

**PORT READING BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2
PORT READING, NJ 07064
April 6, 2015**

The Board Clerk read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of April 6th was called to order by Commissioner Santorelli at 7:30 pm. All Five Commissioners were present: Comm. Santorelli, Comm. Galvach, Comm. Nardiello, Comm. Zullo and Comm. Huber. Board Accountants John Ur and Maria Bucsanszky were present. Board Attorney Tom Buck was present. Board Clerk Marianne DeSantis was present.

Reviewed minutes from the March 2, 2015 monthly meeting.

MOTION to accept the March 2nd minutes made by Comm. Nardiello, seconded by Comm. Huber. All in favor 5-0.

MOTION to accept Treasurer's Report was made by Comm. Santorelli, seconded by Comm. Zullo. All in favor 5-0.

BILLS TO BE PAID: \$ 220,605.00

Comm. Nardiello inquired if there was any legislation for the annual employer pension appropriation to be paid in two quarters instead of one lump sum.

Comm. Galvach inquired about Bill 28229, for "DP Contracting LLC", in the amount of \$3,854.01, which is the judgement the Fire District was ordered to pay within sixty days regarding the roof.

MOTION to hold Bill 28229, for "DP Contracting LLC", in the amount of \$3,854.01, made by Comm. Nardiello, seconded by Comm. Galvach. All in favor 5-0.

Comm. Zullo did not vote on Bill 28196 for "Jessica Rizitis".

MOTION to pay March bills, made by Comm. Nardiello, seconded by Comm. Galvach. All in favor 5-0.

TREASURER'S REPORT:

Balance	\$ 464,663.79
Deposits	\$ 446,123.25
Interest	\$ 174.68
Payroll	\$(78,481.34)
Payroll Tax/Adjustments	\$ 16,865.51
Disbursements for the Month	<u>\$(220,605.48)</u>
Ending Balance	\$ 628,740.41

MOTION to accept Treasurer's Report was made by Comm. Galvach, seconded by Comm. Nardiello. All in favor 5-0.

FIRE OFFICIAL'S REPORT:

The Fire Official's Report was unavailable at this time and tabled until the May meeting.

CHIEF'S REPORT:

Chief reported calls for the month of March for a total of 31 calls and a total of 82 calls for the year.

Chief reported that the flammable liquid drill at the Fire Academy with both the career and volunteer staff was successful and that David Mayti got his get paperwork from the academy that day, where his performance more than adequate.

Comm. Nardiello apologize for not attending Palm Sunday since he was sick in bed.

Chief reported that Captain DeLeo is setting up drills with other fire companies and extended the invitation to the volunteers.

Comm. Zullo asked the Chief if everything was OK with the Palm Sunday event.

MOTION to accept the Chief's Report made by Comm. Nardiello, seconded by Comm. Galvach. All in favor 5-0.

CAPTAIN'S REPORT:

Captain DeLeo reported that Engine 2-3 performed adequately at the Drill.

Captain DeLeo reported that Avenel requested to work with the foam pumper April 15 and in Colonia on April 23. Captain stated that no overtime or comp time would be used that that he would bring the equipment.

Captain DeLeo reported that the quote he received for Engine 2-2 was high and that he would bring it to Absolute.

Captain DeLeo requested approval for an engine (Tour 4) to attend the Mathew Jago Autism Walk on April 26. Request was approved.

Captain DeLeo stated that the Fire Company was invited to the Saints Carnival, May 6-May 9 for community affairs and that the event was not mandatory. Request was approved.

Captain DeLeo congratulated Firefighter Mayti.

Captain DeLeo stated that there are old radios, house units, etc to be put on the disposable list.

Captain DeLeo reported that Firefighters Holloway and Triantafillidis are booked solid for the tank fire training class in Texas May 3-8 and that he has some receipts for reimbursement.

Captain DeLeo reported that Colonial Pipeline would like to send him to a conference in Fort Worth, Texas for managing tank fires June 23 -24 and they will pay for the entire cost of the trip. Approved as per Comm. Santorelli.

Captain DeLeo requested approval to purchase foam reducers and they are less than \$500 a piece.

MOTION to purchase two foam reducers, not to exceed \$1000.00, made by Comm. Nardiello, seconded by Comm. Galvach.

Captain DeLeo stated that he would be researching changing out the vector lights on the engines to LED lights.

MOTION to accept Captain's report made by Comm. Zullo, seconded by Comm. Nardiello. All in favor 5-0.

UNFINISHED BUSINESS:

Comm. Zullo reported that the water fountain in in and operable.

Comm. Zullo reported that he handed over the bids from two siding companies to Comm. Huber.

Comm. Nardiello inquired if there was any correspondence regarding the Joint Board Matter. Board Attorney Buck stated that there was no correspondence.

Comm. Huber reported that he met with the Mayor last Tuesday and all of the building repairs and jobs that he proposed, which was estimated at approximately \$246,000.00 was approved. These items include the roof, siding, hallway, new doors and phones.

Comm. Nardiello inquired if there was a legal requirement to be bonded. Comm. Santorelli stated that the town would be hiring and handling the work on the building.

Comm. Santorelli commended Comm. Huber on the excellent job of getting these items approved with the Mayor.

NEW BUSINESS:

All of the Commissioners congratulated Firefighter Mayti on coming such a long way and thanked everyone who helped and inspired him along the way.

TAXPAYER COMMENTS:

Anna Ariel, 874 West Avenue, Port Reading commended six firefighters, who helped her a month ago when her basement recently flooded after a sewer cracked. Ms. Ariel stated that they went above and beyond to help her and her small children and felt as though God sent her angels. Chief reported that it was Tour 1 (Firefighters Terebetsky and Holloway). Captain DeLeo thanked Ms. Ariel for taking the time to come to the meeting and for her comments and commended the Board for approving the purchase of the larger pumps, which helped in this particular incident.

MOTION to enter Executive Session at 7:58 pm to discuss a legal matter.

MOTION out of Executive Session at 8:47 pm.

EXECUTIVE SESSION:

Matters discussed during Executive Session was a legal matter.

MOTION to pay Bill 28229, in the amount of \$3,854.01, to "DP Contracting, LLP" regarding the judgement on the roof, made by Comm. Huber, seconded by Comm. Galvach.

Comm. Zullo voted "no".

Comm. Santorelli voted "yes" since they had no choice but to pay due to the laws of the state.

Comm. Galvach voted "yes" since we have to by order.

Comm. Huber voted "yes".

Comm. Nardiello voted "yes", but stated that with all due respect, Comm. Zullo should pay for the judgement and that if you make a mistake you have to make up for it.

Comm. Nardiello stated that he was looking out for the best interest of the public. Comm. Zullo stated that Comm. Nardiello had a lot of nerve making that statement in public and that if he had the best interest of the public he would be at every meeting. Comm. Nardiello stated that he took that as a personal insult and expressed that the Board was understanding when Comm. Zullo's mom was not feeling well.

MOTION to adjourn meeting at 8:50 pm made by Comm. Nardiello, seconded by Comm. Galvach. 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

April 6, 2015

Treasurer's Report

BEGINNING BALANCE	\$ 464,663.79
Deposits	446,123.25
Interest	174.68
Payroll	(78,481.34)
Payroll Tax/Adjustments/Transfers	16,865.51
Disbursements for the Month	<u>(220,605.48)</u>
ENDING BALANCE	\$ 628,740.41

12:40 PM

BOARD OF FIRE COMMISSIONERS DISTRICT NO 2

BILL LIST

March 3 through April 6, 2015

04/02/15

Accrual Basis

Date	Num	Name	Memo	Amount
Columbia - Voucher				
03/03/2015	28188	Maureen Comito	To Replenish Petty Cash	-104.00
03/03/2015	28189	VFIS	Accident & Sickness Policy Renewal 3/20/15 - 3/20/16	-2,246.00
03/27/2015	28193	Maureen Comito	To Replenish Petty Cash	-178.24
03/27/2015	28227	JUSTIN HOLLOWAY	Reimbursement - Airfare & Car Rental - Training in Beaumont...	-884.68
04/01/2015	TEPS	POLICE & FIREMEN'S RETIREME...	Annual Employer Appropriation	-148,773.00
04/01/2015	TEPS	PUBLIC EMPLOYEES' RETIREME...	Annual Employer Appropriation	-4,471.00
04/06/2015	28194	Casazza & Ur, Public Accountants, L...	Monthly Fee - April 2015	-2,333.33
04/06/2015	28195	Fords Fire District #7	Dispatch Service - April 2015	-5,520.25
04/06/2015	28196	Jessica Rizitis	Website Maintenance - April 2015	-150.00
04/06/2015	28197	MIDDLESEX WATER COMPANY	Hydrant Service for March 2015	-11,668.32
04/06/2015	28198	Dave Matyi	Refinished Firehouse Floors & Insulate Boiler Room Vent Op...	-175.00
04/06/2015	28199	FLORAL EXPRESSIONS, INC.	Customer #480 - Sympathy - Galvach Family	-47.95
04/06/2015	28200	MIDDLESEX WATER CO	ACCOUNT #2060200000 - Water Bill 11/20/14 - 02/23/15	-464.08
04/06/2015	28201	MK FIRE	Engine 2-2 - Repair to Front Spring Hanger - Loose & Broken ...	-1,078.00
04/06/2015	28202	Occupational Health - JFK	Account #005825-00 - Fit-Testing Physical	-55.00
04/06/2015	28203	Staples Business Advantage	Acct#1054611 Supplies	-6.99
04/06/2015	28204	TURNOUT FIRE & SAFETY INC.	Nomex Shirt & Trousers - Triantafillidis	-381.53
04/06/2015	28205	UNITED STATES LIFE INSURANC...	Policy #G232321 LIFE INSURANCE 4/7/15 - 7/06/15	-603.60
04/06/2015	28206	Elizabethtown Gas	Account # 2202559020 - Firehouse 02/23/15- 03/23/15	-883.85
04/06/2015	28207	Home Depot	Acct# 6035 3225 4098 2968 - Supplies	-228.48
04/06/2015	28208	Jan. Rasimowicz	Uniform Boots	-93.94
04/06/2015	28209	MAX L. BROWN HARDWARE CO., ...	Supplies	-116.10
04/06/2015	28210	RICHARD FRITZSCH	Reimbursement - Linens	-74.52
04/06/2015	28211	Staples Business Advantage	Supplies	-97.87
04/06/2015	28212	Amanda's Affordable Events Inc	1 - 48" Decorated Wreath	-125.00
04/06/2015	28213	AT&T	Account # 011-293-3370-001 732-636-0894	-55.73
04/06/2015	28214	NAPA Auto Parts of Colonia	Supplies	-208.50
04/06/2015	28216	Racestar	Fuel - February 2015	-125.00
04/06/2015	28217	TOWNSHIP OF WOODBRIDGE SE...	Sewer User Fee 2015	-1,232.25
04/06/2015	28218	Comcast of New Jersey	Account #8499 05 340 0759643 TV/Internet/Phone	-382.74
04/06/2015	28219	Elizabethtown Gas	Account # 2202559020 - Firehouse 01/22/15- 02/23/15	-1,358.85
04/06/2015	28220	FORDS MILL SUPPLY	Supplies	-191.69
04/06/2015	28222	FORDS MILL SUPPLY	Supplies	-63.98
04/06/2015	28223	Woodbridge Fire District #1	Dental & Vision Coverage - March 2015	-1,887.53
04/06/2015	28224	Woodbridge Fire District #1	Dental & Vision Coverage - April 2015	-1,887.53
04/06/2015	TEPS	New Jersey State Health Benefits Pr...	Retiree Health Benefits & Prescription Coverage - April 2015 ...	-1,218.09
04/06/2015	TEPS	New Jersey State Health Benefits Pr...	Health Benefits & Prescription Coverage - April 2015 ID#146...	-22,149.12
04/06/2015	28225	LIFE INSURANCE COMPANY OF N...	LIFE INSURANCE - 04/15/15 - 05/14/15 GL 009906	-957.00
04/06/2015	28226	PSE&G	ELECTRIC BILL	-1,389.77
04/06/2015	28228	D'APRILE CATERING	Refreshments - Breakfast with the Mayor 3/15/15	-150.00
04/06/2015	28229	DP Contracting LLC	Settlement - Docket No. MID-DC-016592-14	-3,854.01
04/06/2015	28230	Fizer Plumbing & Heating	Installation of New Water Cooler in Hallway	-1,175.00
04/06/2015	28231	NEW JERSEY FIRE EQUIPMENT CO	Parts for 1010 Traditional Helmet	-56.60
04/06/2015	28232	Thomas Buck	DP Contracting LLC v. Fire District - Legal Services	-1,455.00
04/06/2015	28233	NEW JERSEY FIRE EQUIPMENT CO	2 - Streamlight Litebox AC Rack	-46.36
Total Columbia - Voucher				<u>-220,605.48</u>
TOTAL				<u>-220,605.48</u>

Port Reading Fire Department

Captain's Report- February 26th -April 1st

Engine 2-1

3-14-15 Replaced bulb on tail board #1156

Engine 2-2

3-6-15 Replaced bulb H-1 in Vector light bar pod and fixed ground wire on the same

3-8-15 Prepared for parade

1230 Parade Detail

3-31-15 Called Absolute Fire Protection to schedule appointment for Steering assist cylinder repair and possible Preventative Maintenance estimate

Engine 2-3

3-6-15 Returned from Absolute Fire Protection. Air clutch line replaced along with multiple valves and internal foam concentrate supply lines. Invoice directly submitted to Buckeye Pipeline for payment. The foam system and Engine fully operational at this time. Foam tank is empty.

3-10-15 ODP Filled Foam tank off of tanker at Buckeye Pipeline with 3M 3%/6% Concentrate

3-26-15 Added equipment for foam refill and adjusted equipment.

4-1-15 Topped off Foam tank

Support Pick-up 2-3-4

3-8-15 Prepared for parade (Plow removed)

Chief's vehicle 2-3-1

Buildings and Grounds

2-26-15 1045 Received Delivery from Staples

1100 ODP Replaced exhaust system sensor batteries

1630 Comm. Zullo placed two (2) checks and hall rental forms in Accountants Inter-office mail

2-27-15 Confires took large Oxygen Cylinder from first aid squad for testing

Township delivered two tires for future charity event.

2-28-15 0900 Building Generator checked 501.1 hours to date fluids okay

3-1-15 ODP Performed Snow removal and Sidewalk maintenance

3-2-15 Comm Zullo requested ODP write K. Galvach on watchroom calendar for hall use.

1530 FF Matyi washed bay floors and Engine 2-1

1730 ODP changed outside sign as per Comm Zullo's request

1900 Commissioners meeting in hall

3-3-15 ODP Performed Snow removal and Sidewalk maintenance

3-4-15 ODP Performed Snow removal and Sidewalk maintenance

1030 Airtech here to give estimate on Basement

1400 Leak discovered in upstairs kitchen near hood system during heavy rain, notified Comm Zullo

Comm. Zullo called and notified ODP of the Passing of Ex-Chief, Commissioner Michael Daniel, ODP lowered flag, changed signs and placed Memorial Bunting on Firehouse

1545 Weber (Roofer) here looking at reported leak

1930 Ladies Auxiliary Using hall for meeting

3-5-15 ODP applied ice melt to sidewalks and driveways and snow removal

1130 Recalled one Firefighter for severe weather standby

1210 Volunteer Firefighters at station for severe weather standby

3-6-15 NAPA delivery of car wash and tire shine

3-7-15 1300 Party in Meeting Hall

ODP Washed Engines and Bay floors

3-8-15 1400-1830 Party in Meeting Hall

3-9-15 Raised flag and changed signage as per Comm Zullo

3-11-15 ODP Replaced air brake shore line for Engine 2-2

3-13-15 ODP Filled 11 SCBA cylinders for Woodbridge Fire District #1

3-14-15 Kohler Building generator checked 502.2 hours to date – Fluids okay

Comm. Zullo requested sign change and set up of hall for upcoming event. ODP did so.

3-15-15 ODP continued with assisting in set-up for event in hall. 1300-1330

3-16-15 FF 1400 Holloway picked-up supplies from Max Browns

1930 ODP Filled 3 SCBA cylinders for Woodbridge Fire District #1

3-17-15 Ehrlich Pest Control providing service 0830-0900

1100 Building supplies delivered from Fords Mill

1230 Received delivery from Staples file boxes for OSHA/RTK purposes

3-18-15 1235 Received two deliveries from UPS

1830 Hall being used by Woodbridge Little League clear @ 1945

3-20-15 ODP installed new 100' garden hoses on reels for fire station

2130 ODP performed snow removal

3-21-15 0730 Hall being used by Police Promotional Company

0930 Delivery from NAPA (Granular absorbent)

1200 Charity Fitness Challenge Tryouts using Lee Street Parking lot

Kohler Building Generator checked 502.8 hours to date – fluids okay

3-22-15 0800 Police Promotional Company using hall

1515 Filled 2 SCBA cylinders for Woodbridge Fire District #1

3-23-15 Put Seasonal Snow maintenance equipment in shed

Filled 1 SCBA cylinders for Woodbridge Fire District #1

1200 Air tech here changing unit filters and checking A/C startup
3-24-15 1100 Valiant home remodeling here to produce estimate for siding on building mansard
3-25-15 1200 ODP assisted First Aid Squad with request by Comm Nardiello for lift assist for family member
1600 Superior Exteriors here to produce estimate for siding on building mansard
2150 Assisted Comm Nardiello with family member return
3-26-15 1145 Fizer plumbing here installing new water fountain in hallway.
3-28-15 FF Pereira repaired push-bar on garage bay entrance door
3-29-15 Hall being used for Palm Sunday Breakfast
1815 Woodbridge Little league using hall
3-30-15 UPS Delivery from Turnout uniforms
4-1-15 Commissioner Huber Picked up building improvement estimates

Training and OSHA Compliance

2-26-15 1900 Fire Department Drill in Hall Captain DeLeo and Chief Kotuski gave presentations on new tactical methods and flammable liquids extinguishment respectively
3-16-15 1300 Mike Mattsson provided Corporate Credit Card information to fund tuition and gear rental for upcoming sponsorship of Beaumont Texas Tank Fire Training.
3-26-15 1845-2215 Flammable liquids drill at MCFA 2-3, 2-2, 2-3-4 and 2-3-1 attended.
4-1-15 2-3 and 2-1 Pump training at Buckeye Pipeline

**Colonial Pipeline and Buckeye Pipeline have partnered with our Board of Fire Commissioners to send two firefighters from our district to Williams Hazard and Fire Control Storage Tank Fire training in Beaumont Texas. The Class is scheduled for May 4th to 7th 2015. Colonial Pipeline is covering the cost of one tuition and lodging for both attendees. Buckeye Pipeline will be covering the cost of one tuition and gear rental for both attendees. The Board has agreed to cover the cost of Airfare and Car rental. FF Holloway has secured both the airfare and car rental and submitted a voucher for reimbursement.

Fuel

2-26-15 Engine 2-1 added 24.5 gallons

3-5-15 Engine 2-1 added 15.8 gallons

Pick-up truck Support unit 2-3-4 Added fuel \$30.00

3-6-15 Engine 2-3 added 20.9 gallons

3-9-15 Engine 2-2 added 28.2 gallons

3-13-15 Engine 2-1 added 17.4 gallons

3-25-15 Engine 2-3 added 7.5 gallons

3-29-15 Engine 2-1 added 23.2 gallons

Equipment

3-6-15 Placed 8 Buckeye Pipeline owned SCBA packs and 10 spare bottles into service on engine 2-3

3-10-15 Lubricated and serviced Hydrant Assist valve on Engine 2-1

2211 ODP reported two inoperable submersible sump pumps not working.

3-11-15 Inspected and tested two submersible sump pumps. Flushed and exercised. Working properly at this time.

3-18-15 1010-1235 ESI (Holmatro Rescue Tools) here to service equipment in accordance with Service Contract. All rescue tools are fully operational and in good condition.

3-19-15 Ordered Uniforms for staff

3-20-15 ODP Used failed 1.75" hose to create a second rescue mannequin

3-24-15 Fail-Safe hose testing company here doing annual hose testing for all Departmental hose. Using lot on the corner of West ave and Milos way. Failed Hose as follows:

- 1 – 50 foot 7.25" Supply hose (Buckeye's)
- 2 – 50 foot 5" Supply hose
- 2 – 25 foot 3" Supply hose
- 1 – 50 foot 3" Supply hose
- 4 – 50 foot 1.75" Attack hose

3-29-15 SCBA Pack #228 Leaking

3-31-15 1200 FF Renaldi updated FF Matyi's turnout gear. Issued replacement bunker pants and coat

1400 NJ Fire Equipment picked up SCBA pack #228 for repair

4-1-15 Picked up 10 donated SCBA cylinders by Buckeye pipeline

*Request the approval for purchase of two 95 gallon per minute Pyrolite Foam Eductors

Port Reading Fire District Equipment Disposal List

Item(s)	Disposal Date
Two (2) KME Quint doors from pump panel (from shed)	10-31-14 as per Comm Zullo
Donated barbeque grill	10-31-14 as per Comm Zullo
Assorted 5 inch hose coupling parts from condemned hose	10-31-14 as per Comm Zullo
One damaged aluminum dolly	10-31-14 as per Comm Zullo
Four steel posts from a table storage cart	10-31-14 as per Comm Zullo
Two (2) old .75 inch booster hoses	10-31-14 as per Comm Zullo
Two (2) condemned 2.5 gallon water extinguishers	10-31-14 as per Comm Zullo
Metal parts from Two (2) Vector type Light bars	12-2-14 Approved by BOFC at Budget Meeting 11-19-14
Booster Hose Reel Assembly and hose (taken off of the former 2-2 1978 TASC)	12-2-14 Approved by BOFC at Budget Meeting 11-19-14
Hale Model 30FB-B42 s/n 98280 PRFD #335 Inoperable portable pump	12-2-14 Approved by BOFC at Budget Meeting 11-19-14
11 Condemned 1.75 inch/ 50 foot lengths of attack hose	12-2-14 Approved by BOFC at Budget Meeting 11-19-14
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	1-15-15 Approved by BOFC Regular Meeting 1-5-15
(2) Hale Fyre-float floating type 95 gpm water pumps	Approved by BOFC Regular Meeting 1-5-15

All old VHF Portable radios and chargers With old minitor pagers and plectrons	Approved by BOFC Regular Meeting 1-5-15
Dell Desktop Computer from watchroom (Replaced with new All in one 1-22-15)	Approved by BOFC Regular Meeting 2-3-15
All Remaining Decommissioned/Inoperable Communication Devices and Accessories	
All Condemned and Failed Firefighting Hose	

Volunteer Recruitment

3-9-15 RJ Kreuzsch and another individual inquired about applications for firefighter. The other individual did not have any form of valid identification. They decided to return when they both have the proper documents to apply together. They were thanked for their interest and encouraged to return.

3-25-15 3 1430 Carteret residents came in to inquire about applications for firefighter and EMS.

Stated they would return later to ask further about firefighter membership. They were instructed to return before 2000. They returned @ 2120. Unable to schedule meeting due to pending detail assisting Comm. Nardiello family member.

3-26-15 FF Terebetsky issued membership application and advised prospective candidate Jimmy Sohail. Advised FF Fritzsch.

3-31-15 Candidate Jimmy Sohail returned completed application. Put in FF Fritzsch's mail for review

Faithfully Submitted,

Captain Paul DeLeo