

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

The Board Clerk read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of May 2, 2016 was called to order by Commissioner Galvach at 7:30 pm. Four Commissioners were present: Comm. Galvach, Comm. Huber, 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. Nardiello was absent due to a medical appointment.

MOTION made by Comm. Santorelli to suspend the meeting to present Board Accountant John Ur with a clock, seconded by Comm. Zullo. All in favor 4-0.

Comm. Galvach thanked Board Accountant John Ur on behalf of the Board and Comm. Zullo read the inscription on the clock, thanking John Ur for his many years of outstanding accounting service.

Reviewed minutes from the April 4, 2016 Meeting.

MOTION to accept the April 4 meeting minutes made by Comm. Santorelli, seconded by Comm. Zullo. All in favor 4-0.

**TREASURER'S REPORT:**

Balance	\$ 661,697.08
Deposits	\$ 9,880.13
Interest	\$ 192.84
Payroll	\$( 65,661.25)
Payroll Tax/Adjustments/Transfers	\$ 8,914.85
Disbursements for the Month	<u>\$( 69,117.94)</u>
Ending Balance	\$ 545,905.71

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

**BILLS TO BE PAID:** \$69,117.94

Comm. Zullo will not be voting on Bill #28655 for "Jessica Rizitis".

MOTION to pay April bills made by Comm. Huber seconded by Comm. Santorelli. All in favor 4-0.

**ADD ON BILLS:**

MOTION to pay add on bills, to "Brian Small", in the amount of \$45.00 for Fire Official's recertification reimbursement, "Valic" in the amount of \$1,500.00 for 2015 LOSAP contribution and "Postmaster-Port Reading" for two roll of stamps in the amount of \$94.00, for a total of \$1,639.00 was made by Comm. Zullo, seconded by Comm. Huber. All in favor 4-0.

**CAPTAINS REPORT:**

Captain DeLeo stated that Earl Runkle from Avenel was not doing well and asked that we keep him in our prayers.

Captain DeLeo reported that they met with JIF on April 14 regarding some fire safety issues.

Captain DeLeo thanked Comm. Santorelli for helping get the concrete debris removed from the parking lot.

Captain DeLeo thanked Comm. Galvach for his assistance on the repairs to Engine 2-1.

Captain DeLeo reported that he met with the contractor and the electrical contractor and there were some discrepancies and will be meeting again at 1:00pm tomorrow.

Captain DeLeo thanked the volunteers that came out for the Forestry class.

Captain DeLeo reported that the monthly drill "Ropes and Knots" took place in the bay since it rained and could not do more outside.

Captain DeLeo reported that there will be a Railroad Emergency Class sponsored by Kean on June 7.

Captain DeLeo reported that two firefighters are currently attending class in Beaumont, TX, which is going very well.

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

**CHIEF'S REPORT:**

Chief reported 19 calls and 1 drill for the month of April. There were three mutual aid calls, one of which they could not attend due to manpower at 10:00am. The other two were in the early part of the day, one in Carteret and the other needed foam.

Chief reported that they will attend the Woodbridge Fire Officer Meeting on May 17.

Chief stated that he will see how the weather is for the Saints Carnival to determine if the fire company will attend.

Chief reported that Firefighter Cruz is officially Firefighter 1 certified and doing well.

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

#### **TAXPAYER COMMENTS:**

There were no taxpayer comments.

#### **FIRE OFFICIALS REPORT:**

The Fire Officials report was unavailable and tabled until the June meeting.

#### **UNFINISHED BUSINESS:**

Comm. Santorelli asked Comm. Zullo if the Memorial Day Monument was completed yet since he received a call from the Ladies Auxiliary regarding a name. Comm. Zullo handled the issue.

Comm. Huber reported that there will be a meeting tomorrow regarding the building renovations.

Comm. Huber inquired about the removal of the antenna. Captain DeLeo will follow up and coordinate so that it does not interfere with the improvements.

Comm. Huber stated that Captain DeLeo made a sketch for the new sign and there were discussions regarding what it should say. Operations Manager Nisky suggested that it should say "Port Reading District #2" since that is what we are. The sign will cost approximately \$10,000.00.

Comm. Galvach reported that the work has been completed on Engine 2-1. Captain DeLeo stated the normal preventive maintenance for the year can be put off until later on, due to the drastic improvement.

#### **NEW BUSINESS:**

Comm. Zullo stated that he will get a price for ten new chairs for the hall or may have the old ones reholstered.

Comm. Santorelli inquired about the Memorial Day Plans. Comm. Galvach will ask Father Smith about having the ceremony after the 8:00 am Mass. Comm. Zullo stated that the Ladies Auxiliary will help out at the event, which will be open to the public. The



Chief stated that the event was not discussed at the meeting and the Exempts usually run it, but they will help out if they can. Captain DeLeo offered to play the bagpipes.

Comm. Galvach inquired about the Lost Control Report from Mr. Landolfi, which Operations Manger Nisky will look over.

MOTION to adjourn meeting at 8:12 pm made by Comm. Santorelli, seconded by Comm. Zullo. All in favor 4-0.

Respectfully submitted,

Marianne DeSantis  
Board Clerk

**BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2**  
**ADD-ON BILLS**  
 May 3, 2016

Date	Num	Name	Memo	Amount
<b>Columbia - Voucher</b>				
05/03/2016	28669	BRIAN SMALL	Reimbursement - Recertification Fee - Fire Official's Lice...	-45.00
05/03/2016	28670	Valic	2015 LOSAP Contribution - Fire Company	-1,500.00
05/03/2016	28671	POSTMASTER - PORT RE...	2 Rolls of Stamps	-94.00
Total Columbia - Voucher				<u>-1,639.00</u>
<b>TOTAL</b>				<u><b>-1,639.00</b></u>

# BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

## BILL LIST

April 5 through May 2, 2016

4/28/16

Date	Num	Name	Memo	Amount
<b>Columbia - Voucher</b>				
04/05/2016	28638	PORT READING FIRE CO #1	Balance of 2015 Annual Stipend Funds Due	-3,504.57
04/05/2016	28639	D'APRILE CATERING	Refreshments - Mayor's Breakfast Meeting - 60 People	-275.00
04/05/2016	28640	JOSEPH A. ZULLO	Reimbursement - Table Clothes	-11.77
04/22/2016	28641	WEST HUDSON INDUSTRIES	Rosewood Stained Book & Plaque	-160.00
04/28/2016	28642	WILLIAMS FIRE & HAZARD CON...	Training - See attached	-4,300.00
04/28/2016	28643	Jan, Rasimowicz	Reimbursement - Lodging for Williams Extreme Training	-534.69
05/02/2016	TEPS	New Jersey State Health Benefits ...	Health Benefits & Prescription Coverage -May 2016 ID#146900	-22,757.82
05/02/2016	TEPS	New Jersey State Health Benefits ...	Health Benefits & Prescription Coverage -May 2016 ID#146900	-1,283.63
05/02/2016	28644	ABSOLUTE FIRE PROTECTION C...	Service on 2001 E-One Pumper #2-1	-807.50
05/02/2016	28645	AT&T	Account # 011-293-3370-001 732-636-0894	-56.94
05/02/2016	28646	CARPET MAVEN LLC	Carpeting In Bunk Room	-770.62
05/02/2016	28647	Comcast of New Jersey	Account #8499 05 340 0759843-Phone/Internet/TV	-410.44
06/02/2016	28648	Cooper Electric Supply Co	Performed Tune Up	-380.00
05/02/2016	28649	EHRlich	Commercial Pest General Maintenance Service - Cust# 238898...	-61.00
05/02/2016	28650	Elizabethtown Gas	Account # 2202559020 - Firehouse 02/23/16-03/23/16	-389.05
05/02/2016	28651	F & S Tire Corp Inc	2 - Tires	-1,148.68
05/02/2016	28652	Fords Fire District #7	Dispatch Service - May 2016	-6,620.25
05/02/2016	28653	Home Depot Credit Services	Account #6035 3225 4099 2968 Supplies for Bunk Room	-1,094.87
05/02/2016	28654	INDUSTRIAL RUBBER CO	Customer #P6309 - 5" Custom Hose	-602.72
05/02/2016	28655	Jessica Rizits	Website Maintenance - May 2016	-175.00
05/02/2016	28656	LIFE INSURANCE COMPANY OF ...	LIFE INSURANCE - 05/15/2016-06/14/2016 GL 009906	-893.20
05/02/2016	28657	Maria Bucsanszky, E.A	Monthly Fee - May 2016	-2,333.33
05/02/2016	28658	MIDDLESEX WATER COMPANY	Hydrant Service for April 2016	-12,170.26
05/02/2016	28659	PERTH AMBOY SPRING WORKS	Removed & Installed Spring on Right Front 2001 Eng-2-1	-2,819.12
05/02/2016	28660	PSE&G	ELECTRIC BILL	-928.83
05/02/2016	28661	Racostar	Fuel - March 2016	-65.25
05/02/2016	28662	Staples Business Advantage	Acct# NYC 1054611 Supplies	-349.99
05/02/2016	28663	TOWNSHIP OF WOODBRIDGE	Fuel for 1st Aid Squad January 1, 2016 - March 31, 2016	-605.67
05/02/2016	28664	Woodbridge Fire District #1	Reimbursement -May 2016 Health Benefits Vision & Dental	-1,836.72
05/02/2016	28665	ABSOLUTE FIRE PROTECTION C...	Service on 2001 E-One Pumper #2-1 - New Transducer PSI	-1,227.64
05/02/2016	28666	Staples Business Advantage	Acct# NYC 1054611 Supplies	-35.69
05/02/2016	28667	ABSOLUTE FIRE PROTECTION C...	Service on 2009 E-One Pumper #2-2 - Compressor	-797.70
05/02/2016	28668	Staples Business Advantage	Acct# NYC 1054611 HP Probook Laptop	-1,099.99
Total Columbia - Voucher				-69,117.94
<b>TOTAL</b>				<b>-69,117.94</b>

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

May 2, 2016

Treasurer's Report

BEGINNING BALANCE	\$ 661,697.08
Deposits	9,880.13
Interest	192.84
Payroll	( 65,661.25)
Payroll Tax/Adjustments/Transfers	8,914.85
Disbursements for the Month	<u>( 69,117.94)</u>
ENDING BALANCE	\$ 545,905.71



# Port Reading Fire Department

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## *Captain's Report- April 1<sup>st</sup> - April 28<sup>th</sup> 2016*

### Engine 2-1

- 4-4-16 Removed pertinent equipment from engine in preparation of repairs to springs.
- 4-5-16 Absolute Fire Protection here looking at problem with Fire Commander.
- 4-6-16 Brought to Perth Amboy Spring, as per Commissioner Galvach, for front spring replacement.
- 4-7-16 1430 ODP picked up from PA spring. Work complete.
- 4-8-16 Absolute Fire Protection here working on Fire Commander problem.
- 4-11-16 0800 Brought engine to F&S tire for front tire replacement as per Comm Galvach.  
1000 ODP picked up and test drove. All seems much improved.
- 4-12-16 Moved all extrication equipment on and designated primary for MVX and Open air alarms
- 4-13-16 Exercised Ross dump valve.
- 4-15-16 ODP replaced one bulb on roof light bar.

### Engine 2-2

- 4-12-16 Reassigned to Mutual aid and 1<sup>st</sup> due for Structure Calls

### Engine 2-3

- 4-5-16 Absolute Fire Protection here to fix lighting problem
- 4-7-16 Engine not going into pump gear. Notified Absolute Fire Protection.
- 4-8-16 Absolute Fire Protection found and fixed wiring problem with pump shift.
- 4-13-16 Ran pump and exercised valves.

### Support Pick-up 2-3-4

In need of oil change



Chief's vehicle 2-3-1

Ambassador 1000 by 6000 GPM Hydro Chem/Foam Trailer

Buildings and Grounds

4-1-16 0830-1200 Test Prep Company Using Hall.

1900 Hall being set up for party.

4-2-16 0900 Captain met with FF Renaldi, Hazard Communication Designee, to advise him of his meeting with JIF representative on 4-14-16.

1200-1700 Fire Company member here using hall for party. Commissioner Zullo here and advised member to leave tables and chairs up for event with the Mayor on 4-3-16.

4-3-16 0830-1030 Test Prep Company Using Hall.

1000 ODP changed outside sign as per Comm. Zullo

1030 Hall being set up for event with Mayor.

4-4-16 1100 ODP picked up supplies from Baumgartner's

1240 Carpet Maven here doing estimate for Bunk Room. Notified Commissioner Zullo and forwarded estimate for work. Comm Zullo gave verbal authorization.

1930 Commissioner Meeting in Hall.

4-5-16 1300 PRFAS using hall for EMT evaluations

ODP Filled 5 SCBA cylinders for Fire District #1

4-6-16 1000-1200 ODP cut and maintained all lawns

1300 Building Generator running weekly self-check.

1730-2200 Test Prep Company Using Hall.

4-7-16 ODP continued work on bunk room, picked up supplies at Home Depot and removed furniture in anticipation of carpet install.

1900-2115 Test Prep Company Using Hall.

4-8-16 0750-1200 Test Prep Company Using Hall.

0940 Carpet Maven here installing carpet in bunk room.

4-10-16 Scheduling discrepancy with Test Prep Company. Scheduled but did not show.

4-11-16 1030 ODP picked up supplies from Home Depot.

Staples delivery and UPS delivery.

Ehrlich Pest Control doing site inspection.

ODP worked on kitchenette area of bunk room.

1930 Fire Company Meeting in hall.

4-12-16 Staples picked up previous wrong delivery.

FF Matyi picked up granite countertop and backsplash donated by R&S Granite for Kitchen bunk room.

1900 Relief and Exempts meeting in hall.

4-13-16 0930 ODP Cut and maintained all lawns and disposed of old front tires at Township recycling center.

1800 Test Prep Company Using Hall.

4-14-16 0900-1130 JIF representative here was meeting with FF Renaldi.

4-15-16 ODP assisted with community outreach and youth hockey association with court wash down.

Overhead door for Engine 2-3 malfunctioning. Comm Zullo notified and will contact Repair Company. Comm Zullo called back and advised that the company will be coming.

1540 Overhead Door Company came and temporarily repaired until parts are received.

ODP filled 4 SCBA cylinders for Fire District #1

4-16-16 Test Prep Company Using Hall.

Building generator checked. Fluids okay 538.7 hours to date.

Bulbs out above PRA entrance door. Appears to be an electrical issue.

4-17-16 1000 Hall being set up for afternoon event. Parking lot across the street being filled by vehicles for bus trip NOT associated with fire district. Comm Zullo Notified.

1100-1430 Engines 2-1 and 2-2 went to School #28 for Community Outreach and participation of Parents of Autistic Children event.

1200 ODP returned to station to change sign in concert with party in hall as per Board President.

1430 Party in Meeting Hall. Volunteer Fire Company Member here as hall supervisor.

1845 Hall use complete. Advised by hall supervisor that facilities were left excessively soiled and that kitchen utensils were missing. ODP notified Comm Zullo.



4-18-16 1100 Representative from Proctor and Gamble came to Station and requested fire watch for April 30<sup>th</sup>, 2016. Notified Commissioner Santorelli. Normal procedure to be followed.

4-21-16 1005 Woodbridge Township DPW removed concrete debris from fire house lot.

1225 Overhead door repair company finished repairs on Engine 2-3's garage door.

4-22-16 0800-1100 Test Prep Company Using Hall.

4-23-16 ODP washed all apparatus

ODP Repaired exhaust hose for Engine 2-1.

Garden Hose removed from reel due to leak.

4-24-16 Volunteer First Aid Squad members training in Hallway and on basement stairs with Stair Chair.

4-25-16 Commissioner Zullo requested tables and chairs to be set up for Democratic Club Meeting in hall @1930. Captain advised that this was outside the scope of agreement as to what affiliated agencies for ODP to assist with set up. Captain set up tables and chairs as requested and agreed to discuss at a later date.

1930 Democratic Club meeting in hall.

4-26-16 0940 Delivery by FedEx for First aid squad.

1900-2200 NJ State Division of Forestry Firefighting conducting class in hall.

4-28-16 Comm Santorelli authorized payment for tuition and lodging for Williams Extreme Firefighting training that is being reimbursed by Colonial Pipeline. Comm Huber and Zullo came to sign checks. Advised by Board Accountant t@ 1410 that Commissioner Zullo is now authorized to sign checks.

### Training

4-22-16 Engines 2-1, 2-2 and Pick up 2-3-4 went to Colonial Pipeline for Standpipe connection and master stream deployment training. One 5' supply line failed at coupling.

4-26-16 1000-1030 Engines 2-1 and 2-3 went to Key Court for pump training and flow test.

\*\*\*Requesting Live Burn Drill at the MCFA on Flammable liquids in May.

### Fuel

4-4-16 Engine 2-2 added 32.1 gallons

4-5-16 Support Pick Up 2-3-4 added 25 gallons \$43.00

4-8-16 Engine 2-1 added 18 gallons

4-13-16 Filled 5 Gallon cans of Gasoline for small engines, \$30.00

4-21-16 Engine 2-1 added 22.1 gallons

4-24-16 Engine 2-2 added 22.6 gallons

4-28-16 Engine 2-3 added 11.1 gallons

### Equipment

4-21-16 The Captain took County Mutual Aid radio to the Fire Academy for Reprogramming.

4-25-16 ODP replaced 9 volt battery in AED on 2-2.

4 Way gas meter calling for calibration from 2-2.

SCBA #832 Leaking from high pressure hose.

1430 ODP picked up reprogrammed County Mutual Aid radio.

### Volunteer Recruitment

Nothing further on candidates to date.

Faithfully Submitted,

Captain Paul DeLeo