

**PORT READING BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2
PORT READING, NJ 07064
August 3, 2015**

The Board Clerk read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of August 3, 2015 was called to order by Commissioner Santorelli at 7:30 pm. Four Commissioners were present: Comm. Santorelli, Comm. Nardiello, Comm. Galvach and Comm. Huber. Board Accountant Maria Bucsanszky was present. Board Attorney Tom Buck was present. Board Clerk Marianne DeSantis was present.

Comm. Santorelli stated that Comm. Galvach would be there shortly.

Comm. Santorelli reported that Comm. Zullo was on vacation.

Reviewed minutes from the July 6, 2015 Meeting.

Comm. Nardiello corrected that when the Board was discussing payment to the Joint Board, the payment was \$19,500.00, not \$1,905.00.

MOTION to accept the July 6th meeting minutes made by Comm. Nardiello, seconded by Comm. Huber. All in favor 3-0.

BILLS TO BE PAID: \$74,898.54

MOTION to pay June bills made by Comm. Huber, seconded by Comm. Nardiello. All in favor 3-0.

Comm. Galvach arrived at 7:36 pm

TREASURER'S REPORT:

Balance	\$ 700,578.15
Deposits	\$ 0.00
Interest	\$ 306.52
Payroll	\$(81,219.81)
Payroll Tax/Adjustments/Transfers	\$(12,672.99)
Disbursements for the Month	\$(74,898.54)
Ending Balance	\$ 532,093.33

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

CHIEF'S REPORT:

Chief reported 16 calls for the month and 1 drill.

Chief commended Captain DeLeo for getting everyone on board with various drills and hands on training. Chief reported that Captain DeLeo has a water rescue drill scheduled for this month that has never been done before.

Chief reported that he will be attending the Caucus Meeting in Milltown on Wednesday with Assistant Chief Norelli and Dan Belensky.

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

CAPTAINS REPORT:

Captain DeLeo reported that as per Comm. Nardiello, Firefighter Terebetsky organized and compiled a list of the inventory, including the foam pumper and reported that there is a lot of state of the art equipment.

Captain DeLeo thanked the personnel involved in the June 26 ceremonial burn at the temple on Port Reading Avenue and thanked Assistant Chief Norelli for coming and for the refreshments.

Captain DeLeo reported that the ice machine that was donated by the Saints is in the process of being hooked up.

Captain DeLeo reported that the Keasby foam pumper drill was cancelled due to a storm and the Iselin drill was cancelled due to staffing.

Captain DeLeo reported that there will be a water safety drill at the Bowtie Pool on August 27 at 8:00pm when it is closed. Captain stated that this will be a good partnership with the community center and the Ladies Auxillary will support the event. Chief stated that this will be optional for the career staff and he will need the Board approval for overtime.

MOTION to approve overtime for the August 27 water safety drill, made by Comm. Nardiello, seconded by Comm. Huber. All in favor 4-0.

Captain DeLeo stated that he would like a extrication demonstration for Port Reading Day and asked Operations Manager Nisky to request the fire safety trailer from the Joint Board.

Captain DeLeo stated that he had a personnel matter for Executive Session.

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

FIRE OFFICIALS REPORT:

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

UNFINISHED BUSINESS:

Comm. Nardiello thanked Firefighter Terebetsky for putting the packet together of equipment inventory.

Comm. Nardiello thanked Captain DeLeo for his efforts since he became Captain, without his vote and stated that he is impressed by his aggressiveness and details. Comm. Nardiello stated that the Captain is not afraid to make decisions and tell the Board what they need to know whether they like it or not.

Comm. Huber requested that Operations Manager Nisky report on the building progress.

Operations Manager Nisky reported that the proposals for the Port Reading renovations are on the agenda for the August 4 Council meeting. Operations Manager Nisky stated that on August 18, they will come back and get approval for the architect to do the drawings and they will be on track for a mid-September start date.

NEW BUSINESS:

Comm. Nardiello stated for the record that the Safety Committee has no urgent needs of any kind.

Comm. Nardiello reported that he was impressed with the equipment that the Captain showed him from Buckeye and stated that there are things we have not had in the past.

Comm. Santorelli stated that it has come to his attention and it has happened in the past that a Commissioner has taken their paycheck early.

MOTION that Commissioner paychecks cannot be taken early, unless it is an emergency and approved by the President, made by Comm. Nardiello, seconded by Comm. Huber. All in favor 4-0.

MOTION to enter Executive Session at 7:46 pm to discuss a personnel and legal matter, made by Comm. Nardiello, seconded by Comm. Galvach. All in favor 4-0.

MOTION out of Executive Session at 8:20 pm.

EXECUTIVE SESSION:

Matters discussed during Executive Session was a personnel and legal matter.

Larry from Surge Electrical presented his recommendation on the generator transfer switch repair.

MOTION to adjourn meeting at 8:25 pm made by Comm. Galvach, seconded by Comm. Nardiello. 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

August 3, 2015

Treasurer's Report

BEGINNING BALANCE	\$ 700,578.15
Deposits	0.00
Interest	306.52
Payroll	(81,219.81)
Payroll Tax/Adjustments/Transfers	(12,672.99)
Disbursements for the Month	(74,898.54)
ENDING BALANCE	\$ 532,093.33

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

BILL LIST

July 7 through August 3, 2015

07/30/15

Date	Num	Name	Memo	Amount
Columbia - Voucher				
07/08/2015	28341	JOINT BOARD OF FIRE COMMIS...	2015 Assessment & 1st Pmt of Payable	-19,500.00
07/14/2015	28342	Surge Electric Inc	50% Deposit - Generator Transfer Switch Project at Firehouse	-3,445.00
08/03/2015	28343	AT&T	Account # 011-293-3370-001 732-636-0894	-56.01
08/03/2015	28344	Comcast of New Jersey	Account #8499 05 340 0759843 TV/internet/Phone	-405.79
08/03/2015	28346	Elizabethtown Gas	Account # 2202559020 - Firehouse 05/22/15- 08/23/15	-117.61
08/03/2015	28346	Fords Fire District #7	Dispatch Service - August 2015	-5,520.25
08/03/2015	28347	Jessica Rizzit's	Website Maintenance - August 2015	-150.00
08/03/2015	28349	LAWN DOCTOR	Customer#795791 - Grub Prevention	-118.00
08/03/2015	28349	Maria Bucsanszky, E.A	Monthly Fee - August 2015	-2,333.35
08/03/2015	28350	New Jersey State Association of Fir...	2015 Dues	-300.00
08/03/2015	28351	Stone Mountain Printing	150 - Incident Report Forms	-59.50
08/03/2015	28352	TURNOUT FIRE & SAFETY INC	Uniforms - Douglas	-73.94
08/03/2015	28353	Woodbridge Fire District #1	Dental & Vision Coverage - August 2015	-1,687.53
08/03/2015	28354	FORDS MILL SUPPLY	Supplies	-83.97
08/03/2015	28355	Racostar	Fuel - June 2015	-86.50
08/03/2015	28356	UNITED STATES LIFE INSURANC...	Policy #G232321 LIFE INSURANCE 7/7/15 - 10/06/15	-693.80
08/03/2015	28357	Woodbridge Fire District #1	Reimbursement - Fuel - January 2015 to May 2015	-1,002.46
08/03/2015	28358	LIFE INSURANCE COMPANY OF ...	LIFE INSURANCE - 08/15/15 - 09/14/15 GL 009906	-941.05
08/03/2015	TEPS	New Jersey State Health Benefits ...	Retired Health Benefits & Prescription Coverage - August 2015 ...	-1,218.09
08/03/2015	TEPS	New Jersey State Health Benefits ...	Health Benefits & Prescription Coverage - August 2015 ID#146...	-22,149.12
08/03/2015	28359	PSE&G	ELECTRIC BILL	-1,444.75
08/03/2015	28360	MIDDLESEX WATER COMPANY	Hydrant Service for July 2015	-11,817.29
08/03/2015	28361	ABSOLUTE FIRE PROTECTION C...	2007 E-One Pumper #2-2 - Preventative Maintenance	-1,447.73
08/03/2015	28362	NEW JERSEY FIRE EQUIPMENT ...	1 - SCOTT 4.5 Air Pak Bench Test-Posi Check	-47.00
Total Columbia - Voucher				-74,898.54
TOTAL				-74,898.54

Port Reading Fire Department

Captain's Report- July 3rd -July 30th 2015

Engine 2-1

7-12-15 SCBA air packs from Engine 2-2 added

7-23-15 Assigned to first due status for all alarms

7-24-15 ODP mounted two Blitz-fire nozzles donated by Buckeye pipeline.

7-25-15 ODP found gear oil leaking out of front hub. Cap had fallen off. ODP filled and replaced cap.

PM?

Engine 2-2

7-12-15 Upgraded all SCBA air packs to integrated pass devices with heads up display type donated by Buckeye Pipeline.

7-20-15 0730 to Absolute Fire Protection for PM and service.

7-23-15 1100 Captain DeLeo and FF Matyi returned engine from service. PM Complete. *Did not pass Vacuum test. Electrical shortage issues possibly linked to old motorized Vector type emergency lighting. Recommended to switch to LED type emergency lighting. Back in service. Re-assigned to second due peace and Mutual Aid

7-26-15 Special Detail 800 PRA 1200-2000

Engine 2-3

7-12-15 SCBA air packs from Engine 2-1 added.

7-16-15 First Responder Magazine here taking pictures of Engine 2-3 for publication

7-27-15 Went to MCFA for pre-arranged drill with Iselin Fire District #9. Upon arrival found drill cancelled by host department.

Support Pick-up 2-3-4

7-26-15 Special Detail 800 PRA 12-2000

Chief's vehicle 2-3-1

7-26-15 Brought to Station 2 for turnpike calls 1200-2000

Buildings and Grounds

7-3-15 FAS left hose reel on Port Reading Avenue side.

7-4-15 Building Generator checked fluids okay.

All apparatus washed by ODP

7-6-15 1000 Confires here for oxygen service

1200 Lawn Doctor dropped of invoice for services rendered.

1930 Fire Commissioner Meeting in Hall.

7-7-15 1 Box delivered from UPS from Turnout Fire and Safety

7-8-15 ODP Cut and edged all lawns.

7-10-15 0800-1200 Police Promotional company using hall for class.

1400 ODP went to Saints Field and picked up Ice Machine for fire house.

1453 Confires returned Oxygen cylinders.

7-11-15 Building generator checked fluids okay.

ODP Washed all apparatus

7-12-15 ODP applied weed control where necessary

*7-13-15 Advised ODP of de-authorization of access to fire district properties for recently removed EMS per-diem member. Further, advised ODP of proper contingent actions to be taken.

7-14-15 1900-2100 Relief and Exempts Meeting in Hall

1000 Maria dropped off deposit check for pending generator transfer switch repair to be done by Surge electric. Check needs two Commissioner signatures.

7-15-15 Commissioner Huber came and signed check for Surge Electric

Fords Mill Delivered building supplies.

Commissioner Galvach came and signed check for Surge Electric

Lawn maintenance postponed due to inclement weather.

2030 Surge Electric picked up deposit check.

7-16-15 Received letter from Port Supply Company from Maria

WPD with PRFAS manager here with expelled EMS per-diem member in meeting room.

ODP performed all lawn maintenance.

7-17-15 0800 Police Promotional Company using hall for training.

0900 PSEG here to secure penetration in building service from street.

7-18-15 All apparatus washed.

Building Generator checked. Fluids okay 512.3 hours to date.

7-21-15 Maria dropped of Check for Commissioner Zullo.

7-22-15 Lowered flag to half-staff in memory of Marines and Navy members involved in Chattanooga terrorist attack.

ODP performed lawn maintenance 0730-100

0900 Commissioner Zullo picked up check.

1300 Generator ran in manual mode for weekly exercise.

1600 Meeting in hall with Captains Bloodgood and DeLeo, FO Small, Comm. Zullo and Representative from Dashmesh Darbar to plan upcoming live burn on July 26 at 800 Port Reading ave

7-23-15 Port Reading Day planning meeting in hall

7-25-15 ODP washed all apparatus.

ODP ran Building generator and checked 516.5 hours to date.

7-26-15 1130 Hall use people arriving for setup. Notified FF Matyi building representative for hall rental. 2030 party complete.

2000 Key for burn box used at 800 PRA in watchroom. To be picked up at a later date.

7-27-15 ODP Raised flag

7-28-15 Surge Electric here working on transfer switch. Stated that they will return on 8-3-15.

ODP Filled one SCBA bottle for WFD.

7-29-15 ODP Cut Lawns

ODP Moved donated Ice machine into kitchen pending hook up and professional cleaning.

****At this time, Station #2 has no operating transfer switch to automatically engage Building Emergency Generator.***

Training

7-8-15 1830 Butane Emergency drill @ Buckeye Pipeline.

7-22-15 1100 Engine 2-1 with ODP went to Colonial Pipeline for Knox Box familiarization.

1330 Volunteer FF Cruz here and has been scheduled to start Firefighter I classes at the MCFA on August 17, 2015 1930 start time.

1400 Contacted Collette Ellerman from Woodbridge Community Center (Bowtie Pool) and scheduled water rescue training for August 27th 2015 at their facility

7-28-15 Captain DeLeo Brought 7.25 hose trailer to Buckeye pipeline for flow test and pump training. 1000 Engine 2-1 and 2-3 on location for pump supply setup.

Fuel

7-12-15 0850 Engine 2-1--- 10.3 gallons added

7-16-15 Engine 2-2 --- 25.8 gallons added

7-20-15 Engine 2-3--- 10.6 gallons added

7-24-15 Engine 2-1 --- 22.8 gallons added

7-25-15 Engine 2-2 --- 27.6 gallons added

7-25-15 Support Unit 2-3-4 Pick up ----\$52.00 worth added

7-26-15 Filled 5 gallon gas can for lawn equipment and small engine equipment

7-26-15 Support Unit 2-3-1 Chief's Car ----\$44.00 worth added

Equipment

7-9-15 Added Hose to engine 2-3 (7.25 inch)

1100 NJ Fire equipment returned air packs and bottles donated by Buckeye Pipeline.

7-10-15 ODP placed condemned turnout gear that was donated by Buckeye Pipeline in shed for temporary storage.

7-14-15 ODP performed test and adjusted Williams Pressure reducing valves that were donated by Buckeye Pipeline. All are functional.

7-16-15 NJ Fire Equipment returned PRFD SCBA air pack #228, repaired.

Port Reading Fire District Equipment Disposal List

Item(s)	Disposal Date
Two (2) KME Quint doors from pump panel (from shed)	10-31-14 as per Comm Zullo
Donated barbeque grill	10-31-14 as per Comm Zullo
Assorted 5 inch hose coupling parts from condemned hose	10-31-14 as per Comm Zullo
One damaged aluminum dolly	10-31-14 as per Comm Zullo
Four steel posts from a table storage cart	10-31-14 as per Comm Zullo
Two (2) old .75 inch booster hoses	10-31-14 as per Comm Zullo
Two (2) condemned 2.5 gallon water extinguishers	10-31-14 as per Comm Zullo
Metal parts from Two (2) Vector type Light bars	12-2-14 Approved by BOFC at Budget Meeting 11-19-14
Booster Hose Reel Assembly and hose (taken off of the former 2-2 1978 TASC)	12-2-14 Approved by BOFC at Budget Meeting 11-19-14
Hale Model 30FB-B42 s/n 98280 PRFD #335 Inoperable portable pump	12-2-14 Approved by BOFC at Budget Meeting 11-19-14
11 Condemned 1.75 inch/ 50 foot lengths of attack hose	12-2-14 Approved by BOFC at Budget Meeting 11-19-14
2 Condemned 2.5 inch/ 50 foot lengths of attack/supply hose	12-2-14 Approved by BOFC at Budget Meeting 11-19-14
Old Monument Bell mount assembly.	12-2-14 Approved by BOFC at Budget Meeting 11-19-14
Four (4) 2.5 inch 50 foot lengths of attack/supply hose	12-2-14 Approved by BOFC at Budget Meeting 11-19-14
Thirteen (13) 60" round wood tables in varying states of condition	1-15-15 Approved by BOFC Regular Meeting 1-5-15
(2) Hale Fyre-float floating type 95 gpm water pumps	Approved by BOFC Regular Meeting 1-5-15
All old VHF Portable radios and chargers With old minitor pagers and plectrons	Approved by BOFC Regular Meeting 1-5-15
Dell Desktop Computer from watchroom	

(Replaced with new All in one 1-22-15)	Approved by BOFC Regular Meeting 2-3-15
All Remaining Decommissioned/Inoperable Communication Devices and Accessories	Approved by BOFC Regular Meeting 4-6-15
All Condemned and Failed Firefighting Hose	Approved by BOFC Regular Meeting 4-6-15

Volunteer Recruitment

None at this time

Faithfully Submitted,

Captain Paul DeLeo