

**PORT READING BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2
PORT READING, NJ 07064
December 7, 2015**

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

Comm. Nardiello was out of town.

The December minutes were not available at this time.

BILLS TO BE PAID:

Comm. Galvach inquired about the water bill.

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

TREASURER'S REPORT:

Balance	\$ 585,263.46
Deposits	\$ 465,582.75
Interest	\$ 166.16
Payroll	\$ (88,788.52)
Payroll Tax/Adjustments/Transfers	\$ 1,736.95
Disbursements for the Month	\$ (39,870.20)
Ending Balance	\$ 924,090.60

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

Board Clerk read three resolutions.

MOTION made by Comm. Zullo to approve the resolution to transfer from budget line items with excesses be authorized to budget items with insufficient balances totaling \$11,000.00, seconded by Comm. Huber.

ROLL CALL VOTE:

Comm Santorelli – Yes
Comm. Nardiello – Absent

Comm. Galvach – Yes
Comm. Huber – Yes
Comm. Zullo – Yes

MOTION to approve the Resolution for the temporary 2016 budget in the amount of \$266,884.00.

ROLL CALL VOTE:

Comm. Santorelli – Yes
Comm. Galvach – Yes
Comm. Nardiello – Absent
Comm. Huber – Yes
Comm. Zullo – Yes

MOTION to approve the Resolution for the Annual Budget, including all related schedules of the Fire District for the fiscal year beginning January 1, 2016 and ending December 31, 2016.

ROLL CALL VOTE:

Comm. Santorelli – Yes
Comm. Galvach – Yes
Comm. Nardiello – Absent
Comm. Huber – Yes
Comm. Zullo – Yes

FIRE OFFICIALS REPORT:

Fire Official Report was not available and tabled until next month.

CHIEF'S REPORT:

Chief reported 18 calls for the month of November and 253 calls for the year.

Chief reported that Captain DeLeo conducted a drill with Woodbridge Fire Department at Colonial Pipeline.

Chief reported that they participated in the Holiday Parade on Sunday.

Chief reported that Pictures with Santa would take place on Friday, December 11 and requested permission to take an engine and the pick up truck throughout town.

Chief invited the Board and Staff, along with their families to a Holiday party on Saturday, December 19 at 6:00 pm.

Comm. Zullo stated that he was at the Colonial Pipeline drill and the council people present were impressed.

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

CAPTAINS REPORT:

Captain DeLeo requested that we keep Pat Renaldi in our thoughts and prayers.

Captain reported that the November 15 Colonial Pipeline Drill went well, with some glitches and appreciated the hard work considering the low numbers.

Captain stated that Super Saturday/Sunday will be 1/9-1/10 or 1/15-1/16.

Captain DeLeo stated that CPR certification is required for all firefighters.

Captain DeLeo wished everyone a happy holiday season and thanked everyone for their support. All in favor 4-0.

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

UNFINISHED BUSINESS:

Operations Manager Nisky stated that they will be picking out the building materials and colors at 4:00 pm tomorrow to go to bid.

Comm. Santorelli stated that the Captain gave the Board Policies and Procedures in October for their review and approval and wanted a vote for approval. Comm. Santorelli stated that there was a question regarding the Lockout Policy and that it was not in violation of the collective bargaining agreement. Comm. Nardiello never called back with his concerns.

MOTION made by Comm. Zullo to approve the Policies and Procedures presented by Captain DeLeo, seconded by Comm. Huber. All in favor 4-0.

NEW BUSINESS:

Comm. Zullo thanked Firefighter Mayti for polishing the pick-up truck for the parade and the two first aid squad members for decorating the firehouse.

Comm. Huber inquired about the status of the antenna, which Captain DeLeo is still working on.

TAXPAYER COMMENTS:

There were no taxpayer comments.

MOTION to enter Executive Session at 8:00 pm to discuss a personnel and legal issue, made by Comm. Zullo, seconded by Comm. Galvach. All in favor 4-0.

MOTION out of Executive Session at 8:25 pm.

EXECUTIVE SESSION:

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

MOTION to adjourn meeting at 8:26 pm made by Comm. Zullo, seconded by Comm. Galvach. All in favor 4-0.

Respectfully submitted,

Marianne DeSantis
Board Clerk

2:30 PM

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

2/07/15

ADD-ON BILLS

Accrual Basis

December 8, 2015

Date	Num	Name	Memo	Amount
Columbia - Voucher				
12/08/2015	28497	MIDDLESEX WATER COM...	Hydrant Service for November 2015	-12,320.80
12/08/2015	28498	MIDDLESEX WATER COM...	Hydrant Service for December 2015	-12,320.80
12/08/2015	28499	TOWNSHIP OF WOODBRI...	Fuel for First Aid Squad July 1, 2015 to September 31, 2...	-736.76
12/08/2015	28500	LIFE INSURANCE COMPA...	LIFE INSURANCE - 12/15/2015-01/14/2016 GL 009906	-941.05
12/08/2015	28501	AT&T	Account # 011-293-3370-001 732-636-0894	-56.21
12/08/2015	28502	Elizabethtown Gas	Account # 2202559020 - Firehouse 10/22/15-11/23/15	-152.42
12/08/2015	28503	MAX L. BROWN HARDWA...	Supplies	-29.85
12/08/2015	28504	MIDDLESEX WATER CO	ACCOUNT #2060200000 - Water Bill 08/25/15-11/20/15	-696.38
12/08/2015	28505	Racestar	Fuel - November 2015	-138.22
12/08/2015	28506	Staples Business Advantage	Acct# NYC 1054611 2016 Calendars	-48.57
12/08/2015	28507	Vaic	2014 LOSAP Contribution - Fire Company	-1,500.00
Total Columbia - Voucher				-28,941.06
TOTAL				-28,941.06

**BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2
BILL LIST**

2/03/15

November 3 through December 7, 2015

Date	Num	Name	Memo	Amount
Columbia - Voucher				
11/03/2015	28459	Allied 100 LLC	Battery Pack for AED	-180.00
11/03/2015	28460	Home News Tribune	Account #ASB-099468 - 2014 Audit Notice	-242.68
11/03/2015	28461	Staples Business Advantage	Acct# NYC 1054611 Crosley Kettle Desk Phone	-53.49
11/03/2015	28463	MIDDLESEX COUNTY FIRE ACA...	IMS I-400 H. Triantafillidis	-100.00
11/03/2015	28464	WEST HUDSON INDUSTRIES	2015 Retirement Plaque	-258.00
11/09/2015	28465	YIMY CRUZ	Hall Duty	-100.00
11/18/2015	28466	Community Safety Consultants	EMT Hybrid Class 2016-125 - Paul Deleo	-1,200.00
12/07/2015	28467	Approved Fire Protection Co	Service -4 Gas Monitor, H2S with Pump	-699.50
12/07/2015	28468	AT&T	Account # 011-293-3370-001 732-636-0894	-56.21
12/07/2015	28469	Comcast of New Jersey	Account #8499 05 340 0759643-Phone/Internet/TV	-405.92
12/07/2015	28470	Confires Fire Protection Service LLC	Recharge 15# CO2 Extinguisher	-37.00
12/07/2015	28471	Dave Matyi	Repaired Hose Line On Engine 2-2 Exhaust	-50.00
12/07/2015	28472	Elizabethtown Gas	Account # 2202559020 - Firehouse 09/22/15-10/22/15	-42.05
12/07/2015	28473	Fizer Plumbing & Heating	Repair of Kitchen Sink Drain Line	-125.00
12/07/2015	28474	Fords Fire District #7	Dispatch Service -December 2015	-5,520.25
12/07/2015	28475	FORDS MILL SUPPLY	Supplies	-63.98
12/07/2015	28476	Home News Tribune	Account #ASB-099468 - Budget Work Shop	-11.00
12/07/2015	28477	Jessica Rizitis	Website Maintenance - December 2015	-150.00
12/07/2015	28478	LAWN DOCTOR	Customer#795791 - Mowing/Leaf Cleanup	-59.00
12/07/2015	28480	MIDDLESEX COUNTY FIRE ACA...	Fire Department Drill 10/29/15 Bldg 4	-236.00
12/07/2015	28481	NAPA Auto Parts of Colonia	Supplies-Windshield WSAs & Antifreeze	-47.32
12/07/2015	28482	PSE&G	ELECTRIC BILL	-925.00
12/07/2015	28483	Racestar	Fuel - October 2015	-77.00
12/07/2015	28484	Silent Companion Corp	Account #F-2012 Annual Fire Monitoring Fee & Control & Radi...	-150.00
12/07/2015	28485	Witmer Public Safety Group	2-Ringers Barrier Gloves	-288.85
12/07/2015	28486	Confires Fire Protection Service LLC	Recharge "D" & 110cu Oxygen Cylinder	-77.85
12/07/2015	28487	Witmer Public Safety Group	6-Ringers Barrier Glove, 4-Safety Vest	-667.56
12/07/2015	28488	Witmer Public Safety Group	3-Ringer Gloves, 3-Safety Vest	-338.01
12/07/2015	TEPS	New Jersey State Health Benefits ...	Retiree Health Benefits & Prescription Coverage - December 2...	-1,218.09
12/07/2015	TEPS	New Jersey State Health Benefits ...	Health Benefits & Prescription Coverage - December 2015 ID...	-20,240.62
12/07/2015	28489	Allied 100 LLC	Battery Pack for AED	-180.00
12/07/2015	28490	EHRlich	Commercial Pest General Maintenance Service - Cust# 23899...	-61.00
12/07/2015	28491	NAPA Auto Parts of Colonia	Supplies-Absorbent	-79.90
12/07/2015	28492	Woodbridge Fire District #1	REMBURSEMENT-VISION/DENTAL December 2015	-1,896.13
12/07/2015	28493	Woodbridge Fire District #1	Reimbursement - Fuel -June 2015 to November 2015	-1,199.54
12/07/2015	28494	Maria Bucsanszky, E.A	Monthly Fee - December 2015	-2,333.25
12/07/2015	28495	Maria Bucsanszky, E.A	2015 LOSAP Administration	-500.00
Total Columbia - Voucher				-39,870.20
TOTAL				-39,870.20

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

December 7, 2015

Treasurer's Report

BEGINNING BALANCE	\$ 585,263.46
Deposits	465,582.75
Interest	166.16
Payroll	(88,788.52)
Payroll Tax/Adjustments/Transfers	1,736.95
Disbursements for the Month	<u>(39,870.20)</u>
ENDING BALANCE	\$ 924,090.60

RESOLUTION
 BOARD OF FIRE COMMISSIONERS
 FIRE DISTRICT NO. 2

WHEREAS, the Treasurer of Fire District No. 2 reports that certain 2015 budget appropriations have insufficient balances to meet the 2015 expenditures, and

WHEREAS, certain other budget expenditures have balances in excess of their needs, now therefore,

BE IT RESOLVED that upon recommendation from the Treasurer and in accordance with NJSIA 40A:14-78.9, that transfers from budget line items with excesses be authorized to budget items with insufficient balances.

From		To	
H-01-02/Unemployment	\$ 1,000.00	G-01-F/Firefighters	\$ 6,500.00
H-01-07/Life Insurance	2,000.00	H-03-01/Fire Hydrants	1,900.00
H-21-01/Dress/Work Uniforms	2,000.00	H-25-01/Office Supplies	500.00
H-23-03/Firefighting Gear	2,000.00	H-26-05/Truck Repair	2,000.00
H-24-05/Utilities-Gas	1,000.00	H-24-04/Utilities-Water	<u>100.00</u>
H-26-07/Pump, Generator	900.00		
H-23-02/Fire Equipment	<u>2,100.00</u>		
TOTAL	\$ <u>11,000.00</u>	TOTAL	\$ <u>11,000.00</u>

MOTION to accept resolution made by Comm. Zullo, seconded by Comm. Huber, all in favor.

Robert Santorelli, President	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	
Louis V. Nardiello, Vice Pres	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<i>Absent</i>
Kenneth Galvach, 2 nd V.P.	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	
Lewis Huber, Treasurer	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	
Joseph Zullo, Secretary	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	

Adopted, December 7, 2015

Date

Lewis Huber, Treasurer _____

RESOLUTION

BOARD OF FIRE COMMISSIONERS

FIRE DISTRICT NO. 2

WHEREAS, NJS 40A: 14-78.17 provides that where any contract, commitment or payments are to be made prior to the adoption of the budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided: and

WHEREAS, the date of this resolution is prior to January 15, 2016; and

WHEREAS, the total appropriations on the 2015 budget exclusive of any appropriations made for interest and debt redemption charges and capital improvements, is the sum of \$1,906,314; and

WHEREAS, fourteen percent of the total appropriations in the 2015 budget, exclusive of any appropriations made for interest and debt redemption charges and capital improvement fund in said 2015 budget is the sum of \$ 266,884;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners of the Township of Woodbridge, Fire District No. 2, that the temporary 2016 budget be approved in the amount of \$ 266,884.

ROLL CALL VOTE: -----	YES -----	NO -----	ABSENT -----
Robert Santorelli, President	×		
Kenneth Galvach, Vice President	×		×
Louis V. Nardiello, 2 nd Vice-Pres			
Lewis Huber, Treasurer	×		
Joseph Zullo, Secretary	×		

Dated: December 7, 2015

Joseph Zullo, Secretary

2016 FIRE DISTRICT BUDGET RESOLUTION

Woodbridge Township Fire District No. 2

FISCAL YEAR: January 1, 2016 to December 31, 2016

WHEREAS, the Annual Budget for the Woodbridge Township Fire District No. 2 (the "Fire District") for the fiscal year beginning January 1, 2016 and ending December 31, 2016 has been presented before the Board of Commissioners of the Fire District at its open public meeting of December 7, 2015; and

WHEREAS, the budget as introduced is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et. seq.); and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 1,988,834, which includes an amount to be raised by taxation of \$ 1,891,655, and Total Appropriations of \$ 1,988,834; and

WHEREAS, the amount to be raised by taxation to support the district budget shall be the amount to be certified to the assessor of the municipality to be assessed against the taxable property in the district, pursuant to N.J.S.A. 40A:14-79. Such amount shall be equal to the amount of the total appropriations set forth in the budget minus the total amount surplus and miscellaneous revenues set forth in the budget; and

WHEREAS, in calculating the amount to be raised by taxation, the Fire District has taken into account the assessed valuation of taxable property in the Fire District;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District, at an open public meeting held on December 7, 2015 that the Annual Budget, including all related schedules, of the Fire District for the fiscal year beginning January 1, 2016 and ending December 31, 2016 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the Fire District's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the Board of Commissioners of the Fire District will consider the Annual Budget for adoption on January 4, 2016.

(Secretary's Signature)

December 7, 2015
(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Robert Santorelli	X			
Kenneth Galvach	X			
Louis V. Nardiello				X
Lewis Huber	X			
Joseph Zullo	X			

Port Reading Fire Department



Captain's Report- October 30th - December 2nd 2015

Engine 2-1

10-30-15 ODP Flushed Tank and Pump for precautionary measures after use at MCFA

11-13-15 1150 ODP replaced battery in handlight. #892459

1545 FF Pereira with Volunteer crew assisted District #4 Keasbey Fire with a pre-arranged, pre-authorized standby.

Engine 2-2

11-07-15 Air brakes slow to disengage. Will monitor closely.

11-14-15 ODP completed washing of apparatus and could not get engine started. Notified Captain who notified Comm. Galvach. Contacted Absolute who called and assisted ODP with emergency start up by bypassing wet solenoid believed to be the problem. Engine has started without issue since.

11-17-15 0845 Kaldor Lighting here installing new LED lightbar.

1540 Kaldor unable to complete installation. Will be attempting to changeout individual bulbs with LED's. Will advise.

Engine 2-3

11-13-15 1130 ODP Added 3 CBRN Air Packs to Cab.

1215 Fire One, (contracted by Buckeye Pipeline), here doing annual pump test.

1445 pump test complete. Passed.

11-15-15 FF Rasimowicz and Fire Company members off loaded 3M 3-6% foam at Buckeye Pipeline.

11-16-15 Brought to Absolute Fire Protection for full Foam Pump and Tank Flush.

11-19-15 FF Holloway and FF Matyi brought back and continued flush of all discharges and foam and tank flush.

11-20-15 Loaded foam tank with all reserve Universal Gold in stock. Approximately 250 gallons. Made contact with Buckeye personnel to provide an immediate additional 100 gallons. Currently on order.

1300 ODP replaced all hose on bed.

Support Pick-up 2-3-4

11-13-15 1220 Found rear tire extremely low. Notified Commissioner Galvach. Went to Danny's Automotive to have it plugged. No Charge.

Chief's vehicle 2-3-1

Ambassador 1000 by 6000 GPM Hydro Chem/Foam Trailer

11-15-15 Placed in Center bay West avenue side adjacent to Hose Trailer.

11-17-15 ODP Color coded all stinger tubes, pick up tubes and Jet Pumps.

Buildings and Grounds

10-30-15 0830 Confires here checking Oxygen supplies. Returned recharged Carbon Dioxide Extinguisher depleted from Fire Prevention Education Program.

1700 Maria delivered large envelope for Commissioner Nardiello

10-31-15 0732 ODP Made all proper notifications and documentations to County Fire Officials of Confined Space Entry work being performed at 750 Cliff Road Buckeye Partners Facility.

11-1-15 1000 Hall being set up for pending party

1300-1800 Hall being used for party. FF Cruz on hall duty.

11-2-15 0730 ODP Made all proper notifications and documentations to County Fire Officials of Confined Space Entry work being performed at 750 Cliff Road Buckeye Partners Facility.

1900-2030 Fire Commissioner Meeting in Hall.

11-3-15 1145 Ford's Mill of light bulbs.

11-04-15 0800ODP Made all proper notifications and documentations to County Fire Officials of Confined Space Entry work being performed at 750 Cliff Road Buckeye Partners Facility.

11-06-15 1845 Hall being set up for class to be held on 11-07-15.

11-07-15 Hall being used for class.

ODP washed all apparatus, vehicles and garage bay floors

11-08-15 0650 ODP Made all proper notifications and documentations to County Fire Officials of Confined Space Entry work being performed at 750 Cliff Road Buckeye Partners Facility.

11-09-15 1110 Lawn Doctor here applying fertilizer to lawns. *May prove ineffective due to application on top of large amounts of fallen leaves.

1500 Ehrlich Pest Control performing monthly maintenance check.

1510 Delivery from NAPA auto parts SAE-30 Motor oil, Washer Fluid and Coolant for Engine 2-2. (stock)

1930 Fire Company Meeting in hall.

11-10-15 0645 ODP Made all proper notifications and documentations to County Fire Officials of Confined Space Entry work being performed at 750 Cliff Road Buckeye Partners Facility.

1300 ODP filled one SCBA cylinder for Woodbridge Fire District #1.

1330 Delivery of supplies from Fords Mill

11-12-15 ODP filled 2 SCBA Cylinders for Fire District #1

11-13-15 Woodbridge Police Department Using hall for DV and Use of Force class.

11-17-15 1110 Fizer plumbing here working on kitchen sink leak problem as per Comm Huber.

1700 Found exhaust hose for Engine 2-2 separating. FF Matyi repaired.

2010 ODP replaced 4 bulbs in garage bay.

11-18-15 ODP did all lawn maintenance.

1730-2130 Hall being used - Police training.

11-19-15 ODP Hung SCBA Brackets on garage bay wall near flammable storage cabinet.

11-20-15 Hall being used for Police training class.

11-21-15 0716 Found First Aid squad office door left open.

0730 Hall being used for Police training class.

0935 Building generator checked. Fluids okay. 526.2 hours to date.

1115 MVA on West avenue was discovered with Carteret Fire Department Ambulance attending. No dispatch of District Fire Rescue services or First Aid services was received. Woodbridge Police on location.

1200 All apparatus and bay floors washed.

11-23-15 0900 Hall being used for Police training class.

NAPA delivered speedy dry.

11-24-15 Delivery received from Ford's Mill Supply

Hall being used for Police Promotional company 1550-2205

11-25-15 Notified Comm Zullo of unauthorized hall used on 11-24-15.

Received delivery from Staples of Calendars for 2016.

1200 Authorized FF Delibero to use 2-3-4 to assist PRFAS in disposing of old lockers at township dump site.

11-28-15 Building Generator checked. Fluids Okay. 526.8 hours to date.

11-29-15 Advised of employee tripping into wall in bunk room and making small hole in wall. No injury. Involved employee will be making repairs.

11-30-15 Advised by training officers of the Woodbridge Police Department of upcoming training dates in our hall. Nothing on calendar. Checked for conflicts. Being none Captain penciled them in. Captain will follow up with Commissioner Zullo about discrepancy.

12-01-15 WPD traffic picked up FA-14 and 15 for repairs.

0900 Woodbridge Police Department using hall for training.

1250 AED Battery received for Heartsream Semi-AED 2-3.

12-02-15 ODP Made all proper notifications and documentations to County Fire Officials of Confined Space Entry work being performed at 750 Cliff Road Buckeye Partners Facility.

0900-1600 Woodbridge Police Department using hall for training.

Training

11-04-15 ODP went to Colonial Pipeline 400 Blair Road to Pre-plan for Full Surface Tank fire drill.

11-15-15 Career and Volunteer Personnel attended Large Scale full surface tank fire drill at Colonial Pipeline. Woodbridge Fire Department also attended. Middlesex Water Company notified and had a representative in attendance. ***Middlesex County Fire Marshall's Office was notified and invited- No one from that office replied or attended.*** Councilmen Ficarra, Spillar, MAC-1 Bill Higgins and Commissioner Zullo all attended. Drill simulation was successful and all appropriate flows and foam proportion simulations were attained. 0845-1200.

11-18-15 ODP trained on the operations of New Ambassador Deluge Gun

Fuel

11-04-15 Engine 2-1 added 22.4 Gallons

11-05-15 Engine 2-2 added 22.3 Gallons

11-08-15 Engine 2-3 added 13.3 Gallons

11-16-15 Engine 2-215.6 Gallons of Unleaded

11-16-15 Engine 2-3-4 added \$32.00 of Unleaded

11-20-15 Engine 2-3 added 19.5 Gallons

Equipment

11-04-15 New Four way Max gas detection meter arrived and put in service.

11-11-15 ODP and FF Matyi loaded newly purchased 7.25 inch supply hose in box trailer at Colonial pipeline. Will be remaining at 400 Blair Road.

11-12-15 1330 New Jersey Fire Equipment took 4 SCBA packs and 5 cylinders for testing (Shared Commodity with Buckeye.

11-23-15 New wheel crank handle purchased at Home Depot and installed on hose trailer by ODP.

12-02-15 Received new battery for Thermal Imaging Camera via UPS from AGT battery supply.

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	12-2-14

Inoperable portable pump	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

There has been no further progress at this time.

Faithfully Submitted,

Captain Paul DeLeo

Port Reading Fire Department



Captain's Report- December 3rd – December 31st 2015

Engine 2-1

Engine 2-2

FF Terebetsky ordered proper LED replacement bulbs for emergency lighting.

Engine 2-3

12-7-15 1015 Exhaust hose separated upon exiting bay.

1630 FF Matyi repaired exhaust hose.

Support Pick-up 2-3-4

Chief's vehicle 2-3-1

Ambassador 1000 by 6000 GPM Hydro Chem/Foam Trailer

12-06-15 Brought to Holiday Parade.

Buildings and Grounds

12-03-15 1505 ODP went to 1009 Pro-Logis Way for updating access hardware in Knox Box.

12-04-15 0745 ODP made all proper notifications via Middlesex County Sheriff's Dept. and Fax to County Fire Marshall's office of confined space entry work at 750 Cliff Road.

0800 Police Promotional Class here using hall.

12-05-15 0730 Police Promotional Class here using hall. Not on watchroom calendar. Notified Commissioner Zullo.

12-06-15 Fire Company took Pick up 2-3-4 and HG-1 to Woodbridge Township Holiday Parade.

12-07-15 0715 Captain DeLeo attended meeting @ Middlesex Water Company in Iselin with reference to hydrant discrepancy at 1110 Pro-Logis Way. Topic of the meeting is the yard hydrants in open lot near Coal Dump Port and Conrail Yard. Fire Official Small Notified.

0805-1600 Woodbridge Police Department using hall for training.

1930 Commissioners Meeting in hall.

12-08-15 0800-1400 Woodbridge Police training in hall.

1900-2100 Relief and Exempts meeting in hall followed by holiday party.

12-09-15 Woodbridge Police using hall for training.

12-11-15 0815-0930 Commercial Kitchen Cleaning here cleaning stove and oven exhaust hood. Company left the stove and kitchen area soiled. ODP notified Captain who notified Commissioner Zullo.

0800 Police Promotional Class here using hall.

0900 Kal-Dor Emergency Lighting here to change bulbs in light bar as per previous inability to install purchased LED light bar. Technician brought the wrong type of LED Bulbs. Captain advised and notified company to cancel any future involvement on this project from Kal-Dor. Captain will use another company for work.

1730-1900 ODP and Fire Company provided Santa Ride parade for the residents of District #2.

1900-2130 ODP and Fire Company provided pictures with Santa at Fire Station #2.

12-12-15 0800 Hall being used for Promotional Class. Not on Watchroom Calendar. Commissioner Zullo notified.

1520 Commercial Kitchen Cleaning Co. back here cleaning up the soiling that they made by cleaning the hood on 12-11-15.

12-14-15 1200 Confires here testing the hood fire suppression system.

1930 Fire Company meeting in hall

Posted Port Reading Fire District Election notice in fire station as per Accountant's request.

12-16-15 Police Promotional Class here using hall. Not on Watchroom calendar. Commissioner Zullo advised

12-17-15 0840 12 year old Juvenile walked to station #2 from school bus due to missing the school bus. ODP contacted Avenel Middle School to try to make Parental notification. School was unable to reach Parent. ODP advised Police Department who transported juvenile to Avenel Middle School.

0900-1300 Woodbridge Police Training in hall.

1145 Confires here for First Aid Squad service.

1300 Commissioner Huber, Operations Manager Nisky, Architect and Captain met to finalize materials for building improvements.

12-18-15 0830 Woodbridge Police here using hall.

1730 Commissioner Zullo here using hall.

12-19-15 All apparatus washed and bay floors cleaned.

1500 Fire Company setting up for upcoming party.

12-23-15 ODP met with Brandenburg Contractor at PSEG Generating station for planning access during upcoming construction.

1400 Sensor bracket broken on PRA first aid garage door. Remounted by ODP.

12-26-15 ODP Washed all apparatus and bay floors

12-28-15 ODP Lowered Flag and changed Signs in Memoriam to Ex-Chief John Kalina and FF Leo Trotto as per Commissioner Zullo.

12-29-15 Received Call from Comm Nardiello to correct "Leo" to "John" Trotto.

12-30-15 ODP met with ProLogis representative to go over hydrant situation at 1110 Prologis way.

0745 ODP made all proper notifications via Middlesex County Sheriff's Dept. and Fax to County Fire Marshall's office of confined space entry work at 750 Cliff Road.

1145 ODP Forwarded Exempt Firemen's Association check to Ex-Chief John Kalina's Next of Kin.

12-31-15 0730 ODP made all proper notifications via Middlesex County Sheriff's Dept. and Fax to County Fire Marshall's office of confined space entry work at 750 Cliff Road.

Training

12-09-15 ODP went to Buckeye Pipeline and met with Wayne Jacobs to train on Fixed Fire Pumps Operations.

Fuel

12-03-15 Engine 2-1 added 16.5 Gallons

12-06-15 Engine 2-3-4 added \$30.00 worth of Fuel

12-07-15 Engine 2-2 added 27.5 Gallons

12-14-15 Engine 2-2 added 22.4 Gallons

12-30-15 Engine 2-2 added 30.5 Gallons

1500 Support Pick up 2-3-4 added 20.6 Gallons of Unleaded

Equipment

12-10-15 1130 Confires here for First Aid Equipment Service.

1230 NJ Fire Equipment returned SCBA Shared with Buckeye pipeline for hydrostatic bench test.

12-16-15 ODP Found Bank #3 of the SCBA refilling station totally empty. Called air power for service.

12-17-15 1230 Air power came to service SCBA refilling station. They found one leaking air hose and replaced.

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

There has been no further progress at this time.

Faithfully Submitted,

Captain Paul DeLeo

11:16 PM

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

ADD-ON BILLS

11/04/16

January 5, 2016

Accrual Basis

Date	Num	Name	Memo	Amount
Columbia - Voucher				
01/05/2016	28532	JOSEPH ZULLO	Reimbursement - Gift Card for Chief Jeff Kotuski	-100.00
Total Columbia - Voucher				-100.00
TOTAL				-100.00

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

BILL LIST

December 8, 2015 through January 4, 2016

2/31/15

Date	Num	Name	Memo	Amount
Columbia - Voucher				
12/08/2015	28497	MIDDLESEX WATER COMPANY	Hydrant Service for November 2015	-12,320.80
12/08/2015	28498	MIDDLESEX WATER COMPANY	Hydrant Service for December 2015	-12,320.80
12/08/2015	28499	TOWNSHIP OF WOODBRIDGE.	Fuel for First Aid Squad July 1, 2015 to September 31, 2015	-736.76
12/08/2015	28500	LIFE INSURANCE COMPANY OF ...	LIFE INSURANCE - 12/15/2015-01/14/2016 GL 009906	-941.05
12/08/2015	28501	AT&T	Account # 011-293-3370-001 732-636-0894	-56.21
12/08/2015	28502	Elizabethtown Gas	Account # 2202559020 - Firehouse 10/22/15-11/23/15	-152.42
12/08/2015	28503	MAX L. BROWN HARDWARE CO...	Supplies	-29.85
12/08/2015	28504	MIDDLESEX WATER CO	ACCOUNT #2060200000 - Water Bill 08/25/15-11/20/15	-696.38
12/08/2015	28505	Racestar	Fuel - November 2015	-138.22
12/08/2015	28506	Staples Business Advantage	Acct# NYC 1054611 2016 Calendars	-48.57
12/08/2015	28507	Vallc	2014 LOSAP Contribution - Fire Company	-1,500.00
01/04/2016	28508	Ed Sales and Rentals LLC	1 48" Decorated Wreath	-149.00
01/04/2016	28509	EHRlich	Commercial Pest General Maintenance Service - Cust# 238998-...	-61.00
01/04/2016	28510	FORDS MILL SUPPLY	Supplies	-352.57
01/04/2016	28511	Home Depot Credit Services	Account #6035 3225 4098 2968 Supplies	-90.81
01/04/2016	28512	KALDOR	RX2700 LED Lightbar 58"Long	-1,367.60
01/04/2016	28513	Maria Bucsanszky, E.A	Monthly Fee - January 2016	-2,333.25
01/04/2016	28514	Stone Mountain Printing	15 - Policy & Directives Booklets	-114.90
01/04/2016	28515	Comcast of New Jersey	Account #8499 05 340 0759643-Phone/Internet/TV	-408.58
01/04/2016	28516	FORDS MILL SUPPLY	Supplies	-64.98
01/04/2016	28517	Home News Tribune	Account #ASB-099468 - 2016 Election Meeting	-19.80
01/04/2016	28518	FORDS MILL SUPPLY	Supplies	-45.00
01/04/2016	28519	Home News Tribune	Account #ASB-099468 - 2016 Budget Meeting	-13.64
01/04/2016	28520	Central Joint Insurance Fund	Fire District #2 - Liability & Workers Comp Insurance - Installme...	-21,098.06
01/04/2016	28521	Jessica Rizitis	Website Maintenance - January 2016	-175.00
01/04/2016	28522	Fords Fire District #7	Dispatch Service - January 2016	-5,520.25
01/04/2016	28523	Woodbridge Fire District #1	Reimbursement - Vision/Dental - January 2016	-1,896.13
01/04/2016	TEPS	New Jersey State Health Benefits ...	Health Benefits & Prescription Coverage - January 2016 ID#146...	-22,757.82
01/04/2016	TEPS	New Jersey State Health Benefits ...	Retiree Health Benefits & Prescription Coverage - January 2016 ...	-1,283.63
01/04/2016	28524	AGT Battery Supply	1 - Bullard Battery	-48.63
01/04/2016	28525	PSE&G	ELECTRIC BILL	-1,038.91
01/04/2016	28526	MIDDLESEX WATER COMPANY	Hydrant Service for January 2016	-12,323.73
01/04/2016	28527	Airpower International Inc	Hose Replaced	-212.40
01/04/2016	28528	Commercial Kitchen Cleaning Inc	Kitchen Exhaust Maintenance Service	-454.00
01/04/2016	28529	Confires Fire Protection Service LLC	1 - Ansul 3 Gal System Inspected	-174.70
01/04/2016	28530	LIFE INSURANCE COMPANY OF ...	LIFE INSURANCE - 01/15/2016-02/14/2016 GL 009906	-941.05
01/04/2016	28531	UNITED STATES LIFE INSURANC...	Policy #G232321 LIFE INSURANCE 01/07/16 - 4//6/16	-688.20
Total Columbia - Voucher				-102,574.70
TOTAL				-102,574.70

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

January 4, 2016

Treasurer's Report

BEGINNING BALANCE	\$ 924,090.60
Deposits	3,154.35
Interest	75.63
Payroll	(76,343.45)
Payroll Tax/Adjustments/Transfers	5,792.88
Disbursements for the Month	<u>(102,574.70)</u>
ENDING BALANCE	\$ 754,195.31

Township of Woodbridge Fire District No.2
Township of Woodbridge
County of Middlesex, New Jersey

Resolution to Amend the 2016 Approved Budget

WHEREAS, the Woodbridge Township Fire District No. 2 has approved the 2016 District Budget on December 7, 2015, and

WHEREAS, the Woodbridge Township Fire District No. 2 finds it necessary to amend the 2016 approved District Budget, as follows:

	<u>From</u>	<u>To</u>
REVENUES AND FUND BALANCE UTILIZED		
Fund Balance Utilized		
Unrestricted Fund Balance	<u>\$51,523.00</u>	<u>\$49,917.00</u>
Total Fund Balance	<u>51,523.00</u>	<u>49,917.00</u>
Total Revenues Offset with Appropriations	<u>39,500.00</u>	<u>41,106.00</u>
Total Revenues and Fund Balance	<u>1,988,834.00</u>	<u>1,988,834.00</u>
Total Anticipated Revenues	<u>\$1,988,834.00</u>	<u>\$1,988,834.00</u>

WHEREAS, the Woodbridge Township Fire District No. 2 desires to amend the approved 2016 Budget as a result adjusted revenues offset with appropriations.

NOW, THEREFORE BE IT RESOLVED, by the Commissioners of the Woodbridge Township Fire District No. 2 that the approved 2016 District's Budget is hereby amended as detailed above, and

BE IT FURTHER RESOLVED, that the Board Secretary is hereby directed to submit a copy of this amendment resolution to the Director of Local Government Services, Bureau of Authority Regulation for approval as part of the District's 2016 budget.

Secretary

January 4, 2016
Date

2016 ADOPTED BUDGET RESOLUTION

Woodbridge Township Fire District No. 2

FISCAL YEAR: January 1, 2016 to December 31, 2016

WHEREAS, the Annual Budget for the Woodbridge Township Fire District No.2 (the "Fire District") for the fiscal year beginning January 1, 2016 and ending December 31, 2016, has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of January 4, 2016; and

WHEREAS, the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the adopted budget is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et. seq.); and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$1,988,834.00, which includes amount to be raised by taxation of \$1,891,655.00, and Total Appropriations of \$1,988,834.00; and

WHEREAS, an election shall be held annually on the third Saturday of February in each established fire district to determine the amount to be raised by taxation for the ensuing year;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District at an open public meeting held on January 4, 2016 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2016 and ending December 31, 2016, is hereby adopted and, shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$1,988,834.00, which includes amount to be raised by taxation of \$1,894,655.00, and Total Appropriations of \$1,988,834.00.

BE IT FURTHER RESOLVED, that the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

BE IT FURTHER RESOLVED, that an annual election shall be held on the third Saturday of February to determine the amount to be raised by taxation for the ensuing year. The results of which shall be subsequently certified to the Division and the Municipal Assessor.

(Secretary's Signature)

January 4, 2016
(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Robert Santorelli	✓			
Kenneth Galvach	✓			
Louis V. Nardiello	✓			
Lewis Huber	✓			
Joseph Zullo	✓			

RESOLUTION
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2

WHEREAS, the Treasurer of Fire District No. 2 reports that certain 2015 budget appropriations have insufficient balances to meet the 2015 expenditures, and

WHEREAS, certain other budget expenditures have balances in excess of their needs, now therefore,

BE IT RESOLVED that upon recommendation from the Treasurer and in accordance with NJSA 40A:14-78.9, that transfers from budget line items with excesses be authorized to budget items with insufficient balances.

From		To	
H-10-05/Legal	\$ 2,000.00	G-01-R/Overtime	\$ 5,800.00
H-21-01/Dress/Work Uniforms	3,000.00	H-25-01/Office Supplies	<u>100.00</u>
H-23-02/Fire Equipment	<u>900.00</u>		
 TOTAL	 \$ <u>5,900.00</u>	 TOTAL	 \$ <u>5,900.00</u>

MOTION to accept resolution made by Comm. LN, seconded by Comm. BJ, all in favor.

- | | | |
|---------------------------------------|--------------|--------|
| Robert Santorelli, President | <u>X</u> Yes | ___ No |
| Louis V. Nardiello, Vice Pres | <u>X</u> Yes | ___ No |
| Kenneth Galvach, 2 nd V.P. | <u>X</u> Yes | ___ No |
| Lewis Huber, Treasurer | <u>X</u> Yes | ___ No |
| Joseph Zullo, Secretary | <u>X</u> Yes | ___ No |

Adopted, January 4, 2016

Date

Lewis Huber, Treasurer _____