5417

- Air horn to be repaired.

Blue Tractor

- Blades and battery clamp replaced.

Special Details / Projects / Notifications

- Work orders were reviewed and completed as they were turned in.

Request to authorize purchase

- \$850 for graphics for new Ford F250 by Venom Graphics.
- \$8138.26 for new Ford F250 Lighting and radio upfit by East Coast Emergency Lighting. (State Contract Price)
- \$1680.00 for New garage door opener for 5401's bay door by Velting Overhead door.
- \$975.00 for water softener system rental price includes installation and then removal when city water is hooked up by Kaye Pump Service
- \$6400.00 for new 16 camera 4 mega pixel video surveillance system by Safe and Secure.

Submitted by,  
Capt. Mark Reynolds  
18-4-20



# JACKSON MILLS VOLUNTEER FIRE COMPANY NO. 1

## STATION 54

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



## President's Report

August 2018

### MEMBERSHIP:

We have received an application from a prospective member, Benjamin Rossi, we have completed the company background and the criminal and motor vehicle background check has been submitted. We are requesting to proceed to send him for his firefighter physical. A copy of his application has been attached.

### Open House:

The company open house will be held on Sunday, October 14, 2018 from 10am to 2pm. We will have a live burn demonstration in the area of the helipad and will be using the remaining room that was not burned during the sprinkler demonstration. As in years past, we will be offering t-shirts for the children and would like to know if the commissioners would be interested in purchasing the shirts as in years past. We anticipate costs being approximately \$850. Firefighter Ruditsky will be the primary organizer for the event.

### Fund Raiser:

The company will be holding a joint golf outing with the Boy Scouts on Monday, October 8<sup>th</sup> starting at 8am at the Peddie School Golf Course in Hightstown. This will be a joint fund raising effort for both the company and the Boy Scouts with profits being split 50/50. Tickets are being sold for \$125 per golfer.

### Banquet Hall:

Firefighter Ruditsky has requested use of the banquet hall for October 13, 2018 from 4pm to 11pm.

Respectfully Submitted:

A handwritten signature in blue ink, appearing to read 'Christopher Locklear', is written over a horizontal line.

Christopher Locklear

President

Jackson Mills Vol. Fire Co.