

**PORT READING BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO. 2  
PORT READING, NJ 07064  
August 5, 2013**

The Board Accountant read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of August 5, 2013 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 Accountants John Ur and Maria Bucsanszky were present. Board Attorney Tom Buck was present. Board Clerk Marianne DeSantis was absent.

Comm. Nardiello had an emergency and may be late.

Reviewed minutes from the July 1, 2013 monthly meeting.

MOTION to accept the July 1st minutes made by Comm. Santorelli, seconded by Comm. Zullo. All in favor 4-0.

**BILLS TO BE PAID:** \$53,821.28

Commissioner Galvach inquired about the three Craig's Plumbing and Heating bills. Comm. Zullo reported that the issues were an ejector pump that went bad which caused flooding downstairs, a problem with the sprinkler system and a backup in the urinals in the men's locker room bathroom. Comm. Zullo stated that Craig's Plumbing did the work since they responded first to his phone calls. The Commissioners discussed using one vendor for plumbing and getting estimates for future work if it is not an emergency situation.

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

Comm. Zullo abstained from voting on Bill # 27529, for "Jessica Rizitis".

Comm. Galvach did not vote on Bills 27506, 27511 and 27516 for "Craig's Plumbing and Heating".

**TREASURER'S REPORT:**

Balance	\$ 420,879.41
Deposits	\$ 9,005.17
Interest	\$ 72.61
Payroll	\$( 86,162.23)
Payroll Tax/Adjustments	\$ 238.09
Disbursements for the Month	<u>\$ 53,821.28</u>
Ending Balance	\$ 290,211.77

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

**CHIEF'S REPORT:**

Chief did not have the reported calls for the month of July readily available.

Chief reported that a County Caucus meeting would be taking place on Wednesday.

Chief reported an attic fire last night at a member's house. Chief stated that there was a coordinated effort between both career and volunteer staff, resulting in the fire not spreading and little water damage. Comm. Zullo witnessed the fire call from start to finish and stated it was a great effort on both sides.

Chief reported that the treasurer of the fire company received documentation for tax exempt status that he will consult with Board Accountant Bucsanszky.

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

**FIRE OFFICIAL'S REPORT:**

The Fire Official's report was not available and tabled until the September meeting.

**ACTING CAPTAIN'S REPORT:**

Acting Captain Renaldi gave a detailed Captain's report, which is attached, including a list of repairs that are still needed on apparatus and a quote from Absolute Fire Protection for Engine 2-1 in the amount of \$4,901.50. Also included is a memo to Dispatch Center, Fords Board of Fire Commissioner District 7, regarding the change to response of District 2 (MVX incident calls). Acting Captain Renaldi requested that the former directive be rescinded in writing.

Acting Captain Renaldi reported that the beys and shed have been cleaned out as per Comm. Zullo and the items that were salvaged brought in \$46.00 for petty cash and the expired foam went to the fire academy. Acting Captain Renaldi reported that the hot sticks arrived and the rescue discs have been distributed on the apparatus and he has updated the personal day/vacation log book.

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

MOTION made by Comm. Santorelli to pay an add on bill to "DJ Norelli" in the amount of \$50 for hall rental observation, seconded by Comm. Huber. All in favor 4-0.

### **TAXPAYERS COMMENTS:**

Local 290 President Keith Repace inquired about the status of the contract. Comm. Galvach stated that the Board has reviewed the contract, but it has not been finalized pending some questions with wording. Comm. Santorelli stated that the attorney has been on vacation and is hopeful to have something in writing after next month.

Comm. Zullo stated that there is a problem with the landscaper next door cutting though the property and children playing in the parking lot. Comm. Santorelli suggested calling the police in the future since it is private property. Comm. Zullo will look into obtaining a survey and the possibility of putting up a fence.

### **UNFINISHED BUSINESS**

Comm. Zullo reported that the ejector pump was fixed and that he is getting quotes on the air conditioning for downstairs. Comm. Zullo reported that the First Aid Squad room has been completed.

Comm. Huber reported that Welstead Landscaping called saying the parking lot across the street is getting overgrown again. Comm. Zullo stated that the career men do take care of the lot, but will ask them to focus on the weeds when necessary.

Comm. Huber stated that if the First Aid Squad room is complete, no one should be sleeping downstairs. Comm. Huber stated that the First Aid Squad room should under no circumstances be co-ed.

Comm. Huber requested that the situation with the middle ambulance exhaust be looked into so the pick-up is not left outside. Comm. Zullo stated that he would get input from Cory McGuinn.

Comm. Santorelli inquired if we have received the FEMA reimbursement, which Board Accountant Bucsanszky reported that their state rep that was handling the claim has since left and follow ups are still taking place.

### **NEW BUSINESS:**

Comm. Zullo reported the profit from the hall rental over the last four months has been \$1,800.00. Comm. Zullo requested that we start advertising on the sign that the hall is available for rental to bring in more revenue. Comm. Santorelli does not think it should be advertised on the sign, but perhaps by word of mouth or on the website.

Comm. Galvach reported that he was approached by several members of the First Aid Squad and inquired if there were any issues that needed to be addressed.

MOTION to enter Executive Session at 8:33 pm to discuss First Aid Squad personnel matters made by Comm. Zullo, seconded by Comm. Huber. All in favor 4-0.

MOTION out of Executive Session at 9:11 pm.

**EXECUTIVE SESSION:**

Matters discussed during Executive Session was First Aid Squad personnel matters.

Comm. Galvach reported that after reviewing the fuel bill over the past few months, the First Aid Squad are 75% of the budgeted monies. Comm. Zullo suggested a log in system for the First Aid Squad vehicles to combat this problem. The Commissioners do understand that the First Aid Squad receive calls throughout the township, including Carteret, but this needs to be addressed.

MOTION to revise the directive for motor vehicle accidents sent to Station 7, made by Comm. Santorelli, seconded by Comm. Zullo. All in favor 4-0.

MOTION to adjourn meeting at 9:15 pm made by Comm. Zullo, seconded by Comm. Santorelli. 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 5, 2013

Treasurer's Report

BEGINNING BALANCE	\$ 420,879.41
Deposits	9,005.17
Interest	72.61
Payroll	( 86,162.23)
Payroll Tax/Adjustments/Transfers	238.09
Disbursements for the Month	( <u>53,821.28</u> )
ENDING BALANCE	\$ 290,211.77

## BOARD OF FIRE COMMISSIONERS DISTRICT NO 2

## BILL LIST

July 2 through August 5, 2013

Date	Num	Name	Memo	Amount
<b>Columbia - Voucher</b>				
07/02/2013	27490	JEFF KOTUSKI	Reimbursement - Battery	-132.99
07/02/2013	27491	Jan. Rasimowicz	2 Pairs of Station Uniform Boots	-289.98
07/02/2013	27492	Ziccardi Construction	Final Payment - First Aid Squad Sleep Quarters Renovation	-904.54
07/02/2013	27493	POSTMASTER - PORT READING	Annual PO Box fee	-124.00
07/11/2013	27494	1 800 HEATERS INC	New Water Heater	-1,071.00
08/05/2013	27495	EHRlich	Commercial Pest General Maintenance Service - Cust# 238998	-59.54
08/05/2013	27496	Home Depot	Acct# 6035 3225 4098 2968 - Cleaning Supplies	-43.27
08/05/2013	27497	KALDOR	18 - Trucklites	-31.60
08/05/2013	27498	Casazza & Ur, Public Accountants, LLC	Monthly Fee - August 2013	-2,208.33
08/05/2013	27499	EHRlich	Commercial Pest General Maintenance Service - Cust# 238998	-59.50
08/05/2013	27500	FIREFIGHTER ONE LLC	Firefighter Coat - Tailoring	-270.07
08/05/2013	TEPS	New Jersey State Health Benefits Pro...	Retiree Health Benefits August 2013 ID#146900	-1,092.29
08/05/2013	TEPS	New Jersey State Health Benefits Pro...	Health Benefits August 2013 ID#146900	-16,497.39
08/05/2013	27501	Racestar	Fuel - June 2013	-87.00
08/05/2013	27502	FLORAL EXPRESSIONS, INC.	Customer #480 Sympathy Flowers - John Ur	-57.95
08/05/2013	27503	Save A Life	4 - 12" Res Q Disc	-216.00
08/05/2013	27504	UNITED STATES LIFE INSURANCE ...	Policy #G232321 LIFE INSURANCE 07/07/13-10/06/13	-787.20
08/05/2013	27505	AT&T	Account # 011-293-3370-001 732-636-0894	-51.03
08/05/2013	27506	Craig's Plumbing & Heating Co Inc	7/11/13 - Sump Pump Service Call/Install New Sewage Pump	-1,903.40
08/05/2013	27507	Elizabethtown Gas	Account # 2202559020 - Firehouse 5/22/13-6/24/13	-121.15
08/05/2013	27508	ERIC M. BERNSTEIN & ASSOC.	Professional Services -2010 Neg/Labor Matter	-559.97
08/05/2013	27509	Surge Electric Inc	Troubleshoot & Repair Front & Back Soffit Lights	-276.42
08/05/2013	27510	Witmer Public Safety Group	1 - Extrication Glove	-50.98
08/05/2013	27511	Craig's Plumbing & Heating Co Inc	2" Copper Line Leak Repair & Storm Drain Back Up Repair	-738.50
08/05/2013	27512	Surge Electric Inc	Electrical Work - 3 New Recs on Wall in First Aid Room	-727.25
08/05/2013	27513	Fords Fire District #7	Dispatch Service - August 2013	-5,412.00
08/05/2013	27514	Woodbridge Fire District #1	Reimbursement - Dental & Vision Coverage - August 2013	-1,670.41
08/05/2013	27515	Comcast of New Jersey	Account #06101 604125-01-4 TV/Internet/Phone	-372.86
08/05/2013	27516	Craig's Plumbing & Heating Co Inc	Service Call - Bay Sinks/Mens Room/Locker-room Bathroom -...	-585.65
08/05/2013	27517	LIFE INSURANCE COMPANY OF N...	LIFE INSURANCE - 8/15/13 - 9/14/13 GL 009906	-1,228.15
08/05/2013	27518	FORDS MILL SUPPLY	Supplies	-250.00
08/05/2013	27519	LAWN DOCTOR	Grub Prevention & Summer Fertilization	-112.00
08/05/2013	27520	MIDDLESEX WATER COMPANY	Hydrant Service for July 2013	-11,390.42
08/05/2013	27521	NAPA Auto Parts of Colonia	6 - Batteries	-605.94
08/05/2013	27529	Jessica Rizitis	Website Maintenance - July 2013	-125.00
08/05/2013	27530	AT&T	Account # 011-293-3370-001 732-636-0894	-55.35
08/05/2013	27531	Defined Contribution Retirement Prog...	DCRP Plan #316149 Subplan #056230 Huber - 6/30/13 to 7/6/...	-5.46
08/05/2013	27532	PSE&G	ELECTRIC BILL	-1,055.88
08/05/2013	27522	Woodbridge Fire District #1	Reimbursement - Fuel - May 2013 - July 2013	-2,188.76
08/05/2013	27523	Peter Fizer	Reimbursement - Work Shoes	-51.76
08/05/2013	27524	Witmer Public Safety Group	2 - Station Boots	-350.29
Total Columbia - Voucher				-53,821.28
<b>TOTAL</b>				<b>-53,821.28</b>

**Acting Captain's Report**  
**Board of Fire Commissioners District 2**  
**June 2013**

<b>Date</b>	<b>Issues/Repairs/Details</b>
6-4-13	FF Terebetsky performed inspection of new chief's vehicle, <ul style="list-style-type: none"> <li>• Replaced (2) front wiper blades 21"</li> <li>• Replaced new rear wiper blade 16"</li> <li>• Replaced (1) reverse light #3156</li> <li>• Replaced (1) rear hatch light # 211-2</li> <li>• Added 50/50 anti-freeze mix</li> <li>• Added brake fluid</li> <li>• Added air to all tires @ 35 psi</li> <li>• Vacuumed interior</li> <li>• Needs oil change (dirty)</li> <li>• P. Renaldi repaired rear LED flasher Light on rear hatch.</li> </ul>
6-5-13	Advised by FF Terebetsky that Extrication tool (Ram) handle broken during drill, on June 4, 2013.
6-5-13	Cooper power system here performing maintenance on building generator 446 hrs on system at time of service.
6-6-13	Ordered Handle from ESI approval from Commissioner Santorelli \$96.00
6-13-13	Ordered Medium Size MVX Gloves for H. Triantafillidis, approved by Commissioner Nardiello personal gloves damaged during Hurricane Sandy Storm.
6-17-13	FF Fizer Fixed Handle on MVX Equipment (Ram) new Style job completed, back in full working order.
6-17-13	Air power here performing maintenance of SCBA compressor 119 Hours, Oil & filter changed.
6-17-13	Advised by FF Terebetsky that Lawn mower grass trimming bag broken off mounts on mower, also noted front wheel cotter pin missing and spacer gone, engine running rough needs tune-up and blade needs sharpening. Advised Commissioner Zullo of issues, approval to send mower to Fords Lawnmower for needed repairs.
6-17-13	Advised Commissioner Zullo of sink problem in kitchen, reported by FF Deleo also career bathroom toilet and men's urinal in hallway bathroom, commissioner Zullo approved call for service Craig's plumbing called to perform inspection of all issues, and advise Commissioner Zullo on cost for repairs.
6-17-13	Ehrlich here performing monthly inspection of building no issues noted.
6-17-13	Electrician here finishing EMS room, and repaired issue with front and rear door light problems. Electrician also noted that breakers did not trip when wire was grounded to metal box should check all breakers, made need updating.
6-19-13	Ziccardi here installing window in EMS room
6-19-13	Craig's Plumbing here fixing Men's room, Career Room and kitchen sink issues.

**Acting Captain's Report**  
**Board of Fire Commissioners District 2**  
**June 2013**

6-20-13	Ziccardi here completing installation of window in EMS room
6-20-13	Advised by Tour 1 new saw was moved from engine 2-2 and placed on engine 2-1, and old saw on engine 2-1 moved to new engine, advised FF Terebetsky to place new saw back on new engine 2-2 and old saw back on engine 2-1
6-20-13	Obtained quotes for K-12 saw Diamond all-in-one blades.
6-21-13	Ordered Hot Sticks approved by Commissioner Nardiello.
6-21-13	Prepared lawn sprinkler for season, checked all heads for flowing correctly.
6-22-13	Advised by FF Fizer & FF Terebetsky that lawn sprinkler head by chief's parking spot is not working and large amount of water is forming behind generator possible blockage in new drain pipe installed by career personnel few years ago, FF Fizer also stated 2" sprinkler water valve is leaking in boiler room, and sump pump is not working just running continually, I asked FF Fizer to make emergency repair of sump pump he stated he would, called commissioner Zullo and advised of the issues, Craig's plumbing called to repair of water valve and blockage of drain pipe and possible repair of sprinkler head per Commissioner Zullo. Received call later in night Emergency Repair on Sump Pump completed by FF Fizer
6-20-13	Advised by Tour 1 AGAIN new saw was moved from engine 2-2 and placed on engine 2-1, and old saw moved from engine 2-1 and placed on new engine, advised FF Terebetsky to place back on new engine and old saw back on engine 2-1, Commissioner Nardiello was advised of the situation, No notations were placed in logbook of this moving of equipment as a practice Acting Captain was also not advised of moving of equipment. Incident notation was made in logbook of moving of the saws, as per Commissioner Nardiello request.
6-24-2013	Advised by FF Terebetsky Craig's Plumbing here performing repairs from service call made by Commissioner Zullo, advised FF Terebetsky on what was required to do and also advise Commissioner Zullo they are in Building.
6-24-13	Advised all repairs were completed to plumbing.
6-25-13	Advised Durango is needed to go to Jim's signs as per Commissioner Galvach request, vehicle dropped off, and picked up at 4:30p.m. Same day vehicle completed all fire company decals installed.
6-28-13	MVX gloves and Fire Rescue blades ordered on 6-25-13 and 6-13-13 delivered.
6-28-13	Advised FF Terebetsky to notify H. Triantafillidis that his gloves are in and have him sign the logbook, as per Commissioner Nardiello



# Repairs Still Needed on Apparatus

## Engine 2-1

- Fuel Gage needs to be checked inconsistent level every other day.
- Relief Valve light stuck on.
- 48" pry bar missing
- On board air compressor not working, (Using Houseline).

## Engine 2-2

- 4-Way gas meter out of service.
- LED light blown out in arrow stick.
- Air leak and on board air compressor not working, (Using Houseline).
- Side Discharge 1 possibly leaking.

## Squirt 2-3-3

- Foam gage sensor broken showing  $\frac{3}{4}$  level.
- Turn signal not re-setting.
- CO2 Fire Extinguisher missing (During last service of extinguishers unit was condemned never replaced).
- 2  $\frac{1}{2}$  gallon Fire Extinguisher missing (During last service of extinguishers unit was condemned never replaced).
- Short (4) 4.5 SCBA air cylinders
- Boom Nozzle control only working from tip
- Rotary K-12 Saw (No Unit on Apparatus)
- Door Handle Driver side broken.
- Right Rear Passenger side tires need replacing.
- Aerial device not lifting out of cradle, possibly valve issue.

**Board of Fire Commissioners  
Port Reading Fire District 2**

# Memo

**To:** Dispatch Center, Fords Board of Fire Commissioner District # 7  
**From:** Port Reading Board of Fire Commissioner District # 2  
**cc:** Acting Captain, P. Renaldi  
**Date:**  
**Re:** Change to Response of District # 2 (MVX Incidents Calls)

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**The Port Reading Fire Department and Company No. 1 will respond to all Motor Vehicle Accidents occurring in Fire District 2, including New Jersey Turnpike as follows:**

- Any vehicle(s) versus a stationary or moving object: (Structure, pole tree, guardrail, train, etc.)
- Any motor vehicle accident involving a roll over, overturned vehicle or vehicle on its side.
- Any motor vehicle accident reporting entrapment.
- Any motor vehicle accident reporting an ejection.
- Any motor vehicle accident reporting a head –on collision.
- Any motor vehicle accident with injuries.
- Any motor vehicle accident reporting fluids on the roadway.

# Absolute Fire Protection Co., Inc.

2800 Hamilton Blvd., South Plainfield, N.J. 07080  
 908 - 757- 3600 \* FAX 908 - 757 3616

## QUOTATION

TO: **Port Reading Fire Dept**

DATE: 12/31/2012

Engine 2-1

SALES REP: Sal

PERSON: Pat

QUOTATION VALID: 30 DAYS

TITLE: Capt

F.O.B.:

PHONE: 732-636-0894

FAX: 732-636-3975

TERMS:

ITEM	QTY.	DESCRIPTION	UNIT PRICE	TOTAL PRICE
		Revised 7/23/13		
1	1	Pump will not pass vacuum test with these valves un capped		
Best	A	large diameter hose valve w/o ball replacement		\$ 625.00
Worst	B	if ball needs to be replaced		\$ 1,989.00
	3	#3, #4 & right rear discharge	\$ 375.00	\$ 1,125.00
2	2	Relief valve open light stays on all the time		
		piston with magnet needs to be replaced		\$ 625.00
3	1	Truck chassis air loses 25 psi in 4 hours		
		go through chassis locate leaks and repair as needed		\$ 890.00
4	1	Tail pipe hanger is broken & needs replacement		\$ 89.00
5	1	Left side crew cab window regulator is loose		
		Remove door panel to gain access to mounting hardware & repair as needed		\$ 133.50
6	1	Auto eject retainer spring for cover is broken		
		Remove & replace auto eject cover assembly		\$ 35.00
7	1	Left side pump panel light lens is broken		
		Remove & replace lens		\$ 15.00
	A	Best case with out replacing the ball on large diameter discharge		\$ 3,537.50
	B	Worst case with ball replacement large diameter discharge		\$ 4,901.50
<b>TOTAL</b>				

BY Sal Giannotta  
 REPRESENTATIVE