

**PORT READING BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO. 2  
PORT READING, NJ 07064  
January 5, 2015**

The Board Clerk read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of January 5th was called to order by Commissioner Huber at 7:30 pm. All Five Commissioners were present: Comm. Huber, Comm. Santorelli, Comm. Nardiello, Comm. Zullo and Comm. Galvach. Board Accountants John Ur and Maria Bucsanszky were present. Board Attorney Tom Buck was absent. Board Clerk Marianne DeSantis was present.

Comm. Nardiello called that he would be 15 minutes late.

Reviewed minutes from the December 1<sup>st</sup> Meeting.

MOTION to accept the December 1<sup>st</sup> meeting minutes made by Comm. Galvach, seconded by Comm. Zullo. All in favor 4-0.

Comm. Huber opened the meeting to the public in the event there were any questions or discussions regarding the proposed 2015 budget.

MOTION to close the public hearing on the proposed 2015 budget made by Comm. Santorelli, seconded by Comm. Zullo. All in favor 4-0.

A representative from Hodulik & Morrison, CPA stated that the Division has reviewed the budget that was approved by the Board back in December and you have permission to adopt the budget tonight, which will go to the voters in February.

Board Accountant Bucsanszky read the 2015 Adopted Budget Resolution which shall constitute appropriations for the purposes stated and authorization of total revenues of \$1,946,314.00 which includes amount to be raised by taxation of \$1,818,308.00 and total appropriations of \$1,946,314.00.

Comm. Galvach requested that the adopted budget resolution vote be postponed until Comm. Nardiello is present and the full board can vote.

Board Accountant Bucsanszky read the Resolution to approve transfers from budget line items with excesses be authorized to budget items with insufficient funds.

MOTION to approve certain 2014 budget appropriations that have insufficient funds to meet the 2014 expenditures made by Comm. Santorelli, seconded by Comm. Zullo. All in favor 4-0.

Captain Deleo reported that Super Saturday training would take place this month in the morning and that he would also like to incorporate a full blown drill at the Fire Academy, that same afternoon. Captain Deleo will check availability with the Fire Academy.

MOTION to approve items on the disposal list made by Comm. Santorelli, seconded by Comm. Zullo. All in favor 4-0.

MOTION to accept the Captain's report made by Comm. Santorelli, seconded by Comm. Zullo. All in favor.

**FIRE OFFICIAL'S REPORT:**

Reviewed the Fire Official's Report.

MOTION to accept the Fire Official's Report made Comm. Zullo, seconded by Comm. Santorelli. All in favor 4-0.

**CHIEF'S REPORT:**

Chief reported calls for the month of December for a total of 14 calls and 275 for the year as per DJ Norelli.

Chief stated that he looks forward to working with the career staff, the Board and Captain DeLeo.

Chief reported that Pictures with Santa was very successful and there was a nice turnout. Chief thanked the volunteers, career staff, ladies auxiliary and first aid squad for they participation.

Chief reported that he is working with Captain DeLeo regarding Super Saturday and the drill.

Chief requested that any Commissioner that responds to a call to please keep at a safe distance due to liabilities and safety purposes.

Comm. Galvach congratulated the Chief.

Comm. Zullo congratulated the Chief and new officers and thanked him for all he does for the kids and community during Pictures with Santa.

MOTION to accept the Chief's Report made by Comm. Santorelli, seconded by Comm. Zullo. All in favor 4-0.

For the record, Comm. Nardiello arrived at 1950 hours.

Comm. Nardiello wished everyone a happy and healthy New Year.

**TAXPAYER COMMENTS:**

Captain DeLeo reported that Mike Mattsson from Buckeye truly appreciated the plaque and they took pictures in front of the Engine. Captain DeLeo thanked the Board for their support.

MOTION to enter Executive Session to discuss a personnel matter and contract negotiations at 8:05 pm, made by Comm. Santorelli, seconded by Comm. Galvach. All in favor 5-0.

MOTION out of Executive Session at 8:41pm.

**EXECUTIVE SESSION:**

Matters discussed during Executive Session was a grievance that we are looking into and the Memorandum of Agreement between the Board of Fire Commissioners and IAFF Local 290 that we need a formal vote on.

MOTION to approve the Memorandum of Agreement, made by Comm. Santorelli, seconded by Comm. Nardiello. All in favor 5-0.

**Roll Call Vote:**

Comm. Huber – Yes  
Comm. Santorelli – Yes  
Comm. Nardiello – Yes  
Comm. Galvach – Yes  
Comm. Zullo - Yes

MOTION to adjourn meeting at 8:43pm made by Comm. Zullo. All in favor 5-0.

Respectfully submitted,

Marianne DeSantis  
Board Clerk

# BOARD OF FIRE COMMISSIONERS

DISTRICT NO. 2

P.O. BOX 207

PORT READING, NEW JERSEY 07064

January 5, 2015

## Treasurer's Report

BEGINNING BALANCE	\$ 887,389.56
Deposits	42.00
Interest	350.64
Payroll	( 103,995.35)
Payroll Tax/Adjustments/Transfers	15,805.38
Disbursements for the Month	( 91,273.41)
ENDING BALANCE	\$ 708,318.82

10:52 AM  
01/05/15  
Accrual Basis

**BOARD OF FIRE COMMISSIONERS DISTRICT NO 2**  
**ADD-ON BILLS**  
January 6, 2015

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>Columbia - Voucher</b>				
01/06/2015	28122	Woodbridge Fire District #1	Reimbursement - Fuel - 9/10/14 to 12/24/14	-1,153.24
Total Columbia - Voucher				-1,153.24
<b>TOTAL</b>				<b>-1,153.24</b>

11:32 AM

# BOARD OF FIRE COMMISSIONERS DISTRICT NO 2 BILL LIST

01/02/15

Accrual Basis

December 2, 2014 through January 5, 2015

Date	Num	Name	Memo	Amount
<b>Columbia - Voucher</b>				
12/02/2014	28086	MIDDLESEX WATER COMPANY	Hydrant Service for November 2014	-11,817.29
12/19/2014	28088	WEST HUDSON INDUSTRIES	Chief's Plaque	-270.00
01/05/2015	28089	Casazza & Ur, Public Accountants, L...	Monthly Fee - January 2015	-2,333.33
01/05/2015	28090	Comcast of New Jersey	Account #06101 604125-01-4 TV/Internet/Phone	-377.73
01/05/2015	28091	Fords Fire District #7	Dispatch Service - January 2014	-5,520.25
01/05/2015	28092	Jessica Rizitis	Website Maintenance - January 2015	-150.00
01/05/2015	28093	LIFE INSURANCE COMPANY OF N...	LIFE INSURANCE - 01/15/15 - 02/14/15 GL 009906	-972.95
01/05/2015	28094	Woodbridge Fire District #1	Dental & Vision Coverage - January 2015	-1,887.53
01/05/2015	28095	Commercial Kitchen Cleaning Inc	Kitchen Exhaust Maintenance Service	-454.00
01/05/2015	28096	Home Depot Credit Services	Account #6035 3225 4098 2968 Trailer & Supplies	-1,200.40
01/05/2015	28097	Home News Tribune	Account #ASB-099468 - 2015 Election Notce	-18.04
01/05/2015	28098	Kraese Repairs LLC	Holmatro Pump Repair Tune Up	-110.00
01/05/2015	28099	LA BUONA	Pizza - Island Transportation - 12/22/14	-60.00
01/05/2015	28100	New Pig	Supplies	-141.38
01/05/2015	28101	Confires Fire Protection Service LLC	Ansul 3 Gal System Inspected	-167.70
01/05/2015	28102	Home News Tribune	Account #ASB-099468 - 2015 Budget Hearing	-10.56
01/05/2015	28103	MIDDLESEX WATER COMPANY	Hydrant Service for December 2014	-11,817.29
01/05/2015	TEPS	New Jersey State Health Benefits Pr...	Health Benefits & Prescription Coverage - January 2015 ID#146...	-22,149.12
01/05/2015	28104	Central Joint Insurance Fund	Fire District #2 - Liability & Workers Comp Insurance - Installme...	-20,683.82
01/05/2015	28106	UNITED STATES LIFE INSURANC...	Policy #G232321 LIFE INSURANCE 1/7/15 - 4/06/15	-603.60
01/05/2015	28107	AIRTEC SERVICE INC	No Heat Call - Defective Switch System	-160.00
01/05/2015	28108	AT&T	Account # 011-293-3370-001 732-636-0894	-55.39
01/05/2015	28109	MIDDLESEX WATER CO	ACCOUNT #2060200000 - Water Bill 08/22/14 - 11/20/14	-665.26
01/05/2015	28110	NJ DIVISION OF PENSIONS & BEN...	DCRP - Plan #316149 - Subplan#056230 - 9/1/14 - 9/30/2014	-5.69
01/05/2015	28111	Racestar	Fuel - November 2014	-58.00
01/05/2015	28112	Staples Business Advantage	Acct#1054611 Supplies	-103.49
01/05/2015	28113	Dave Matyi	Removal of Lettering of Quint 2-3-3 & Hess Foam Pumper	-50.00
01/05/2015	28114	NAPA Auto Parts of Colonia	Supplies	-322.43
01/05/2015	28115	NJ DIVISION OF PENSIONS & BEN...	DCRP - Plan #316149 - Subplan#056230 - 10/1/14 - 10/31/2014	-5.69
01/05/2015	28116	NJ DIVISION OF PENSIONS & BEN...	DCRP - Plan #316149 - Subplan#056230 - 11/1/14 - 11/30/2014	-5.69
01/05/2015	28117	EHRlich	Commercial Pest General Maintenance Service - Cust# 238998	-61.19
01/05/2015	TEPS	New Jersey State Health Benefits Pr...	Retiree Health Benefits & Prescription Coverage - January 2015 ...	-1,218.09
01/05/2015	28118	Elizabethtown Gas	Account # 2202559020 - Firehouse 11/21/14- 12/19/14	-714.42
01/05/2015	28119	PSE&G	ELECTRIC BILL	-1,213.33
01/05/2015	28120	Elizabethtown Gas	Account # 2202559020 - Firehouse 10/22/14- 11/21/14	-389.75
01/05/2015	28121	MD SHEDS	Storage Shed/Garage	-5,500.00
Total Columbia - Voucher				-91,273.41
<b>TOTAL</b>				<b>-91,273.41</b>

**Port Reading Board of Fire Commissioners**  
**Fire Prevention Bureau Report**  
**Month of :November – December 2014**  
**Submitted:January 2015**

1. Site plans for Month: 0
2. Certifications of Inspections: Hess Training Center, Hess Lab, Buckeye Partners LP., St. Anthony of Padua, Don Bosco Knights of Columbus, Proctor & Gamble.
3. Inspections issued for the month:
4. Fire Permits Issued: 4a.
5. Fire Investigation/follow-up for month: 5a. Man Hours
6. Fire Code Violation fines :
7. Complaints Reports: 0
8. Telephone Conversations w/                      8a. Government/State:

Comment:

Respectfully,

  
Brian F. Small  
Fire Official

# 2015 ADOPTED BUDGET RESOLUTION

## Woodbridge Township Fire District No. 2

**FISCAL YEAR: January 1, 2015 to December 31, 2015**

WHEREAS, the Annual Budget for the Woodbridge Township Fire District No. 2 (the "Fire District") for the fiscal year beginning January 1, 2015 and ending December 31, 2015, has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of January 5, 2015; 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.); and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 1,946,314.00, which includes amount to be raised by taxation of \$ 1,818,308.00, and Total Appropriations of \$ 1,946,314.00; 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 5, 2015 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2015 and ending December 31, 2015, is hereby adopted shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$ 1,946,314.00, which includes amount to be raised by taxation of \$ 1,818,308.00, and Total Appropriations of \$ 1,946,314.00; 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)

January 5, 2015  
(Date)

**Board of Commissioners Recorded Vote**

Member	Aye	Nay	Abstain	Absent
Lewis Huber	X			
Louis V. Nardiello	X			
Robert Santorelli	X			
Kenneth Galvach	X			
Joseph Zullo	X			

641



RESOLUTION  
 BOARD OF FIRE COMMISSIONERS  
 FIRE DISTRICT NO. 2

WHEREAS, the Treasurer of Fire District No. 2 reports that certain 2014 budget appropriations have insufficient balances to meet the 2014 expenditures, and

WHEREAS, certain other budget expenditures have balances in excess of their needs, now therefore,

BE IT RESOLVED that upon recommendation from the Treasurer and in accordance with NJSA 40A:14-78.9, that transfers from budget line items with excesses be authorized to budget items with insufficient balances.

From	\$	To	\$
G-01-C/Captain	2,021.00	G-01-R/Overtime	2,020.55
TOTAL	<u>\$ 2,021.00</u>	TOTAL	<u>\$ 2,021.00</u>

**MOTION** to accept resolution made by Comm. Santorelli, seconded by Comm. Zullo, all in favor.

Lewis Huber, President	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Robert Santorelli, Vice Pres	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Louis V. Nardiello, 2 <sup>nd</sup> V.P.	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Kenneth Galvach, Treasurer	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Joseph Zullo, Secretary	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No

Adopted, January 5, 2015

Date

Kenneth Galvach, Treasurer \_\_\_\_\_

# Port Reading Fire Department

## *Captain's Report- November 27<sup>th</sup> 2014-December 31<sup>st</sup>*

### Engine 2-1

Existing issue with Fuel gauge inconsistency

11-29-14 0800 FF Terebetsky took to funeral as per Board's approval

12-22-14 ODP repaired wiring for Quartz light and replaced bulb

12-30-14 Mitch Kaplan of M&K Maintenance here to give estimate for PM

### Engine 2-2

AMS onboard generator information center is requesting oil and filter change.

12-22-14 ODP replaced pump panel work light bulb

12-24-14 Replaced rubber marker light bulb

12-30-14 Mitch Kaplan of M&K Maintenance here to give estimate for PM.

### Engine 2-3 (New Foam Pumper)

12-1-14 Jim's signs here for future lettering of engine.

12-10-14 Wayne Eagan here to get information off of engine for registration

0900 Mike Mattson delivered new license plates and registration

12-12-14 Brought engine to Island Transport to have exhaust system upgraded to interface with firehouse exhaust extraction system

12-16-14 0930 Brought engine to Heavenly Body works for donated body finish work

1000 Brought engine to Jim's Signs for lettering (paid for by Buckeye Partners)

12-17-14 Tour 2 training on Foam Engine

12-19-14 FF Terebetsky attained and installed amber cover for light bar.

ODP replaced tail light bulb.

12-22-14 ODP repaired locks on rear doors

1230 Tour 3 training on Foam Engine

12-24-14 Tour 1 training on Foam Engine

12-30-14 Training with Tour 3

1450 Mitch Kaplan here evaluating necessary work

12-31-14 Training with Tour 4

**Support Pick-up 2-3-4**

**Chief's vehicle 2-3-1**

**Buildings and Grounds**

11-28-14 0800-1120 Police Department Class in meeting hall.

0915-1015 Commercial Kitchen Cleaning services here cleaning hood.

0940 NAPA Auto Parts delivered gas can and Hitch.

1035 Fedex Delivery for First Aid Squad / placed near squad office door.

11-29-14 Notified by on duty shift of residue left on floor and stove top in upstairs kitchen. Residue was the result of hood cleaning. Notified Commissioner Zullo. Comm. Zullo contacted cleaning company to return and complete cleaning.

Building generator 493.5 to date, fluids okay.

1500 On duty FFs changed sign as per Commissioner Zullo

12-1-14 Danny from MD sheds here measuring for new shed placement

1930 Commissioners Monthly Meeting in hall

12-2-14 0830 Removed all items from Shed for relocation

Disposed of approved items on disposal list. (List at the end of this report)

1330 Hood cleaning company returned to re-clean kitchen

12-3-14 On Duty personnel modified old table cart for use of snow plow storage.  
1300 Building Generator running self-test  
1330 Delivery of Office supplies from Staples  
1900 Ladies Auxiliary meeting in hall.  
12-4-14 Had township sanitation relocate firehouse dumpster onto grass.  
1000 Purchased casters for snow plow cart from Home Depot  
1155 Woman called firehouse about pending lawsuit. Notified Commissioner Zullo  
1850 2-2 and 2-3-4 Attended union meeting at Station #1 with Board Approval  
12-5-14 New 12' by 24' shed delivered. Commissioners Huber and Zullo notified  
Received letter notice from USPS for Superior Court advised by Comm Zullo not to pick up  
12-7-14 0930 Comm Zullo here meeting with Beauty Pagaent representatives in hall  
1300-1425 2-1 & 2-3-4 Attended Woodbridge Township Holiday Parade  
12-8-14 As per Commissioner Zullo established membership at Sam's Club store and purchased Eight (8) new sixty (60) inch round tables for firehouse.  
1930 Fire Company meeting in hall  
2100 Changed sign as per Commissioner Galvach  
12-9-14 Roof Leaking in hallway notified Comm Zullo  
1350 Roof contractor here inspecting leak  
1900 Exempts and Relief meeting in hall  
12-10-14 1330 2-3-4 went to Raritan to pick up candy donation for fire district  
1530 ODP with FF Matyi modified rubber tire chocks for fire house fleet  
12-11-14 Confires here for hood inspection  
1000 Posted Election and Budget notices as per Board and updated Official Seniority list with all employee start dates  
12-12-14 0930 went to NJ MVC and registered 7.25" hose trailer.

2 Condemned 2.5 inch/ 50 foot lengths of attack/supply hose	12-2-14 Approved by BOFC at Budget Meeting 11-19-14
Old Monument Bell mount assembly.	12-2-14 Approved by BOFC at Budget Meeting 11-19-14
Four (4) 2.5 inch 50 foot lengths of attack/supply hose	12-2-14 Approved by BOFC at Budget Meeting 11-19-14
Thirteen (13) 60" round wood tables in varying states of condition	
Two (2) Hale Fyre-float floating type 95 gpm water pumps	
All old VHF Portable radios and chargers With old minitor pagers and plectrons	

**Volunteer Recruitment**

No inquiries this month

Faithfully Submitted,

Captain Paul DeLeo