

**PORT READING BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2
PORT READING, NJ 07064
March 5, 2019**

The Board Clerk read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of March 5, 2019 was called to order by Commissioner Santorelli at 7:30 pm. All five Commissioners were present: Comm. Santorelli, Comm. Galvach, Comm. Molnar, Comm. Weber and Comm. Zullo. Operations Managers Nisky was present, Board Accountant Maria Bucsanszky was present. Board Attorney Brian Bontempo was present. Board Clerk Marianne DeSantis was present.

Comm. Santorelli opened the meeting by stating that this was the annual re-organization meeting, indicating that the election that was held on February 16, 2019 and that is why there are two empty seats that would be soon be filled by the two newly elected Commissioners, Joann Molnar and Stephen Weber.

The Board Accountant read the Resolution certifying the February 16, 2019 Fire Election Results, electing Comm. Molnar (251 votes) and Comm. Weber (222 votes) for a three (3) year term, as well as the three questions that were on the February 16, 2019 Ballot. The budget was approved 179-120, the purchase of the new pumper rescue truck was approved 192-91 and the purchase of related fire equipment for the new pumper rescue truck was approved 192-84.

There was a brief recess for the swearing-in ceremony of Comm. Molnar and Comm. Weber by Councilman Brian Small.

Comm. Santorelli opened nominations for the Board of Fire Commissioners.

Nomination for President:

Comm. Zullo nominated Comm. Santorelli to maintain his role as President, seconded by Comm. Weber. All in favor 5-0.

Nomination for First Vice-President:

Comm. Zullo nominated Comm. Galvach, seconded by Comm. Molnar. All in favor 5-0.

Nomination for Second Vice-President:

Comm. Galvach nominated Comm. Zullo, seconded by Comm. Weber. All in favor 5-0.

Nomination for Treasurer:

Comm. Galvach nominated Comm. Molnar, seconded by Comm. Zullo. All in favor 5-0.

Nomination for Secretary:

Comm. Zullo nominated Comm. Weber, seconded by Comm. Galvach. All in favor 5-0.

Comm. Santorelli congratulated and welcomed Comm. Molnar and Comm. Weber and is looking forward to a great year.

Comm. Santorelli announced the following committee appointments for 2019:

Radios & Alarms – Comms. Weber & Galvach
Personnel & Negotiations – Comms. Santorelli & Galvach
Building & Grounds – Comms. Zullo & Molnar
Truck Maintenance – Comms. Galvach & Weber
Gear & Equipment – Comm. Weber
Health & Safety – Comms. Weber & Zullo
Fire Prevention Bureau – Comm. Santorelli & Comm. Molnar
Hall Rental – Comms. Zullo & Molnar

Comm. Santorelli announced the following appointments:

Website Coordinator – Jessica Rizitis
Fire Official – Brian Small
Banks – Northfield, Santander
Accountant – Maria Bucsanszky, EA
Attorney - Brian Bontempo, Law Offices of James P. Nolan & Associates
Auditor – Michael Bart, Bart & Bart Associates
Newspapers – Home News & Star Ledger
LOSAP Coordinator – Maria Bucsanszky
Clerk – Marianne DeSantis

MOTION was made by Comm. Zullo at 6:17 pm for a short recess for a few words from Mayor McCormac, seconded by Comm. Molnar. All in favor 5-0.

Mayor McCormac welcomed Comm. Molnar and Comm. Weber and commended them both on running a good race and election and stated that they deserve their positions as Commissioners.

Mayor McCormac thanked Operations Manager Joe Nisky for the fantastic job he does as the Liason to the Fire Company and First Aid Squads and who does an outstanding job representing the interests of all parties.

Mayor McCormac gave a special Congratulations to Comm. Molnar, who is the first female in Woodbridge to be elected as a Commissioner and to Comm. Weber who is also a lifelong Port Reading resident.

Reviewed minutes from the February 4th monthly meeting.

MOTION to accept the February 4th minutes made by Comm. Zullo, seconded by Comm. Galvach. All in favor 5-0.

BILLS TO BE PAID: \$73,284.52

Comm. Galvach inquired if the Elizabethtown Gas bill was for one month, which Board Accountant Bucsanszky confirmed was from 12/24/18-1/24/19.

Comm. Zullo stated that he would not be voting on Bill # 1158 for "Jessica Rizitis".

Comm. Zullo stated that he was initially going to ask the Board to hold Bill #1207 for "Independent Overhead Door" in the amount of \$745.00, but after further investigation Comm. Zullo agrees that it is a good price to repair and reinstall the unit. Comm. Galvach requested that the lock be investigated by another company.

Comm. Galvach stated that he would not be voting on Bill # 1207 for "Independent Overhead Door" in the amount of \$745.00.

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

TREASURER'S REPORT:

Balance	\$ 838,726.38
Deposits	\$ 95,034.29
Interest	\$ 484.95
Payroll	\$(67,217.54)
Payroll Tax/Adjustments	\$ (3,014.90)
Disbursements for the Month	<u>\$(72,284.52)</u>
Ending Balance	\$ 796,758.46

MOTION to accept Treasurers Report made by Comm. Zullo, seconded by Comm. Weber. All in favor 5-0.

CHIEF'S REPORT:

Chief congratulated the new Commissioners and wished them the best of luck.

Chief reported 35 calls in February and 71 calls for the year.

Chief stated that half of the calls for February were motor vehicles accidents on the turnpike or around town and occurred on the two snow events.

Chief reported that Probationary Firefighter Ray Kruesch started fire school last night and wished him the best of luck, indicating that he should be finished the end of July.

Chief requested an Engine for the St. Patrick's Day Parade on Sunday, March 10 at 12:00 pm., which was approved by Comm. Santorelli.

Chief thanked the Colonia Fire Department for the use props for the February Fire Fighter Drill, where Captain DeLeo and Captain Fritsch were present and helpful with the drill.

Chief reported that they have three applicants and will be scheduling interviews after the March meeting.

Chief stated that there will be a drill on March 24 with the Perth Amboy Fire Department at the PSEG Plant on Cliff Road.

Chief reported the next Fire Company Meeting will be March 13 at 7:00 pm.

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

Comm. Zullo congratulated the Chief for the fine job he is doing working with the career staff and the volunteers in recruiting new members for the fire company.

FIRE OFFICIAL/PREVENTION BUREAU REPORT

The Fire Official report was submitted and reviewed.

MOTION made by Comm. Zullo to accept the Captain's Report, seconded by Comm. Molnar. All in favor 5-0.

CAPTAIN'S REPORT:

Captain Fritsch congratulated Comm. Molnar and Comm. Weber.

Comm. Fritsch reported that the inspections of the building were performed last week and that the kitchen hood is scheduled to be cleaned this coming Thursday.

Comm. Fritsch reported that the fire alarm was inspected and that they are waiting for the check to clear for the generator and for certificates from the Fire Inspector.

Captain Fritsch reported that Engine 2-2 is scheduled to go out for preventive maintenance on 3/18 and requested that Engine 2-1 be scheduled for preventive maintenance next.

Captain Fritsch requested approval for overtime for one man for the St. Patrick's Day Parade, which was approved by Comm. Santorelli.

Captain Fritsch requested that the bill for the hydrolic ram be approved in the amount of \$349.25.

Captain DeLeo congratulated Comm. Molnar and Comm. Weber and stated that he looks forward to working with them both. Captain DeLeo reported that he and Captain Fritsch had a productive meeting with Comm. Molnar and had a lot of great ideas.

Captain DeLeo reported that the mechanic worked on Marine 8 and that the expenses were covered by Buckeye and that the boat is scheduled to be lettered by Jim's Signs tomorrow.

Captain DeLeo stated that he gave a proposal at the last meeting for boat rescue training with the same company that did the bail out training. The cost is \$4200 and they bring two boats with them. Captain DeLeo indicated that this does not include the cost of overtime and that perhaps we can consider monies we may receive from JIF or the turnpike to help cover the costs.

Captain DeLeo requested the purchase of ten (10) SCBA Bottles, at \$465 a bottle, not to exceed \$5,000.

Captain DeLeo reported that the brushes on the generator that was donated by Proctor and Gamble needed to be replaced and is on the bill list for \$375.00.

Captain DeLeo stated that the Safer Grant is open until March 22 and that the grant writer would give more details later in the meeting.

Captain DeLeo reported that there will be high angle rescue drill on a 300 plus high stack with Perth Amboy Fire Department at PSEG on March 24 at 8:00 pm and hose testing in early April.

Captain DeLeo stated that he hopes to have the Marine 8 training in April.

MOTION made by Comm. Zullo to purchase ten (10) SCBA bottles now and ten (10) SCBA bottles later in the year, seconded by Comm. Weber. All in favor 5-0.

Comm. Zullo stated for the record that the Captain and the volunteers make good efforts that often go without recognition. Captain Zullo stated that he was working at Proctor and Gamble on 2/19 when the generator went on one of the coldest nights and that Captain DeLeo, Firefighter Halloway and Firefighter Matyi came on their own time and Captain DeLeo brought his own generator.

OSHA Coordinator Terebetsky congratulated Comm. Molnar and Comm. Weber and wished them the best of luck. OSHA Coordinator Terebetsky gave a report on the gear inspection that was conducted in January and indicated that the next inspection will be in July, since JIF suggested two inspections per year. All of the inspections have been completed and there have been some recommendations. One recommendation is new gear for Firefighter Matyi, since his is approaching the ten year mark. The rest of the staff would be good for 5-7 years, except for possibly gloves and hats. The career staff

will be due soon since most of the gear was purchased prior to Superstorm Sandy and OSHA Coordinator Terebetsky will have a report on the career gear in April.

OSHA Coordinator Terebetsky gave a report on the "Right to Know" for 2019 and reported that he sent the appropriate reports for both the career and volunteer staff to the United States Department of Labor on January 30, which reports the hours, meetings and drills of both career and volunteer staff.

Comm. Santorelli thanked OSHA Coordinator Terebetsky for sifting through old paperwork to complete the report that he needed him to get out.

MOTION made by Comm. Weber to approve the bill for "Hydro Ram" for the forceable entry drill in the amount of \$349.28, seconded by Comm. Zullo. All in favor 5-0.

MOTION made by Comm. Zullo to accept the Captain's Report, seconded by Comm. Molnar. All in favor 5-0.

MOTION made by Comm. Zullo to enter Executive Session at 7:03 pm to discuss a matter with a potential grant writer, seconded by Comm. Molnar at 7:35 pm. All in favor 5-0.

Motion Out of Executive Session at 7:35 pm.

EXECUTIVE SESSION:

Matters discussed during Executive Session, included meeting with a potential grant writer for the "Safer Grant" for the purpose of increasing our career staff and meeting certain standards that are necessary for the safety of our residents and career and volunteer staff.

MOTION made by Comm. Zullo to hire the grant writer and proceed with the \$500 application fee for the "Safer Grant", seconded by Comm. Weber. All in favor 5-0.

TAXPAYERS COMMENTS:

Jessica Rizitis, President of the Port Reading Ladies Auxiliary welcomed and congratulated Comm. Molnar and Comm. Weber and stated that if they needed anything for the upcoming drill to let her know.

UNFINISHED BUSINESS:

Comm. Galvach reported that the truck committee will meet on 3/12 and 3/13 at 7pm to tie up loose ends with the vendors and will send email to confirm to the committee.

Comm. Zullo stated for the record that Welstead Landscaping came in at the lowest bid and was awarded the account and that they will start with the spring cleanup.

Comm. Santorelli stated that he missed the appointment of First Aid Liaison, which will be Comm. Weber and Comm. Santorelli and the New Truck Committee will be Comm. Galvach and Comm. Molnar.

NEW BUSINESS:

Comm. Weber reported that he will be attending a meeting at town hall next week regarding the new radio system, which could possibly cost more than \$8000 and will give a report at the next meeting.

Comm. Galvach formally welcomed Comm. Molnar and Comm. Weber and stated that they both have a lot to offer moving forward and he is anxious to work with them for continued success.

Comm. Molnar reported that she met with Captain DeLeo and Captain Fritsch and one of the things they talked about was payment from the turnpike authority. Comm. Molnar will look into the agreement and see if there can be an increase or fair reimbursement from the turnpike since we receive a lot of motor vehicle calls.

Comm. Molnar requested receiving the monthly meeting materials via email or if they can be picked up earlier so there is more time to review in preparation for the meetings.

Comm. Zullo reported that he had the new name plates ordered and picked up for Comm. Molnar and Comm. Weber.

Comm. Zullo reported that the Colonia Fire Department is donating a dishwasher that the career staff will install.

Comm. Zullo thanked the Chief and staff for getting the old refrigerator outside.

Comm. Zullo stated that he will be talking with the Captains regarding training more staff on the use of the sign.

Comm. Zullo stated that Captain DeLeo and Firefighter 246 assisted in freeing up space on the computer, which is 5-6 years old. Comm. Zullo requested that the Captains get an estimate for a new computer for the watch room and look into having the sign program installed on that computer as well.

Comm. Zullo requested that Comm. Molnar and Comm. Weber names be left on the sign for pictures and then start advertising for hall rental tomorrow to start generating revenue.

MOTION to adjourn meeting at 7:48 pm made by Comm. Zullo, seconded by Comm. Molnar. All in favor 5-0.

Respectfully submitted,

Marianne DeSantis
Board Clerk

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

BILL LIST

February 5 through March 5, 2019

03/02/19

Date	Num	Name	Memo	Amount
Northfield - Voucher				
02/16/2019	1143	Christine Galvach	Poll Worker - Fire Election February 16, 2019	-125.00
02/16/2019	1144	D'APRILE CATERING	Refreshments - Fire Election - February 16, 2019	-400.00
02/16/2019	1146	MARIE WARD	Poll Worker - Fire Election February 16, 2019	-125.00
02/16/2019	1147	Mary Ward	Poll Worker - Fire Election February 16, 2019	-125.00
02/16/2019	1148	Stephanie Prencipe	Poll Worker - Fire Election February 16, 2019	-125.00
02/16/2019	1150	Zoila Anemone	Poll Worker - Fire Election - February 16, 2019	-125.00
02/16/2019	1151	Electec, Inc	Authority to Vote Cards/Absentee Ballots/Voting Machines/...	-2,016.50
02/16/2019	1152	Gary Sutphen	Poll Worker - Fire Election February 16, 2019	-125.00
02/16/2019	1153	Debbie Gellis	Poll Worker - Fire Election - February 16, 2019	-125.00
03/01/2019	1197	COOPER POWER SYSTEMS	Cont# 25575 Generator - PM Agreement 02/01/18 - 01/31/...	-765.12
03/04/2019	1154	AT&T	Account # 011-293-3370-001 732-636-0894	-60.50
03/04/2019	1155	Elizabethtown Gas	Account # 2202559020 - Firehouse 12/27/18 - 01/24/19	-600.57
03/04/2019	1156	Fords Fire District #7	Dispatch Service - February 2019	-5,633.34
03/04/2019	1157	Home News Tribune	Account #ASB-099468 Notice - Fire Election February 16, ...	-85.16
03/04/2019	1158	Jessica Rizitis	Website Maintenance - March 2019	-196.00
03/04/2019	1159	LIFE INSURANCE COMPA...	LIFE INSURANCE - 03/17/19-04/16/19 GL 009906	-861.30
03/04/2019	1160	Maria Bucsanszky, E.A	Monthly Fee - March 2019	-2,550.00
03/04/2019	1161	MIDDLESEX WATER COM...	Acct # 3046515564-Hydrant Service for February 2019	-13,061.39
03/04/2019	1162	Minerva Cleaners	Sew on Letters	-52.50
03/04/2019	1163	NAPA Auto Parts of Colonia	Supplies	-50.89
03/04/2019	1164	NEW JERSEY FIRE EQUIP...	1-SCOTT Facemask	-299.70
03/04/2019	1165	PAUL DELEO	Reimbursement - Four New Grill Grates for Firehouse Kitch...	-110.55
03/04/2019	1166	POSTMASTER	2 Rolls of Stamps	-110.00
03/04/2019	1167	Racestar	Fuel-January 2019	-1,231.23
03/04/2019	1168	RUDY'S & VITOR'S V.A.S.C...	Repair AC Generator	-375.00
03/04/2019	1169	Safety & Survival Training LLC	Personal Escape System -Lecture & Practical Session 01/1...	-1,150.00
03/04/2019	1170	Silent Companion Corp	Account #F-2012 - Annual Fire Alarm Inspection	-150.00
03/04/2019	1171	Staples Business Advantage	Acct# NYC 1054611 Supplies	-42.77
03/04/2019	1172	THE HARTFORD GROUP B...	Life Ins Customer#011215320001-2/Pol#734229 March 2019	-291.00
03/04/2019	1173	The Language Center	Ballots for Fire Election February 16, 2019	-500.00
03/04/2019	1174	TURNOUT FIRE & SAFETY...	Uniform Embroid/Fritsch	-219.97
03/04/2019	1175	VFIS	Cust#C18589 Accident & Sickness Policy #VFP 4231-0669...	-1,627.00
03/04/2019	1176	Woodbridge Fire District #1	Reimbursement - Health Benefits March 2019	-2,059.60
03/04/2019	1177	NAPA Auto Parts of Colonia	Supplies	-29.34
03/04/2019	1178	NEW JERSEY FIRE EQUIP...	Repair/Recharge SCOTT Cylinder	-36.16
03/04/2019	1179	TURNOUT FIRE & SAFETY...	Uniform Embroid/Stamato	-207.97
03/04/2019	1180	NEW JERSEY FIRE EQUIP...	Repair SCOTT Air Pak	-303.10
03/04/2019	TEPS	New Jersey State Health Be...	Health Benefits -03/01/19 - 03/31/19 ID#146900	-17,758.48
03/04/2019	1181	TURNOUT FIRE & SAFETY...	Uniform Embroid/Pereira	-328.35
03/04/2019	TEPS	New Jersey State Health Be...	Retiree Health Benefits -03/01/19 - 03/31/19 ID#146900	-2,203.71
03/04/2019	1182	PAUL DELEO	Gas - Fire Official Vehicle for Active Shooter Training for C...	-27.59
03/04/2019	1198	Comcast of New Jersey	Account #8499 05 340 0759643-Phone/Internet/TV	-480.80
03/04/2019	1199	Cooper Electric Supply Co	Acct#268966 - LKG Plug	-123.29
03/04/2019	1200	EHRlich	Commercial Pest General Maintenance Service - Cust# 23...	-66.00
03/04/2019	1201	Home Depot Credit Services	Account #6035 3225 4098 2968 Supplies	-431.03
03/04/2019	1202	New Jersey State Associatio...	2019 Dues	-300.00
03/04/2019	1203	PSE&G	ELECTRIC BILL-Summary Account #1301219207	-1,120.03
03/04/2019	1204	TURNOUT FIRE & SAFETY...	Uniform Embroid/Douglas	-248.22
03/04/2019	1205	Cooper Electric Supply Co	Acct#268966 - Generator Wire	-104.52
03/04/2019	1206	Chapel Hill Associates	Gmail Hosting/Support -March 2019	-195.84
03/04/2019	1207	INDEPENDENT OVERHEA...	Service Call: Replaced Paddle Bar on Lock	-745.00
03/05/2019	1183	Anthony Terebetsky	February, 2019 Fire Security Watch	-1,000.00
03/05/2019	1184	Daniel Korenski	February, 2019-Fire Security	-800.00
03/05/2019	1185	David Matyi	February, 2019 Fire Security Watch	-200.00
03/05/2019	1186	Dennis Seguine	February, 2019 Fire Security Watch	-800.00
03/05/2019	1187	Emily Kilgore	February, 2019-Fire Security	-1,125.00
03/05/2019	1188	Evan Douglas	February, 2019 Fire Security Watch	-800.00
03/05/2019	1189	JOSEPH ZULLO	February, 2019 Fire Safety Watch	-1,675.00
03/05/2019	1190	KENNETH GALVACH	February 2019-Fire Security	-200.00
03/05/2019	1191	Michael DiLeo	February, 2019 Fire Security Watch	-2,600.00
03/05/2019	1192	Nick Letkowski	February, 2019 Fire Security Watch	-600.00
03/05/2019	1193	PAUL DELEO	February, 2019 Fire Security Watch	-600.00
03/05/2019	1194	Robert Thornton	February, 2019 Fire Security Watch	-200.00

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

BILL LIST

February 5 through March 5, 2019

03/02/19

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
03/05/2019	1195	Vincent Pereira	February, 2019 Fire Security Watch	-1,600.00
03/05/2019	1196	YIMY CRUZ	February, 2019 Fire Security Watch	-1,000.00
Total Northfield - Voucher				-73,284.52
TOTAL				<u>-73,284.52</u>

11:03 AM

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

03/05/19

ADD-ON BILLS

Accrual Basis

March 6, 2019

Date	Num	Name	Memo	Amount
Northfield - Voucher				
03/06/2019	1208	D'ORSI'S BAKERY	Refreshments - Mayor's Breakfast February 2019	-48.00
03/06/2019	1209	Stone Mountain Printing	New Commissioners Plaques	-53.30
Total Northfield - Voucher				-101.30
TOTAL				-101.30

Port Reading Fire Department



Captains Report - January 31st, 2019 – February 28th, 2019

Engine 2-1

2-11-2019 Washed

Front Strobe lights not working.

2-21-2019 ODP secured an air-line that was hanging underneath Engine.

Engine 2-2

2-7-2019 Coolant added.

1-20-2019 ODP made repair to Officer's side mirror that was having issues.

2-20-2019 Email sent to Commissioner Galvach regarding braking issue with Engine.

2-26-2019 0635 Email received from Commissioner Galvach authorizing the Engine's PM & other issues that need to be checked.

0751 Call placed to Absolute to set up annual PM & some issues needing attention, left voice message. Waiting on return call.

1106 Reached out again to Absolute and spoke with Sal who stated March 18th is his earliest he can do the PM. Requested that if any earlier date becomes available, to please notify FD. Commissioner Galvach updated.

Engine 2-3

2-12-2019 Washing suspended due to inclement weather.

2-24-2019 Diesel exhaust hose failed. ODP replaced with unneeded one from First aid squad side and spare components from shed.

Support Pick-up 2-3-4

2-20-2019 Email sent to Commissioner Galvach regarding the snowplows blade.

Fire District vehicle 2-3-1

Fire Company vehicle 2-3-5

Fire Prevention vehicle 2-3-6

Fire Prevention vehicle 2-3-7

Ambassador 1000 by 6000 GPM Hydro Chem/Foam Trailer

LDH Box Trailers

Marine 8

2-11-2019 C6 received phone call from Buckeye representative that a service technician may be coming out some time this week.

2-16-2019 1030 Boat Mechanic (courtesy of Buckeye), here to check starting issue.

2-23-2019 1045 Boat Mechanic here working on engine. Mechanic brought to shop to finish repairs.

Buildings and Grounds

2-1-2019 C-8 received an information request in the mail for a former volunteer Firefighter. Chief emailed and request placed in Fire Company mail box in hallway.

2-2-2019 Order placed with Home Depot for supplies; soap for dispensers, hand towels & batteries.

1150 Visit from Commissioner Zullo, spoke with ODP.

2-4-2019 0930 Visit from the Township Fire Subcode Official. Fire Official B. Small & Fire Inspector H. Triantafillidis were called. Fire Inspector H. Triantafillidis responded to meet with him.

1020 C-8 Received a phone call from Sam Goddess, Lieutenant with the Carteret Fire Department. The Lieutenant praised and said he was grateful for the ODP's professionalism yesterday with responding to a fire at 700 Federal Blvd (2-3-19).

1900 Health & Safety meeting in Hall.

1930 Commissioner's meeting.

2-5-2019 Delivery from Home Depot.

ODP washed Engine 2-3.

1230 PSE&G here for meter reading.

2-6-2019 1200 Uniform delivery for Career Division.

Delivery from Home Depot.

2-7-2019 ODP washed Engine 2-2.

1215 UPS delivery, gear for VFF.

2-8-2019 ODP filled 2 4500 SCBA bottles for District 1.

2-10-2019 Received a phone call from Commissioner Nardiello asking for a list of our radios. Explained an email was sent to him that a copy is on his desk for him.

2-11-2019 Ordered oil change materials for generator from NAPA. Received.

ODP serviced generator and changed oil. Not working properly. Taken out of service. Temporary generator supplied by WOEM. Adapter for temporary generator picked up from Cooper by VFF#125.

ODP Checked snow blower and attached plow to 2-3-4 for pending weather event.

ODP Washed engine 2-1

1900 First Aid Squad Meeting in hall.

C6 was notified through email that the SAFER grant was opening February 15, 2019 and closing March 22, 2019. C6 contacted Commissioner Santorelli to see if the Board would be receptive to interviewing the SAFER grant writer from District #12 at the March Commissioner meeting. Approved.

C6 advised by ODP that there is low stock of calcium chloride. Ordered from Home Depot to be shipped on 2-12-19.

2-12-2019 0820 C8 sent email about failing watch room desktop computer to Commissioners of buildings and grounds.

0850 Sign changed for PRFAS flower sale as per Commissioner Zullo.

Washing of engine 2-3 suspended due to inclement weather.

0930 Snow standby with VFC.

0945 All personnel assisting in snow removal and cleanup. Plowing, shoveling and calcium spreading.

1130 10 bags of Calcium delivered from Home Depot. ODP placed in large shed temporarily.

246 found hidden temp files on watch room desktop pc and is attempting to clear up. Commissioner Zullo notified. Cleared up over 19,000 files that were causing errors with desktop operating.

1900 Snow Standby complete.

2-13-2019 SAFE-T picked up gear that had spelling error to correct.

2-14-2019 0910 Voters machines (2) dropped off by Electec Services Inc. C-8 notified Board Accountant.

ODP washed Engine 2-2.

1410 Visit from Commissioner Zullo. When he tried to exit, door to Port Reading Ave side would not open, problem with the lock mechanism. Commissioner Zullo said he would handle and placed a call to Edison Overhead Doors for repair.

2-15-2019 0845 Edison Door here to check Port Reading Avenue door lock. Tech told ODP that he needs to order a part and will be back.

2-16-2019 Order placed online with Home Depot for trash liners.

1230 Poll worker arrived, was unsure of time. Welcomed her to stay if she wished to. She stayed.

1300 Commissioner Santorelli and the Board's Account here preparing for the Election.

1400 Election starting.

2100 Election complete.

2115 As per Commissioner Zullo, place deceased Ladies Auxiliary past President's name on the sign. Flag to be lowered tomorrow morning.

2-18-2019 ODP washed Engine 2-1.

2-19-2019 UPS delivery.

2-20-2019 Request for sign to be changed by Commissioner Zullo. ODP compiled.

0845 Commissioner Zullo returned outgoing Commissioner Huber's Fire pager.

1015 Commissioner Zullo returned outgoing Commissioner Huber's Keys for the Station (3).

1245 UPS delivery for Squad. Squad ODP handled.

2-21-2019 0845 Ehrlich Pest Control here for service

ODP washed Engine 2-2.

1045 Edison Overhead Door here looking at the lock to the door of Port Reading Avenue.

1900 Middlesex County Fire Police meeting in Hall. Was not marked on Hall use calendar.

2-22-2019 0830 Visit from Fire Commissioner Zullo & VFC Treasurer. Commissioner Zullo asked about the Port Reading Ave. door getting repaired. An issue with the part & 2 different techs causing a delay. Commissioner Zullo called the company and they said they will repair today.

1030 USPS delivery, one small box for VFC Chief. Called and he is aware.

1115 Edison Overhead Door here for service on Port Reading Ave. door.

1210 Door repair complete.

1700 Party goes using the Hall tomorrow, here setting up.

1720 Resident came into FD with a laceration on top of his right hand. Handle by FD, dressing applied to wound with recommendation he see a physician.

2-23-2019 1400 Hall being used for party. Commissioner Galvach here and filled out pre-hall use safety checklist.

2-24-2019 1330 ODP removed advertising sign from property. West and CR604.

2-25-2019 1050 Fed Ex delivery, kitchen grill parts.

1515 Filled 1 SCBA bottle for District 1.

1540 ODP requested by Commissioner Zullo to set up tables and chairs for the Democratic meeting later in the evening. ODP complied as requested.

1555 Commissioner Nardiello called asking the ODP when the next new apparatus committee is scheduled to meet. ODP did not know. Commissioner Nardiello said he is calling Commissioners Galvach, Santorelli or Zullo to try and find when.

2-26-2019 ODP dropped off Medical Evaluation Questionnaires' at JFK.

ODP to Home Depot & NAPA for supplies.

ODP dropped off mail at Accountant's Office on way back from JFK.

0938 C-8 asked by Commissioner Galvach to remove the phone from the Commissioners Office and if anybody had any questions, have them contact him.

1030 Avenel Fire Official here doing inspection. Calls placed to have the Fire Alarm, Hood System inspected, Hood cleaned and Generator report.

1100 Commissioner Zullo and Ladies' Auxiliary VP here checking on supplies for Sunday's Breakfast with the Mayor.

1108 Commissioner Zullo inquiring where and why the Commissioner's Office phone was removed. Referred him to Commissioner Galvach as earlier advised by him.

1118 Call back from HPP, appointment set for hood to be cleaned on Thursday March 7th 0800. Asked that the cleaning crew clean up after themselves unlike last years' service were, they did not.

1254 Added Church Fundraiser info to sign as requested by Commissioner Zullo.

1645 C-8 called station 7 to notify animal control that a cat was struck on Port Reading Ave. by E St. Cat was deceased.

1855 Commissioner Nardiello here speaking with ODP.

2-27-2019 0805 Reached out again to Cooper for the generator, still no response.

0808 Called Silent Companion again, this time was able to set up inspection for Friday, March 1st 0930.

0840 Called FireTex again for kitchen suppression Inspection, still waiting for a response.

0845 Received call back from FireTex, kitchen hood inspection set for this Friday, March 1st 0800.

0950 Call placed to Commissioner Zullo, Bay door #5 will not open or close unless done manually. Awaiting his call.

0955 Received from Avenel Fire Official a Notice of Violations and Order to Correct from yesterday's inspection.

While waiting on call from Commissioner Zullo, ODP again worked on Bay door #5 and was able to repair. Called Commissioner Zullo to let him know to disregard previous call.

1045 ODP at Buckeye to review temporary pump for north dock while repairs are being made to present pump.

1115 ODP checking accessibility for responding through 10s on the NJTP. Very difficult and hazardous driving conditions. Need to use extreme caution maneuvering in the area. Numerous emails and phone call made to NJTP Authority with no response over the past several months.

1556 Commissioner Zullo and VFC Treasurer here talking with ODP.

1701 Sheila from Cooper Electric called regarding the generator. She stated that the contract was never signed-returned for this year, 2019 which she said was emailed earlier this year. Sheila said she will email Commissioner Zullo again with the contract and call him tomorrow morning (2/28).

1857 Received call from Commissioner Nardiello requesting that another Fire District's support unit here having bottles filled, reframe from parking in front of the bay door areas. Vehicle was immediately moved.

1858 Filled 3-4500 SCBA bottles for District 1.

2-28-2019 Radio straps ordered for C-6 & CFF 2412.

Fuel

2-1-2019 Gas cans filled for generator \$22.70

2-2-2019 Gas cans filled for generator \$30.00

2-3-2019 Gas cans filled for generator \$34.20

2-3-2019 Gas cans for filled generator \$47.18

2-4-2019 Engine 2-2 21.1 gallons.

2-5-2019 Gas cans filled for generator \$23.00

2-7-2019 Gas cans filled for generator \$24.60

2-8-2019 Gas cans filled for generator \$21.52

Support Unit 2-3-4 15.988 gallons.

Gas for generator \$10.49

2-9-2019 Gas for generator \$23.00
2-10-2019 Gas for generator \$36.43
2-11-2019 Gas for generator \$12.20
2-11-2019 Gas for generator \$29.34
2-12-2019 Support Unit 2-3-4 added 12.000 gallons.
2-13-2019 Engine 2-1 28.3 gallons.

Diesel for generator \$100.00

2-16-2019 Diesel for generator \$91.00
2-19-2019 Diesel for generator \$101.00
2-21-2019 Diesel for generator \$105.00
2-23-2019 Diesel for generator \$94.50
2-26-2019 Diesel for generator \$85.00

2-3-7 \$17.00 – Training.

2-28-2019 Engine 2-1 27.2 gallons.

Training

2-1-2019 CFF 245 attended a Safety Coordinator Skills Training Course.

2-8-2019 C-6, C-8, 249, VFC Chief, VFF's 122, 125 walk through and discussion with the Project Manager at the Red Oak Senior building being constructed at Old Rd & Port Reading Ave.

2-11-2019 Fire Sub-code official came to Station unannounced to inquire about possible FDC connection location options for Red Oak Senior building with VFC Chief and C6 and was looking to schedule a meeting with the Sprinkler Contractor. Received email shortly thereafter with date options. Noticed that C8 was not included in the email and forwarded to him for proper notification.

2-21-2019 C-8 gave VFF #41 Bloodborne Pathogens, SCBA, Hazmat/CBRNE and Right to Know refresher training. Sent to District 1 for fit test. Gear inspection by our OSHA/Right to Know coordinator followed.

2-26-2019 0930 VFC Chief and VFF #125 picked up District 12's maze prop for February's Drill.

C-6 attended an Active Shooter class.

Received VFF #41 Fit test report from District 1.

2-27-2019 ODP with VFC members walk through and discussion with the Project Manager at the Red Oak Senior building being constructed at Old Rd & Port Reading Ave.

2-28-2019 CFF 249 Attended an Active Shooter class.

Prop for this evenings drill repaired and set up.

Equipment

2-8-2019 Hydra Ram sent out for service, UPS \$13.68 (Petty cash used).

Exercised Northstar pumps.

2-11-2019 Generac generator malfunctioning. Brought back to station for evaluation. Contacted Rudy's Armature for diagnostic check. Will need to drop off.

1030 VFF's 125 & 127 dropped off Generac Generator at Rudy's armature for evaluation.

2-22-2019 Ran Northstar pumps.

2-24-2019 C6 brought two 250 gpm foam eductors from 100 E. Essex ave placed in shed.

Officially,

Captains

Paul DeLeo & Rich Fritsch

WOODBRIIDGE TOWNSHIP BOARD OF FIRE COMMISSIONERS
DISTRICT 2
PORT READING, NJ

RESOLUTION
Election Certification

WHEREAS, the Board of Fire Commissioners, Woodbridge Township District 2, Port Reading held the annual election in accordance with NJSA 40A:17-72 on February 16, 2019, and

WHEREAS, this election was held in the time and manner as prescribed by statute and there were no protests or challenges,

THEREFORE BE IT RESOLVED that the results of the election were as follows:

For Fire Commissioner (3 Year Term):

Lewis C Huber	189 votes
Joann Molnar	251 votes
Louis V Nardiello	150 votes
Stephen Weber	222 votes

Question #1

"Shall the Fire District No. 2 2019 Fiscal Year Budget be adopted with total revenues of \$2,217,707 which includes \$2,093,101 to be raised by taxation and total appropriations of \$2,217,707?"

Yes	179 votes
No	120 votes

Question #2

"Shall the Commissioners of Fire District No. 2 in Woodbridge Township, County of Middlesex, be authorized to acquire a new pumper rescue truck for a sum of not more than \$800,000? This acquisition would be funded by either a lease purchase or by other authorized methods, with a \$300,000 down payment by existing new apparatus reserve funds and the balance to be appropriated in future budgets? Total cost will be offset by the sale or trade-in of current fire pumper?"

Yes	192 votes
No	91 votes

Question #3

"Shall the Commissioners of Fire District No. 2 in Woodbridge Township, County of Middlesex, be authorized to acquire related fire equipment for new pumper rescue truck for a sum not

exceed \$35,000? This acquisition would be purchased by using funds from taxation.”

Yes	192 votes
No	84 votes

Moved...
Seconded...
Roll Call Vote:

<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
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Kenneth Galvach
Robert Santorelli
Joseph Zullo

March 5, 2019

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

March 5, 2019

Treasurer's Report

BEGINNING BALANCE	\$	838,726.38
Deposits		95,034.29
Interest		484.95
Payroll		(67,217.54)
Payroll Tax/Adjustments/Transfers		3,014.90
Disbursements for the Month	(<u>73,284.52)</u>
ENDING BALANCE	\$	796,758.46

Port Reading Board of Fire Commissioners
Fire Prevention Bureau Report
Months of : February-March 2019

1. Site plans for Month: 0

2. Inspections Completed: Carmen's Pizza, The Learning Junction ,Busanka Restauant, Alexis Salon, DSL Warehouse, T.J. Maxx Company, Danny's Automotive.

3. Fire Permits Issued:

4. Fire Investigations:

5. Complaint Reports:

6. Site Plans:

7. Comments:

Respectfully,



Brian F. Small

Fire Official