

**PORT READING BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2
PORT READING, NJ 07064
October 1, 2018**

The Board Clerk read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of October 1, 2018 was called to order by Commissioner Santorelli at 7:30 pm. Four Commissioners were present: Comm. Santorelli, Comm. Galvach, Comm. Nardiello and Comm. Huber. Operations Manager Nisky was present, Board Accountant Maria Bucsanszky was present. Board Attorney Andrew Chambarry was present. Board Clerk Marianne DeSantis was present.

Comm. Zullo was out of state on vacation.

Reviewed minutes from the September 4th monthly meeting.

MOTION to accept the September 4th minutes made by Comm. Huber, seconded by Comm. Nardiello. All in favor 4-0.

TREASURER'S REPORT:

Balance	\$ 984,220.96
Deposits	\$ 152,234.20
Interest	\$ 147.25
Payroll	\$(74,438.86)
Payroll Tax/Adjustments	\$ 3,554.66
Disbursements for the Month	<u>\$(57,303.80)</u>
Ending Balance	\$1,008,414.41

MOTION to accept Treasurers Report made by Comm. Nardiello, seconded by Comm. Galvach. All in favor. 4-0.

BILLS TO BE PAID: \$57,303.80

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

CAPTAIN'S REPORT:

Captain Fritzsich reported that Firefighter Dileo began his shift today and completed all training

Captain Fritzsich reported that there is an issue with the air conditioning on Engine 2-1 and the radios were installed on Engine 2-3-1 and 2-3-4 and are operating.

Captain Fritzsich reported that Comm. Huber gave approval for the mirrors to be checked out by Danny's Automotive on Engine 2-1 and Engine 2-2, which Captain DeLeo will take care of when he is on duty tomorrow.

Captain Fritzsich reported that the sprinklers will be serviced on 10/10 and that "Air Power" was in for their quarterly testing on the air machine.

Captain Fritzsich reported that the Live Burn will take place on 10/26 at the Fire Academy.

Captain Fritzsich reported that Port Reading Day will take place here on 10/20 from 12:00 pm -3 pm.

Captain Fritzsich reported that the Fire Prevention dates will be School #28, 10/9 at 1:30 pm, The Learning Junction, 10/10 at 10:00 am at the Firehouse and School #9, 10/11 between 9:30 am – 11:30am

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

Captain DeLeo reported that Lockwood Boatworks has the PO for the boat and things are underway. He reported and there was a problem with the transport trailer, which had to go to a satellite shop and Buckeye will take care of the cost of the trailer.

Captain DeLeo reported that he received a quote from the Health and Safety Committee for the bail out harnesses training and suggested looking for a grant since the cost for 10 students is \$1150.

Captain DeLeo reported that he received a quote for the boat water rescue training by "Trismart" which is \$1000 for 15 guys.

Captain Fritzsich reported that the Shop Steward came up with a form for the sign rental, which was given to the attorney. It was agreed that all sign rental requests should be approved by the attorney due to free speech implications. There have been no sign requests to date, only public service announcements. It was stated that it was previously agreed that the cost of the sign rental will be the same as Avenel Fire Department.

Captain DeLeo thanked and presented a plaque to Den Korkowski from "All Car Towing" who has donated cars to the fire company for the past four years for the vehicle extrication training. Captain DeLeo stated that without him and his partnership, the fire department does not succeed in saving people's lives.

CHIEF'S REPORT:

Chief was absent, due to an Academy meeting and submitted his report.

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

FIRE OFFICIAL/PREVENTION BUREAU REPORT

The Fire Official was absent due to a meeting and submitted his report.

MOTION made by Comm. Nardiello to accept the Fire Official's report, seconded by Comm. Galvach. All in favor 4-0.

UNFINISHED BUSINESS:

Comm. Nardiello reported that the wiring and radios were installed in the two vehicles as per Captain Fritzsich report.

Comm. Galvach reported that they are trying to reschedule the new fire truck meeting.

Comm. Huber received quotes from "Welstead Landscaping" for \$3200 and "Scenic View" for \$4280. The quotes included being on call at all times, spring/fall clean up and Memorial Day planting.

NEW BUSINESS:

Comm. Nardiello reported that he had spoken to Donna from Santander Bank regarding placing their reserve fund for the truck there to earn extra money on the account and will continue to research and follow up.

MOTION to pay add on bills made by Comm. Nardiello for "Airtech" in the amount of \$238.00, "Elrich Exterminating" in the amount of \$66.00, "Home Depot" for credit services in the amount of \$179.71, "Michael Dileo" in the amount of \$86.32 for clothing reimbursement, "Rock and Rescue" in the amount of \$2,692.50 for escape system and "The Hartford Group" in the amount of \$291.00 for life insurance, seconded by Comm. Galvach. The bill for "Skylands Area Fire" in the amount of \$2704.00 was held since the harnesses have not yet been received. All in favor 4-0.

Comm. Nardiello suggested replacing the back plaque on the War Memorial with the logos of the five military services without compromising the flag. Captain DeLeo suggested contacting Jim Signs and advised that the symbols cannot be higher than the flag.

Comm. Santorelli inquired about the election situation regarding the printing of the ballots. Board Accountant Bucsanszky stated that the ballots need to be printed in three languages (English, Spanish and an Indian dialect) therefore, the ballot question will need

to be translated. Board Accountant Bucsanszky estimated that now 500-600 people will automatically receive a fire election ballot by mail.

TAXPAYERS COMMENTS:

There were no tax payer comments.

EXECUTIVE SESSION:

MOTION to adjourn meeting at 7:58 pm made by Comm. Zullo, seconded by Comm. Galvach. All in favor 4-0.

Respectfully submitted,

Marianne DeSantis
Board Clerk

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

October 1, 2018

Treasurer's Report

BEGINNING BALANCE	\$	984,220.96
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8:31 AM

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

ADD-ON BILLS

10/01/18

October 2, 2018

Accrual Basis

Date	Num	Name	Memo	Amount
Columbia - Voucher				
10/02/2018	29679	AIRTEC SERVICE INC	Replaced Capacitor in Fan Motor - Meeting Room	-238.00
10/02/2018	29680	EHRlich	Commercial Pest General Maintenance Service - Cu...	-66.00
10/02/2018	29681	Home Depot Credit Services	Account #6035 3225 4098 2968 Supplies	-179.71
10/02/2018	29682	Michael DiLeo	Reimbursement - Linens	-86.32
10/02/2018	29683	Rock-N-Rescue/ A.J Weine...	RNR Poseidon Safe Tech Escape System	-2,692.50
10/02/2018	29684	SKYLANDS AREA FIRE E...	9- Spider Harnesses, 1 Grip Ladder & Escape Belt & ...	-2,704.00
10/02/2018	29685	THE HARTFORD GROUP ...	Life Ins Customer#011215320001-2/Pol#734229 Oct...	-291.00
Total Columbia - Voucher				-6,257.53
TOTAL				-6,257.53

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

BILL LIST

September 5 through October 1, 2018

09/26/18

Date	Num	Name	Memo	Amount
Columbia - Voucher				
09/05/2018	29649	THE HARTFORD GROUP ...	Life Ins Customer#011215320001-2/Pol#734229 Septemb...	-291.00
09/05/2018	29650	TOWNSHIP OF WOODBRI...	Fuel Fire District April 1, 2018 -June 30, 2018	-1,358.34
09/05/2018	29651	Witmer Public Safety Group	A/C# WOOWTP1 - Fingers Extrication Gloves	-38.99
09/11/2018	29653	LOUIS NARDIELLO	Advance - Wildwood Convention	-550.00
09/12/2018	29654	Dave Matyi	Hall Rental Party	-75.00
10/01/2018	29655	AT&T	Account # 011-293-3370-001 732-636-0894	-58.84
10/01/2018	29656	Comcast of New Jersey	Account #8499 05 340 0759643-Phone/Internet/TV	-469.90
10/01/2018	29657	Comprehensive Psychologi...	Professional Services - Pre-employment Evaluation/Firefig...	-500.00
10/01/2018	29658	Elizabethtown Gas	Account # 2202559020 - Firehouse 07/25/18-08/24/18	-6.69
10/01/2018	29659	Fail Safe Testing, Inc	Annual Fire Hose Testing	-207.00
10/01/2018	29660	Fords Fire District #7	Dispatch Service -September 2018	-5,520.25
10/01/2018	29661	FORDS INDUSTRIAL SUP...	Supplies	-117.96
10/01/2018	29662	GILL & CHAMAS LLC	Legal Service-September 2018 Meeting	-750.00
10/01/2018	29663	Home News Tribune	Account #ASB-099468 Notice- Regular Meeting Septembe...	-18.48
10/01/2018	29664	Jessica Rizitis	Website Maintenance - October 2018	-196.00
10/01/2018	29665	LIFE INSURANCE COMPA...	LIFE INSURANCE -10/17/2018-11/16/2018 GL 009906	-861.30
10/01/2018	29666	Maria Bucsanszky, E.A	Monthly Fee - October 2018	-2,500.00
10/01/2018	29667	MIDDLESEX WATER CO	ACCOUNT #2060200000 - Water Bill 05/22/18 - 08/23/18	-960.46
10/01/2018	29668	Occupational Health - JFK	Account #005263-00 Physical Exam/Invoice #16745	-549.00
10/01/2018	29669	OWEN S. DUNIGAN & CO	Troubleshoot Problem with Shower & Sink in EMS Bathroom	-135.00
10/01/2018	29670	POSTMASTER	2 Rolls of Stamps	-100.00
10/01/2018	29671	PSE&G	ELECTRIC BILL-Summary Account #1301219207	-1,273.35
10/01/2018	29672	Stone Mountain Printing	100-Incident Reports	-55.30
10/01/2018	29673	TURNOUT FIRE & SAFET...	6' Front Piece -Name Tape	-64.11
10/01/2018	29674	Witmer Public Safety Group	A/C# WOOWTP1 - Smith & Warren Collar Pins	-26.97
10/01/2018	29675	Woodbridge Fire District #1	Reimbursement -Health Benefits-Dental/Vision October 2018	-2,014.28
10/01/2018	29676	Home News Tribune	Account #ASB-099468 Notice-Contract for Professional Se...	-29.92
10/01/2018	29677	MIDDLESEX WATER COM...	Acct # 3046515564-Hydrant Service for September 2018	-12,711.11
10/01/2018	TEPS	New Jersey State Health B...	Health Benefits -10/01/2018 -10/31/2018 ID#146900	-21,310.46
10/01/2018	29678	TURNOUT FIRE & SAFET...	1 Signature Jacket & 5 Emblems	-218.81
10/01/2018	TEPS	New Jersey State Health B...	Retiree Health Benefits -10/01/2018 -10/31/2018 ID#146900	-4,335.28
Total Columbia - Voucher				-57,303.80
TOTAL				-57,303.80

Port Reading Fire Department



Captains Report- August 30th, 2018 – September 27th, 2018

Engine 2-1

9-4-2018 Temporarily installed safety hose bed cargo netting.

9-12-2018 Officer side pump panel bulb replaced.

9-19-2018 Top pump panel bulb replaced.

9-24-2018 ODP replaced interior pump panel bulb.

9-25-2018 1 drivers side pump panel bulb replaced.

Engine 2-2

9-11-2018 Installed safety hose bed cargo netting.

9-25-2018 Replaced 2, Officers side pump panel bulbs.

Engine 2-3

Support Pick-up 2-3-4

Chief's vehicle 2-3-1

9-5-2018 0930 WPD traffic maintenance here to pick up and bring to township garage.

9-2-2018 Needed jump start

9-3-2018 Started ok and ran for .5 hours

9-4-2018 Started ok and ran for .33 hours

9-14-2018 Started ok and ran for .25 hours

9-17-2018 Started ok and ran for .10 hours

9-19-2018 Started ok and ran for .10 hours

9-24-2018 Started ok and ran for .15 hours

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

Buildings and Grounds

8-30-2018 1520 Fed Ex delivery from The Fire Store.

C6 found basement bathroom door with a wooden wedge chock in the top hinge. When the chock was removed the door, the hinge was found to be bent precluding the door from fully closing. Commissioners of B&G Notified.

8-31-2018 0802 Received a call from Commissioner Nardiello asking for the phrase "A True American Hero" be added after the late Senator John S. McCain's name on the sign. ODP complied.

9-1-2018 OD Dunnigan working on basement shower problem.

9-2-2018 ODP restored flag as per Commissioner's request.

9-3-2018 ODP changed sign as per Commissioner Zullo's request

9-4-2018 C6 received phone call from Qual lynx representative for insurance claim on any lost hose from Incident on 8-22. Claim number and information received.

1400 UPS delivery received from Home Depot – safety hosebed cargo netting for Engines 2-1 and 2-2.

9-5-2018 0732 Email sent to Commissioners Zullo & Huber regarding A/C unit in Hall not working and FD & FA hot lines not working.

0845 Air-Tech here checking Hall A/C unit.

0925 Received a call from Commissioner Zullo regarding the current phone issues. Commissioner Zullo asked C-8 to email the Director. Email sent.

1017 Johnson Communications here to look at the current phone issue. Phones are now operating.

1347 PSE&G meter reader.

9-7-2018 0930 Police report received from NJSP and delivered to Tama Ridley from Woodbridge Township JIF

1530 FedEx delivery for FA squad received.

9-11-2018 1015 C-6 to Home Depot for supplies.

1159 Sign changed as per Commissioner Zullo to reflect the 17th anniversary of 9-11.

9-12-2018 1315 Commissioner Nardiello here meeting with / picking up VFC Treasurer in parking lot.

1430 Jiff meeting in Hall.

9-13-2018 1400 C-8 met with a representative of Vericon, company working at 10s service area and the Internal Security Supervisor of the New Jersey Turnpike Authority regarding accessing the roadway. Issues with the locked gates was addressed.

1640 UPS delivery, Turnout Fire & Safety.

9-14-2018 ODP Cut and maintained all fire district property lawns.

9-15-2018 ODP Washed all vehicles and bay floors

1100 CFF#248 went to Home Depot for hardware to secure hose-bed cargo nets and training lumber for vent prop.

9-17-2018 Order placed for copies of Incident Reports from Stone Mountain Printing.

1350 Picked up Incident Reports from printer.

9-18-2018 1100 Democrat meeting in Hall with Commissioner Huber and Zullo present.

1125 Commissioner Zullo stated that the ODP may change the sign when requested by Commissioner Huber later this week.

1130 Resident of the District who is involved with the Sycamore Senior Center came into FD and spoke with C-8 seeking donations of supplies for the seniors at Sycamore. The seniors are working on a project for Veterans and sick children. C-8 sent out emails to the BOFC's, Career staff and the volunteers if anyone wishes to donate.

Appointments scheduled and confirmed for Fire Prevention at school 9, 28 and The Learning Junction in October.

9-19-2018 Fed Ex delivery from Rock-N-Rescue.

1530 Ehrlich Pest Control here for service.

9-20-2018 Received key to EMS bunkroom from EMS Chief. Tagged key and placed in Career room key lock box.

9-22-2018 As requested by both Commissioner Zullo and Huber, Happy Birthday placed on sign for Carol Huber.

9-23-2018 Order for toiletries and hand towels placed online with Home Depot.

9-24-2018 0930 Gas and Air Technologies here to install machine for Squad. Chief of EMS called.

C-8 to Napa for dome lamps for engine 2-1.

C-8 to Home Depot for cleaning supplies and small garbage bags.

Filled 1-4500 SCBA Bottle for District 1.

1900 Democrat meeting in Hall.

9-25-2018 1326 UPS delivery from Home Depot.

1400 All Car Towing delivered 2 cars for upcoming MVX training in the lot across the street. Positioning issues do to cars parked in the lot. Commissioners in charge of Buildings and Grounds were notified Via their email.

Fuel

9-7-2018 Engine 2-1 added 19.625 gallons.

9-13-2018 Engine 2-2 24.7 gallons, From District 1. Fuel pumps in Sewaren were out of service.

9-15-2018 Engine 2-1 added 27.154 gallons

Engine 2-3 added 8.5 gallons

Training

8-31-2018 ODP training with Blitz Fire @ the Saints field. Discussion of calculations to determine 8-30-2018 ODP training with PRV and discussion on the ATP, @ the Saints field.

water / foam requirements required for storage tank fires.

9-4-2018 ODP training with WATP/WPRV (Around the pump foam proportioner and Pressure reducing valve. Flowed simulated foam master stream of 1500 gpm with ATP providing 45 gpm @ 3%. Timed and confirmed proper set up and operation.

1130 C6 and FF#2412 NJ Turnpike access, response and resource familiarization training.

1332 C6 and FF#2412 Reviewed and visited static water source at Colonial Pipeline.

9-5-2018 ODP with FF #2412 reviewing FDC connections for NJTP, previous lesson plans and the Ambassador Trailer Unit at Buckeye.

9-6-2018 C-8 and FF #2412 Review of apparatus placement, hose lays, hydrant locations of residential and businesses in the district.

9-7-2018 FF #2412 began S-ERVE EVOC online computer-based training offered by the JIF.

1123 FF#2412 trained on pump operations with multiple line deployment at Fourth Street Park.

9-10-2018 Submitted application for Live Burn drill at MCFA. Date for live burn had to be changed to October 26th due to a conflict.

FF#2412 completed S-ERVE EVOC CBT training. Certificate received and placed in his file.

ODP reviewed low pressure air bag operation and usage as well as use of stabilization struts.

C6 gave FF #2412 MVX PPT Lesson

9-11-2018 C-6, C-8 and FF #247 pump training with FF# 2412 on Engine 2-3.

9-12-2018 C-8 with ODP training with FF#2412 on portable ground monitor operations.

9-13-2018 Review of NJTP water supply access points.

Discussing on drafting from static water sources.

Overview of training, questions and answers followed.

9-14-2018 C6 toured both elementary schools in the fire district with FF#2412 and familiarized him with annunciator panels and building layouts.

1100 FF#2412 given a surprise practical quiz on immediate hose deployment of front jump line and booster reel on Engine 2-1 then establishing a water supply and subsequent master stream. Passed quiz with no issues.

1300 FF#2412 took online computer-based training for distracted driving through MEL/JIF portal.

9-15-2018 ODP trained and reviewed Blitz fire nozzle flow rates and friction loss charts.

9-17-2018 Familiarization of businesses within the District and practice driving.

9-18-2018 0818 C-8 submitted application for training to the Middlesex County Fire Academy, for the VFC Captain to attend their I-300 course.

C-8 gave review of IFSTA PowerPoint training on drafting with FF #2412.

C-8 went over Building Construction PowerPoint, Essentials with FF #2412.

9-19-2018 C-6, C-8 training with ODP, handline and Blitz Fire deployment.

9-20-2018 C-6, C-8 and ODP training, drafting from a static water source and relay pumping.

9-21-2018 C-8 and ODP training using multiple 1-3/4 handline deployment and acquiring a water supply and refresher training.

9-24-2018 C-8 and ODP training. Engine 2-2 forward lay of 200ft of 5" supply line from hydrant by the Saints field, feeding Engine 2-1 with 5" pony. Deck gun operation of 500 gpm on 2-1 and front bumper line operating @ 100 gpm off 2-2.

Called placed by C-8 to confirm classes for VFF #123 & #125 at MCFA. Left message.

9-25-2018 Call received from MCFA confirming class enrollment for VFF #123 & #125.

C-8 training with FF #2412 on Williams nozzles with the monitor and jet ratio controller.

9-26-2018 ODP extrication refresher training.

0830-1500 C-6 & C-8 attended Jiff training class in Edison.

1900-2100 Fire Company Drill, Extrication training.

Equipment

9-3-2018 Buckeye SCBA #B-13 malfunction PASS device. NJ Fire Equipment will be picking up Wednesday for service.

9-5-2018 1030 NJ Fire Equipment here picking up SCBA #B-13 and delivery of two bales.

9-6-2018 UPS delivery of one small box from Turnout Fire & Safety.

1115-1545 900' of 5" hose tested by Failsafe. All passed.

1959 ODP fixed one nozzle with new bale.

9-7-2018 Northstar semi-trash pumps checked and ran.

9-14-2018 ODP tested leaking Stinger #8297 5-inch base with spare monitor from shed. Seated fine with no leaks. Stinger base labelled #4 with #4 monitor placed back on engine 2-2.

9-18-2018 Buckeye SCBA #B-13 returned by NJ Fire Equipment Company, repaired. Bottle #01690249, off Engine 2-2, sent out at same time the SCBA was returned, for leak.

9-24-2018 Received repaired 4500 SCBA bottle from New Jersey Fire Equipment.

9-24-2018 1326 UPS delivery from Skylands Area Fire Equipment & Training.

1326 UPS delivery from Home Depot.

Officially,

Captains

Paul DeLeo & Rich Fritzsich