

**PORT READING BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2
PORT READING, NJ 07064
August 1, 2016**

The Board Clerk read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of August 1, 2016 was called to order by Commissioner Nardiello at 7:30 pm. Four Commissioners were present: Comm. Huber, Comm. Nardiello, Comm. Santorelli and Comm. Zullo. Board Accountant Maria Bucsanszky was present. Board Attorney Tom Buck was present. Operations Manager Nisky was present. Board Clerk Marianne DeSantis was present.

Comm. Galvach was absent due to vacation.

Reviewed minutes from the July 5, 2016 Meeting.

MOTION to accept the July 5 meeting minutes made by Comm. Santorelli, seconded by Comm. Huber. All in favor 4-0.

Reviewed minutes from the June 15, 2016 Special Meeting.

BILLS TO BE PAID: \$64,868.55

Comm. Zullo will not be voting on Bill #28754 for "Jessica Rizitis".

There were no add on bills.

MOTION to pay July bills made by Comm. Huber, seconded by Comm. Zullo. All in favor 4-0.

TREASURER'S REPORT:

Balance	\$ 702,897.12
Deposits	\$ 2,670.07
Interest	\$ 165.05
Payroll	\$(78,821.91)
Payroll Tax/Adjustments/Transfers	\$ (7,870.00)
Disbursements for the Month	<u>\$(64,868.55)</u>
Ending Balance	\$ 569,911.78

MOTION to accept Treasurer's Report was made by Comm. Santorelli, seconded by Comm. Huber. All in favor 4-0.

CHIEF'S REPORT:

The Chief's report was unavailable.

CAPTAINS REPORT:

Captain thanked the career staff, volunteers and EMT for being so accommodating during the renovations/construction which is going well.

Captain reported that Camp Pace at School #28, requested an engine on August 8 from 9am-2pm and any members and volunteers are invited to attend.

Captain reported that Engine 2-2 has completed the annual preventive maintenance.

Captain reported that Buckeye will handle the bills for any repairs on the foam pumper for preventative maintenance.

Captain reported that the air conditioning has needed to be repaired on Engine 2-1 for over five years and preventive maintenance and pump test is needed as well. Captain received a estimate from Absolute of \$1,690.00 to fix the air conditioning.

Captain reported that there will be a First Responders Appreciation Day at Millers Ale House on August 5.

Captain thanked Firefighter Mayti for his assistance in getting lumber donated to build a portable ventilation prop that was mounted to the flatbed for the July drill.

Captain stated that he working on with the community center to have a water drill on August 25 from 7:00pm-9:00pm, which they will open up to the Police Department and requested that the Board consider approving the overtime.

Captain reported that the Firefighter recruit is doing well and taking the state test on August 10 and that all of the firefighters have been accommodating.

Captain stated that there will be a Live Burn in October, which will require authorization on overtime for the entire staff.

Comm. Huber inquired about the air conditioning on Engine 2-, which has not been working for a five years and stated it is needed as a refuge for the firefighters. A motion was recommended to fix the air conditioning if money was available. Board Accountant Bucsanszky and Comm. Santorelli indicated that we are over budget for that line item. Comm. Santorelli suggested researching other companies for the repairs and will be tabled until the September meeting.

Comm. Santorelli stated that we are close to going over budget in the overtime line item and will get back to Captain DeLeo regarding overtime.

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

FIRE OFFICIALS REPORT:

The Fire Officials Report was unavailable and tabled until the September Meeting.

UNFINISHED BUSINESS:

Comm. Zullo reported progress.

NEW BUSINESS:

Comm. Nardiello reported that he met with Safety Committee and there were no new matters.

TAXPAYERS COMMENTS:

Steve Weber from the Port Reading First Aid Squad stated that it would be a slap in the face if "First Aid Squad" was not put on the building and requested that the Board reconsider so that the First Aid Squad is recognized.

Comm. Nardiello stated that there is room for conversation regarding this issue and Comm. Galvach had requested that this matter be tabled until the September meeting.

Comm. Santorelli stated that they do not want to slight the First Aid Squad and that "Port Reading Fire District Number 2" would encompass all. Comm. Nardiello requested that Mr. Weber come back to the next meeting with his request.

MOTION to enter Executive Session at 7:55pm to discuss insurance, LOSAP and contractor work in building, made by Comm. Zullo, seconded by Comm. Santorelli.

MOTION out of Executive Session at 8:10pm.

EXECUTIVE SESSION:

Matters discussed during Executive Session was insurance, LOSAP and contractor work in the building

Captain DeLeo stated that he has sent emails regarding the changes made with the contractor, which include the sidewalk, changing the pitch for draining, no sprinkler covers and using stone and moving the old hose for decoration.

MOTION to adjourn meeting at 8:15 pm made by Comm. Huber, seconded by Comm. Zullo. All in favor 4-0.

Respectfully submitted,

Marianne DeSantis
Board Clerk

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

BILL LIST

July 6 through August 1, 2016

07/29/16

Date	Num	Name	Memo	Amount
Columbia - Voucher				
08/01/2016	TEPS	New Jersey State Health Benefits ...	Health Benefits Coverage -August 2016 ID#146900	-23,126.07
08/01/2016	TEPS	New Jersey State Health Benefits ...	Retiree Health Benefits Coverage -August 2016 ID#146900	-1,283.63
08/01/2016	28736	ABSOLUTE FIRE PROTECTION C...	Service on 2008 E-Pumper #2-2 - Preventative Maintenance	-1,878.20
08/01/2016	28737	Airpower International Inc	Yearly Service Contract 06/2016-05/2017	-1,429.00
08/01/2016	28738	AIRTEC SERVICE INC	Replaced Roof Top Condensing Unit for Office Area	-3,700.00
08/01/2016	28739	Approved Fire Protection Co	Service-Gas Meter Calibration	-57.50
08/01/2016	28740	AT&T	Account # 011-293-3370-001 732-636-0894	-57.22
08/01/2016	28741	Comcast of New Jersey	Account #8499 05 340 0759643-Phone/Internet/TV	-410.73
08/01/2016	28742	Comprehensive Psychological Serv...	Professional Services - Pre-employment Evaluation/Stamato	-475.00
08/01/2016	28743	Confires Fire Protection Service LLC	Extinguisher Inspection	-132.50
08/01/2016	28744	Continental Fire & Safety, Inc	Bullard Eclipse Thermal Imager Bundle	-4,160.76
08/01/2016	28745	DANNY'S AUTOMOTIVE CONNE...	2003 Dodge Durango-Replace Blower Motor	-650.42
08/01/2016	28746	EHRlich	Commercial Pest General Maintenance Service - Cust# 238998-...	-61.00
08/01/2016	28747	Elizabethtown Gas	Account # 2202559020 - Firehouse 05/24/16-06/23/16	-104.28
08/01/2016	28748	FF1 PROFESSIONAL SAFETY SE...	Patches	-568.98
08/01/2016	28749	Fords Fire District #7	Dispatch Service -August 2016	-5,520.25
08/01/2016	28750	FORDS MILL SUPPLY	Supplies	-177.47
08/01/2016	28751	Home Depot Credit Services	Account #6035 3225 4098 2968 Supplies	-238.84
08/01/2016	28752	INSURANCE RESTORATION SPE...	Inspection, Wash & Repair Turnout Gear-Matyj	-246.00
08/01/2016	28753	Jan. Rasimowicz	Reimbursement for pillow & sheets	-64.18
08/01/2016	28754	Jessica Rizitis	Website Maintenance - August 2016	-175.00
08/01/2016	28755	JFK OCCUPATIONAL HEALTH	Physical Exam-New Hires	-513.00
08/01/2016	28756	LIFE INSURANCE COMPANY OF ...	LIFE INSURANCE - 08/15/2016-09/14/2016 GL 009906	-893.20
08/01/2016	28757	Maria Bucsanszky, E.A	Monthly Fee -August 2016	-2,333.33
08/01/2016	28758	MIDDLESEX WATER COMPANY	Acct # 3046515564-Hydrant Service for July 2016	-12,477.20
08/01/2016	28759	PSE&G	ELECTRIC BILL	-1,435.84
08/01/2016	28760	Racestar	Fuel -June 2016	-124.90
08/01/2016	28761	Staples Business Advantage	Acct# NYC 1054611 Office Supplies	-38.99
08/01/2016	28762	STATE OF NEW JERSEY	Assessment 0-226-002-948/000-00 12/2015	-131.93
08/01/2016	28763	Stone Mountain Printing	Incident Report Forms	-55.30
08/01/2016	28764	THE HARTFORD GROUP BENEFI...	Life Ins Customer#011215320001-2/Pol#734229 08/01/16-08/31...	-225.00
08/01/2016	28765	Woodbridge Fire District #1	Reimbursement-Health Benefits/Vision & Dental-August 2016	-2,122.83
Total Columbia - Voucher				-64,868.55
TOTAL				-64,868.55

BOARD OF FIRE COMMISSIONERS
DISTRICT NO. 2
P.O. BOX 207
PORT READING, NEW JERSEY 07064

August 1, 2016

Treasurer's Report

BEGINNING BALANCE	\$ 702,897.12
Deposits	2,670.07
Interest	165.05
Payroll	(78,821.91)
Payroll Tax/Adjustments/Transfers	7,870.00
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Port Reading Fire Department



Captain's Report- June 30th - July 27th, 2016

Engine 2-1

7-2-16 0925 Replaced ground light #40227

***Requesting Annual PM and pump test**

Engine 2-2

7-6-16 ODP returned LDH and Blitzfire that was borrowed by Middlesex County mutual aid companies at Carteret Haz Mat Incident.

7-12-16 Taken to Absolute Fire Protection for annual preventative maintenance and pump test.

7-20-16 Returned to service from Absolute Fire Protection. Did not pass battery load test. TIC Not wired correctly. Absolute notified and will be returning to correct.

Engine 2-3

7-20-16 Taken to Absolute Fire Protection for annual preventative maintenance and pump test.

Support Pick-up 2-3-4

Chief's vehicle 2-3-1

7-6-16 0845-1520 brought to Danny's Automotive for air conditioner repair.

Ambassador 1000 by 6000 GPM Hydro Chem/Foam Trailer

Buildings and Grounds

6-30-16 1130 Drill Construction here shampooing carpet from roof leak in bunk room.

1230 ODP Picked up replacement ceiling tiles and exterior lighting for firehouse.

1300 Drill Construction replacing ceiling tiles in kitchen area.

7-1-16 1102 Air Tech here to fix non-functioning hallway and bunkroom A/C unit

1105 Woodbridge township public works tree division here working on stump removal.

*Air Tech reported that condenser on the hallway/bunk room A/C unit is irreparable and must be replaced. Commissioner Zullo contacted and gave approval to have it replaced.

1435 Air Tech completed A/C unit repaired.

7-2-16 ODP Washed all apparatus, vehicles and bay floors.

0920 Building Generator checked. Fluids okay 545.1 hours to date.

1145 ODP replaced bulbs over bay doors.

1700-2315 VFC and Career FFs fire suppression standby special detail for fireworks event at Alvin Williams Park.

7-5-16 1900 Fire Commissioner Meeting in hall.

7-6-16 ODP performed all lawn maintenance and cleaned up debris on grounds.

1630 ODP found West Ave southmost garage door opener inoperable. Notified Commissioner Zullo who contacted service technician Independent Overhead door.

7-7-16 1300 Independent Overhead Door worked on garage bay door problem.

7-8-16 0648-1500 Cannella Roofing here working on roof and soffits.

1030 Captain Requested permission from Commissioner Zullo to put memorial note on firehouse sign for Police Officers killed in Dallas TX. Request was denied.

1130 Confires here providing regular service.

1400 Received fax from Overhead door company for authorization to replace motor of overhead door. Notified Commissioner Zullo, who signed and faxed back to have work performed.

7-9-16 0700-1500 Cannella Roofing here working on roof and soffits

1100 Lowered US flag and changed sign in memory of Ex-Chief Harold Kindlick.

1230 ODP Washed all apparatus and equipment.

ODP disposed of two leaking garden hoses and took one round table out of service due to broken leg.

1400 Hall being set up for party. People using hall instructed to return all firehouse areas pre party conditions, including all tables and chairs to be put away and all areas cleaned. Further, instructions were given not to allow anyone in hallway area.

2100 Party complete. Tables and chairs not put away. Debris left on floors in kitchen and meeting hall. Party attendees drinking alcohol in hallway area during party had to be told to return to meeting room.

7-10-16 Captain dropped off new garden hose for station also instructed ODP to remove realtor sign from Fire District property.

Captain notified Commissioner Zullo of poor condition of firehouse left by party. Commissioner Zullo called responsible party to return to clean.

1200 An elderly gentleman was sent back to clean up. ODP assisted for precautionary reasons.

7-11-16 1930 Fire Company meeting in hall.

7-12-16 1900 Relief and Exempt meeting in hall

7-13-16 0830 Confires here providing Compressed Oxygen service.

1010 Costello funeral home returned Bell from funeral services.

1135 Erlich pest control here checking for activity.

7-14-16 0700 Cannella Roofing here continuing building project.

0815 Contractors preparing for interior wall work.

1100 Captain contacted Commissioner Huber to notify of change to work on fresh air dry well on Port Reading ave side of fire station.

7-15-16 0700-1500 Contractors working on building.

7-18-16 0805 Silent Companion here removing alarm panel and audible for upcoming sheetrock work in watchroom and hallway.

7-19-16 0700-1500 Contractors working on building.

7-20-16 0700-1500 Contractors working on building.

ODP performed all lawn maintenance.

1516 FF Matyi took 2-3-4 to pick up lumber donated by Tulnoy Lumber for purposes of constructing a ventilation prop for training.

7-21-16 1520 Air Tech here to look at non-working Air conditioning in hallway and bunk room.

7-22-16 0905 Allied Building supply delivering sheetrock and building supplies for interior work.

0907 Coca-Cola delivery received.

ODP moved all remaining items out of hallway and watchroom in preparation for hallway renovations.

0945 Independent overhead door here replacing motor for West avenue south end bay.

1500 Raised Flag to full staff and added new Union flag. Changed outdoor sign.

7-23-16 ODP Washed all apparatus and Pickup.

7-25-16 0700-1500 Contractors working in hallway and watchroom.

1500 ODP removed remaining items in stairwell and placed down in basement.

7-26-16 0700-1500 Contractors working in hallway and watchroom.

7-27-16 0730 ODP performed all lawn maintenance for district properties.

0700-1500 Contractors working in hallway and watchroom

Training

7-21-16 ODP Construction Ventilation prop for training.

7-22-16 ODP Construction Ventilation prop for training.

7-25-16 ODP Construction Ventilation prop for training.

Fuel

7-1-16 Support unit 2-3-4 added 23.5 gallons of fuel \$46.00 worth.

7-5-16 Engine 2-2 added 34.6 Gallons.

7-11-16 Engine 2-1 added 21.8 Gallons

7-12-16 Support unit 2-3-4 added 14.89 gallons of fuel

Equipment

7-1-16 0732 Woodbridge Traffic Maintenance picked up FA-14 for service.

7-5-16 NJ Fire Equipment picked up 2 SCBA (Buckeye) for repairs.

7-6-16 WFD L5 picked up borrowed Hydrant Diffuser and Static Pressure guage.

1045 Middlesex County Fire Marshall's office returned LDH and Blitzfire Monitor used at Carteret Haz Mat incident.

7-13-16 NJ Fire equipment returned repaired SCBA.

7-19-16 WT Public Works requested to borrow fire hose to fill community pool.

7-20-16 WT Public Works returned all borrowed fire hose.

Volunteer Recruitment

Nothing further on candidates to date.

Faithfully Submitted,

Captain Paul DeLeo