

**PORT READING BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2
PORT READING, NJ 07064
August 6, 2012**

The Board Accountant read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of August 6, 2012 was called to order by Commissioner Nardiello at 7:30 pm. Three Commissioners were present: Comm. Nardiello, Comm. Huber, Comm. Zullo. Board Accountants John Ur and Maria Bucsanszky were present. Board Attorney Tom Buck was present. Board Clerk Marianne DeSantis was absent.

Comm. Galvach and Comm. Santorelli were absent.

Reviewed minutes from the July 2, 2012 monthly meeting.

Comm. Nardiello stated for the record that he was not implying that the mechanic could not do the work on the pick up truck, but that he was not available to work on the vehicle, which sat idle for twenty days. Comm. Nardiello indicated that it was agreed by the Board to have an alternate mechanic in the event our mechanic is unavailable. Comm. Nardiello stressed the importance of having a working pick up truck to be used to shuttle people and equipment to fire calls.

Comm. Nardiello added that the Board checks were being issued on a monthly basis to assist the accountants in avoiding filing issues with the IRS.

MOTION to accept July 2nd minutes made by Comm. Zullo, seconded by Comm. Huber. All in favor 3-0.

BILLS TO BE PAID: \$45,018.41

MOTION to pay August bills was made by Comm. Huber, seconded by Comm. Zullo. All in favor 3-0.

TREASURER'S REPORT:

Balance	\$ 412,916.09
Deposits	\$ 2,196.94
Interest	\$ 346.64
Payroll	\$(85,231.79)
Payroll Tax/Adjustments	\$ (587.39)
Disbursements for the Month	\$ (45,018.41)
Ending Balance	\$ 284,622.08

Comm. Nardiello reported that financial adjustments to the operating account needed to be made due to a lump sum allotment for the NJ State Pension Fund and stressed the importance of encouraging our elected officials to help us change the payment schedule to a quarterly basis. Comm. Nardiello stated that if the matter is not resolved then next year we will pay quarterly anyway since this schedule is interfering with the operating expenses of this District.

MOTION to accept Treasurer's Report was made by Comm. Zullo, seconded by Comm. Huber. All in favor 3-0.

CHIEF'S REPORT:

Chief reported calls for the month of July for a total of 25 calls and one drill for a total of 26 calls and 117 calls for the year.

Chief reported that the fireworks at Alvin P. Williams Park and at the Saints Field both went well with no incidents to report.

Chief stated that the annual fund drive is underway.

Chief reported that two crews went out at different times to the Avenel Comm. Nardiello congratulated the chief and his administration that partook in the event, stating that they looked professional and thanked them for their efforts

Chief reported that there is a new applicant, Chris Sininsky, however they have not come across his drug test. Comm. Nardiello stated that he would follow up.

Comm. Nardiello reported that Kurt Delebro passed his state test and did very well.

MOTION to accept the Chief's Report made by Comm. Nardiello. All in favor 3-0.

Comm. Nardiello requested that cell phones be turned off during the meeting.

FIRE OFFICIAL'S REPORT:

Reviewed the Fire Official's report.

MOTION to accept the Fire Official's report made by Comm. Huber, seconded by Comm. Zullo. All in favor 3-0.

CAPTAIN'S REPORT:

Comm. Nardiello stressed the importance of preventive maintenance and making sure everything is in order when the ISO testing takes place in September. Comm. Nardiello will follow up with Comm. Galvach to make sure preventive maintenance is done on 2-1 and 2-2 and will have him contact Captain Zullo to set up the scheduling.

MOTION to accept the Captain's report made by Comm. Zullo, seconded by Comm. Huber. All in favor 3-0.

TAXPAYER COMMENTS:

No comments from the public.

UNFINISHED BUSINESS

Comm. Zullo reported that the kitchen is now certified by the Township of Woodbridge. Comm. Zullo stated that the only incident was that they accidentally discharged the hood system, however, a professional cleaning service came in to do the clean up. Comm. Zullo feels that the second and final payment, which is \$2500.00, be put on hold since Firefighter Renaldi and Terebetsky indicated that approximately \$500-\$600 in food had to be thrown out and the microwave and toaster was affected as well. Comm. Nardiello and Comm. Zullo agreed that the crews should be reimbursed equally for lost food.

MOTION to hold the balance of the bill for the hood system so that Comm. Zullo can negotiate a fair price for the loss of the food made be Comm. Zullo, seconded by Comm. Huber. All in favor 3-0.

Comm. Zullo reported that he has the pictures from past and present Commissioners, which his daughter will donate the photo supplies and will work on including the Commissioner names.

Comm. Huber stated that he will call Captain Zullo to have Airtech take care of the vent in the bathroom.

MOTION to purchase and install a bathroom sink and vanity at Home Depot, not to exceed \$200.00, was made by Comm. Huber, seconded by Comm. Zullo. All in favor 3-0.

Comm. Nardiello advised the Board that Firefighter Renaldi submitted the FEMA Fire Equipment Grant application. If approved, the grant would provide approximately \$22,000 worth of equipment and training time and the cost to the District would be \$800.00.

Comm. Nardiello is following up on the exhaust system in the bey and requested that all of the gear be inspected for both.

Comm. Nardiello stated that they still need signature cards for Comm. Zullo and Comm. Huber for banking purposes.

NEW BUSINESS:

Comm. Huber reported that there is a leak in the kitchen downstairs that needs to be taken care of.

Comm. Huber reported that there is a new tire on 2-1, but the inner tire is 11 years old and therefore a hazard.

MOTION to purchase one new tire to match the new tire on 2-1 in order to prevent uneven wear made by Comm. Zullo, seconded by Comm. Huber. All in favor 3-0.

Comm. Huber discussed the bell and clapper status with the Chief.

Comm. Nardiello reported that he discussed altering incident reports with Comm. Santorello.

MOTION made by Comm. Huber that all incident reports that are initiated by the original writer must be signed with his permission if a change needs to be made, seconded by Comm. Zullo. All in favor 3-0.

Comm. Nardiello requested that prior to the ISO testing, preventive maintenance be done on 2-1 and 2-2 and will consult with Comm. Galvach since he is in charge of equipment.

Comm. Nardiello reported that during the Safety Committee Meeting the AED pads for all three units must be replaced, which will cost approximately \$330.00.

MOTION to replace the AED pads for the defibrillators on the vehicles made by Comm. Zullo, seconded by Comm. Huber. All in favor 3-0.

Comm. Nardiello stated for the record that batteries will be purchased if funds are available.

Comm. Nardiello reported that there is a recall on the goggles and will be replaced free of charge for the career and volunteer staff.

Comm. Zullo consulted with the attorney regarding the hall rental fee for non-members, which will be a \$100.00 fee with a \$100.00 security deposit to be returned if the hall is left as they found it. Comm. Zullo stated that members will be required to write a \$100.00 check for the deposit and returned upon inspection of the hall. Further discussion regarding the hall rental policy will be discussed when all five commissioners are present.

Board Attorney Buck stated that he has not heard from the Joint Board yet.

MOTION to pay add on bill of \$180.00 for photographs of past and present Commissioners made by Comm. Zullo, seconded by Comm. Huber. All in favor 3-0.

TAXPAYER COMMENTS:

Firefighter DeLeo inquired about the cost of dispatching to the board, which Comm. Nardiello stated was approximately \$67,000 for the year. Comm. Nardiello reported that effective September 1, all first aid squads in the district will be dispatched by Woodbridge Police Department. Comm. Nardiello stated that the Deputy Director of the Police Department will be at the next meeting to discuss the change in dispatching for the fire company.

Firefighter Terebetsky had a liability question for the Board Attorney.

MOTION to adjourn meeting at 8:30 pm made by Comm. Zullo, seconded by Comm. Huber. All in favor 3-0.

Respectfully submitted,

Marianne DeSantis
Board Clerk