

**PORT READING BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2
PORT READING, NJ 07064
August 7, 2017**

The Board Clerk read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of August 7, 2017 was called to order by Commissioner Huber at 7:30 pm. Four Commissioners were present: Comm. Nardiello, Comm. Huber, Comm. Zullo and Comm. Galvach. Comm. Santorelli was absent. Board Accountant Maria Bucsanszky was present. Operations Manager Nisky was present. Board Attorney Tom Buck was present. Board Clerk Marianne DeSantis was present.

Comm. Santorelli was on vacation.

Reviewed minutes from the July 10, 2017 Meeting.

Comm. Nardiello stated that he would not be voting on the July 10 meeting minutes since he was not present.

MOTION to accept the July 10 meeting minutes made by Comm. Galvach and seconded by Comm. Zullo. All in favor 3-0.

TREASURER'S REPORT

Balance	\$785,011.66
Deposits	\$ 0.00
Interest	\$ 59.33
Payroll	\$(78,192.53)
Payroll Tax/Adjustments	\$ 7,577.61
Disbursements for the Month	<u>\$ 57,107.71</u>
Ending Balance	\$ 657,348.36

BILLS TO BE PAID: \$ 57,107.71

Comm. Zullo will not be voting on Bill #29175 for "Jessica Rizitis".

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

MOTION made by Comm. Huber to pay add on bills for "Valeck" (Losap payment for Egan) in the amount of \$1500.00, "Floral Expressions" in the amount of \$57.95 for funeral flowers for Captain DeLeo's mother-in-law and "Staples" in the amount of \$18.54, seconded by Comm. Nardiello. All in favor 4-0.

CAPTAIN'S REPORT:

Captain DeLeo thanked the Board for the flowers that were sent for his mother-in-laws funeral and for their support.

Captain DeLeo reported that all are welcome and urged to come to the Woodbridge Fire Officers Picnic at Fords Park on 8/12 from 1pm-5pm.

Captain DeLeo reported that he spoke to Comm. Zullo regarding the trip hazard on the bay floor.

Captain DeLeo reported that the sprinkler valve was leaking.

Captain DeLeo reported that the old stove was sold for \$650 cash and gave the money to Board Accountant Bucsanszky.

Captain DeLeo reported that there was a problem with the ice machine, which is now fixed and working and cost \$500 to repair.

Captain DeLeo reported that the volunteer and career staff had ventilation and foam training at PSEG and that they are close to completion of construction.

Captain DeLeo reported that the cylinders from Dalmation came in and they are of good quality and they saved \$350.00 by ordering through them. Captain DeLeo suggested using them again in the future since we get discounts when ordering 10 or more and credits.

Captain DeLeo asked about revisiting repairs for Engine 2-1, estimating \$1,000-\$2,000, since the flood light would have been helpful during the recent pedestrian accident.

Captain DeLeo reported that the hydrant that was removed from Alvin P. Williams Park will be put back in the vicinity so that it is accessible for the fireworks.

Captain DeLeo stated that there will be a water rescue drill at the pool on August 29 and requested approval for overtime from the Board. Captain stated that there will be a Live Burn in October.

Captain reported that the pedestrian accident last week was a difficult scene and all acted professionally. A letter was received commending our First Aid Squad.

Comm. Nardiello and Comm. Zullo commended the entire crew and reported that the pilot on the scene stated all was very good.

MOTION made by Comm. Zullo to approve overtime for career staff during water drill, seconded by Comm. Huber. All in favor 4-0.

MOTION made by Comm. Zullo to accept Captain's report, seconded by Comm. Galvach. All in favor 4-0.

FIRE OFFICIALS REPORT:

The Fire Official report was unavailable and tabled until the September meeting.

CHIEF'S REPORT:

Chief reported calls for the month of July for a total of 20 calls, 1 drill and 158 calls for the year.

Chief reported that some attended the wake for Sal Covino.

Chief reported that there will be three volunteers for the transportation class on 8/22.

Chief reported that there are a lot of changes going on at PSEG and that it will be the first of its kind when it is completed in January and online in June.

Chief reported that there were 4 delegates and 1 alternate for the County Caucus and all went well.

MOTION to accept Chief's report made by Comm. Zullo, seconded by Comm. Huber. All in favor 4-0.

UNFINISHED BUSINESS:

Comm. Zullo reported that the ice machine is working well.

Comm. Huber reported that he will take care of the crack downstairs.

NEW BUSINESS:

Comm. Zullo stated that he would take care of the concrete in the bay.

Comm. Nardiello offered his sympathy to Captain DeLeo on the passing of his mother-in-law.

TAXPAYER COMMENTS:

Firefighter Fritsch stated for the record that he did not inquire about shorts for the summer uniform, as was reflected in the June minutes. Let the record show that it was Firefighter Pereira that made the inquiry and not Firefighter Fritsch.

MOTION made by Comm. Zullo to enter Executive Session at 7:56 pm., seconded by Comm. Galvach. All in favor 4-0.

MOTION out of Executive Session at 8:12 pm.

EXECUTIVE SESSION:

Matters discussed during Executive Session were two personnel matters and LOSAP.

Comm. Nardiello commended the career and volunteer staff on a great job training and to Comm. Galvach for requesting more time to get rid of the stoves.

MOTION made by Comm. Zullo to adjourn meeting at 8:16 pm, seconded by Comm. Huber. 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 7, 2017

Treasurer's Report

BEGINNING BALANCE	\$	785,011.66
Deposits		0.00
Interest		59.33
Payroll	(78,192.53)
Payroll Tax/Adjustments/Transfers		7,577.61
Disbursements for the Month	(<u>57,107.71</u>)
ENDING BALANCE	\$	657,348.36

Port Reading Fire Department



Captain's Report- June 30th, 2017- August 3rd, 2017

Engine 2-1

7-25-17 Relief light stuck on when in pump. Relief Valve working okay.

Remaining Issues:

Quartz light unable to be repaired needs to be replaced.

Mirror heat/motion harness needs repair.

Pump packing was able to be adjusted again but still needs to be replaced.

Engine 2-2

6-30-17 1345 Returned to service after PM and Pump Test

A/C unit low on Freon-recharged. Was leaking oil. May need future service.

7-13-17 Office side mirror damaged while en route to Mutual Aid call to Carteret.

7-16-17 Temporarily used mirror of 2-3.

7-19-17 1230 Mirrors replaced

7-23-17 ODP replaced roof marker light #350804

Engine 2-3

7-28-17 0830 Went to Middlesex County Fire Academy to fill with Task Force Foam under the new MOU. 1000 gallons now in engine. At capacity. ***Received MOU from Fire Marshall emailed to board.***

Support Pick-up 2-3-4

7-19-17 CFF# 248 Went to Absolute Fire Protection to pick up replacement mirrors for Engine 2-2.

Chief's vehicle 2-3-1

Fire Prevention vehicle 2-3-6

Fire Prevention vehicle 2-3-7

7-30-17 1300-1700 Special Detail @ 941 Port Reading Ave for Burn Ceremony.

Ambassador 1000 by 6000 GPM Hydro Chem/Foam Trailer

LDH Box Trailers

Buildings and Grounds

6-30-17 1350 Wetscape / Royal Irrigation here repairing sprinkler system.

6-30-17 1539 Confires servicing First Aid Squad supplies

ODP made all proper notifications on confined space entry work for the Fire District

7-1-17 0712 ODP made all proper notifications on confined space entry work for the Fire District

1000 ODP washed all apparatus, vehicles and bay floor

1125 ODP filled SCBA Cylinders for Woodbridge Fire District #1.

7-2-17 0630 ODP found leak in toilet in the career bunk room.

7-3-17 1730 Extra Detail – Annual Independence Day fireworks. ODP reported removal of hydrant near launch site by County Officials. Notification to County Fire Marshall and District Fire Official. 2330 Clear of Detail.

7-5-17 0711 ODP made all proper notifications on confined space entry work for the Fire District

0730 All lawns maintained and property cleaned of debris.

1000 Found First Aid Squad side garden hose leaking profusely from being left on. Purchased replacement.

1305 Kohler Building Generator conducting weekly self-test.

7-7-17 0800 FedEx delivery for First Aid Squad

1600 Staples Delivery received

7-8-17 ODP made all proper notifications on confined space entry work for the Fire District

Building generator checked. Fluids okay. 576.9 hours to date

1700 Hall being set up for use. 2200 Hall use complete.

7-10-17 1900-2100 Commissioners Meeting in Hall

7-12-17 0800 All lawn maintenance done and property cleared of debris.

1800 ODP made all proper notifications on confined space entry work for the Fire District

7-13-17 Dekoff's here to repair side door lock. Repaired loose cylinder. Work completed @ 1250.

7-14-17 1600 Commissioner Zullo called to informed ODP of Passing of ex-Volunteer Firefighter for the Port Reading Fire Company #1. ODP displayed memorial bunting, Lowered Flag and adjusted sign.

7-15-17 0730 ODP made all proper notifications on confined space entry work for the Fire District

All engines and bay floors washed.

7-16-17 10000 Hall being set up for Repast.

1800-2130 Repast in hall

7-16-17 ODP made all proper notifications on confined space entry work for the Fire District

7-17-17 ODP made all proper notifications on confined space entry work for the Fire District

1850 ODP filled cylinders for Woodbridge Fire District #1

1900 Fire Company Meeting in hall.

7-19-17 0715 ODP Performed all lawn maintenance.

Received permission from Commissioner Zullo to place vending machine in firehouse hallway next to soda machine.

7-20-17 ODP made all proper notifications on confined space entry work for the Fire District

7-21-17 ODP made all proper notifications on confined space entry work for the Fire District

7-22-17 Former VFF#111, currently under investigation, dropped off a letter from the NJ State Dept. of Treasury for The Volunteer Fire Chief. ODP placed under office door.

ODP made all proper notifications on confined space entry work for the Fire District

7-23-17 ODP found ceiling in hallway dripping from A/C trunk line condensation. Commissioner Zullo Notified and will be contacting Air Tech to remedy.

7-24-17 ODP made all proper notifications on confined space entry work for the Fire District

FedEx delivery received for First Aid Squad

1220 Royal Irrigation here evaluating leaks in sprinkler heads.

7-25-17 ODP made all proper notifications on confined space entry work for the Fire District

0930-1115 ODP and VFC provided Fire Prevention Education @ School #28 / Camp Pace.

7-26-17 All lawns maintained and property cleared of debris.

1100 Confires here testing and inspected kitchen hood suppression system.

1900-2030 EMS class in hall.

7-27-17 ODP cleaned old stoves in preparation of pick up.

ODP Prepared Ventilation prop and moved it to main parking lot for Drill night.

7-28-17 Sold kitchen equipment picked up by buyer. \$650.00 cash received. Notified Commissioner Zullo who advised to hold until commissioner's meeting.

7-29-17 All equipment washed.

Received delivery from NAPA of car wash.

ODP made all proper notifications on confined space entry work for the Fire District Building generator checked. Fluids are okay. 578.7 hours to date.

8-1-17 ODP made all proper notifications on confined space entry work for the Fire District

1400 DLZ Mechanical here completing repairs to ice machine.

8-2-17 ODP made all proper notifications on confined space entry work for the Fire District

0800-1030 All lawns maintained, weeds pulled, weed killer applied.

1000 Township Waste water employee took ice out of newly repaired ice machine.

1300 Advised by ODP that promotional exam information for Fire District #2 was released on NJCSC website. No posting information has been received from Board to date. Inquired through accountant's office; awaiting reply.

Training

7-5-17 ODP Trained with TFT in-line eductors and engine 2-3

7-27-17 PSEG new power plant familiarization training with ODP an VFC.

7-27-17 1900-2100 Fire Company Monthly drill Ventilation skills on prop.

Fuel

7-1-17 Engine 2-2 added 40 gallons of fuel

7-16-17 Engine 2-1 added 24.8 gallons of fuel

7-27-17 Engine 2-1 added 19.2 gallons of fuel

7-28-17 Engine 2-3 added 8.5 gallons of fuel

Equipment

7-9-17 Backboard utilized for patient extrication and went with FA-14 to RWJ.

7-10-17 Approved Fire protection here to perform scheduled calibration on multi-gas meters.

7-12-17 1700 NJ Fire Equipment Returned 7 SCBA bottles hydrostatically tested.

7-21-17 ODP repaired pull chord on Engine 2-1's rotary saw.

0930 ODP replaced backboard on 2-1.

7-26-17 Received delivery of four (4) new SCBA cylinders from Dalmatian Fire Equipment as ordered. ODP began labeling.

Volunteer Recruitment

08-01-17 Membership chairman called number given by Commissioner Zullo to prospective member. Left message no reply to date.

Officially,

Captain Paul DeLeo

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

BILL LIST

July 11 through August 7, 2017

08/03/17

Date	Num	Name	Memo	Amount
Columbia - Voucher				
08/07/2017	29163	ABSOLUTE FIRE PROTECTION C...	2008 E-One Pumper Truck 2-2 Service-Replaced Valves	-852.71
08/07/2017	29164	Approved Fire Protection Co	Gas Meter Calibration	-115.00
08/07/2017	29165	AT&T	Account # 011-293-3370-001 732-636-0894	-57.44
08/07/2017	29166	Auto Parts of Woodbridge	Supplies	-91.87
08/07/2017	29167	Comcast of New Jersey	Account #8499 05 340 0759643-Phone/Internet/TV	-466.74
08/07/2017	29168	Confires Fire Protection Service LLC	Repaire Kitchen System	-157.00
08/07/2017	29169	Dalmatian Fire Equipment	4-Carbon Fiber Cylinder & Valve	-2,440.00
08/07/2017	29170	Dekoff's P. A. Lock Co	Repair Lock Cylinder For Side Exterior Door	-135.00
08/07/2017	29171	EHRlich	Commercial Pest General Maintenance Service - Cust# 2389...	-63.00
08/07/2017	29172	Fords Fire District #7	Dispatch Service -July 2017	-5,520.25
08/07/2017	29173	FORDS INDUSTRIAL SUPPLY	Supplies	-104.20
08/07/2017	29174	Home Depot Credit Services	Account #6035 3225 4098 2968 Supplies	-405.95
08/07/2017	29175	Jessica Rizitis	Website Maintenance -August 2017	-175.00
08/07/2017	29176	LIFE INSURANCE COMPANY OF ...	LIFE INSURANCE - 08/15/17-09/14/17 GL 009906	-861.30
08/07/2017	29177	Maria Bucsanszky, E.A	Montly Fee -August 2017	-2,334.05
08/07/2017	29178	MIDDLESEX WATER COMPANY	Acct # 3046515564-Hydrant Service for July 2017	-12,323.73
08/07/2017	29179	PSE&G	ELECTRIC BILL	-1,289.58
08/07/2017	29180	STATE OF NEW JERSEY	Assessment 0-226-002-948/000-00 12/2016	-134.01
08/07/2017	29181	THE HARTFORD GROUP BENEFI...	Life Ins Customer#011215320001-2/Pol#734229 07/01/17-07/...	-258.00
08/07/2017	29182	Woodbridge Fire District #1	Reimbursement - Health Benefits/Vision & Dental August 2017	-1,919.50
08/07/2017	29183	ABSOLUTE FIRE PROTECTION C...	2008 E-One Pumper Truck 2-2 Preventative Maintenance	-1,885.00
08/07/2017	29184	FORDS INDUSTRIAL SUPPLY	Supplies	-101.00
08/07/2017	TEPS	New Jersey State Health Benefits ...	Health Benefits Coverage -August 2017 ID#146900	-23,685.68
08/07/2017	TEPS	New Jersey State Health Benefits ...	Retiree Health Benefits Coverage -August 2017 ID#146900	-1,394.46
08/07/2017	29185	Confires Fire Protection Service LLC	C/S#0124700- Fire Extinguisher Inspection	-172.70
08/07/2017	29186	Elizabethtown Gas	Account # 2202559020 - Firehouse 06/22/17-07/24/17	-129.96
08/07/2017	29187	NAPA Auto Parts of Colonia	Supplies	-34.58
Total Columbia - Voucher				-57,107.71
TOTAL				-57,107.71