

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

The Board Clerk read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of January 2, 2018 was called to order by Commissioner Nardiello at 7:30 pm. All five Commissioners were present: Comm. Nardiello, Comm. Huber, Comm. Zullo and Comm. Galvach and Comm. Santorelli. Operations Manager Nisky was present. Board Accountant Bucsanszky was present. Board Attorney's Jim Pagliuca and Andrew Chambarry were present. Captain DeLeo was present. Board Clerk Marianne DeSantis was present.

Comm. Nardiello stated that our former Board Attorney Tom Buck has been appointed a Superior Court judge and wished him well.

Comm. Nardiello introduced our new counsel from Gill & Chamas, Andrew Chambarry and Jim Pagliuca and stated that we look forward to working with them.

Reviewed minutes from the December 4 meeting.

Comm. Nardiello inquired about the ten masks, which Captain DeLeo stated that he still needs to get in touch with the vendor.

MOTION to accept the December 4, 2017 meeting minutes made by Comm. Huber and seconded by Comm. Zullo. All in favor 5-0.

**TREASURER'S REPORT**

Balance	\$ 1,151,044.99
Deposits	\$ 7,166.90
Interest	\$ 127.60
Payroll	\$( 80,722.61)
Payroll Tax/Adjustments	\$ 7,803.80
Disbursements for the Month	<u>\$( 55,671.13)</u>
Ending Balance	\$ 1,029,749.55

Comm. Nardiello inquired if this report included pension payments, which Board Accountant Bucsanszky confirmed that it did.

MOTION to accept Treasurer's Report made by Comm. Zullo, seconded by Comm. Huber. All in favor 5-0.

**BILLS TO BE PAID:** \$55,671.13

Comm. Zullo will not be voting on Bill #29323 for "Jessica Rizitis".

There was an Add-on bill in the amount of \$258.00 for "The Hartford Group."

MOTION to pay the December bills made by Comm. Zullo, seconded by Comm. Santorelli. All in favor 5-0.

Comm. Galvach inquired about the high Comcast bill, which Board Accountant Bucsanszky indicated the bill includes TV, internet and phone. Comm. Zullo suggested re-negotiating the contract when the time comes, which the Board Accountant will look into.

Fire Official, Brian Small, requested to speak to the Board in Executive Session at 7:37 pm. There were no objections from the Board. Out of Executive Session at 7:40 pm.

Matters discussed was a donation from a vendor of a new Ford Explorer truck for the Chief of the volunteer fire company. The Board would be responsible for the lettering. All in favor 5-0.

#### **CAPTAIN'S REPORT:**

Captain DeLeo wished everyone a Happy New Year and congratulated the new Chief Harry Triantafillidis.

Captain DeLeo stated that Firefighters Terebetsky and Pereira will be given awards at the Council Chambers on 1/23 at 6:00pm, for their outstanding job pulling the driver from a over turned tractor trailer on Prologis Way. Captain DeLeo stated that this is a great honor and they acted valiantly, as they did with the District 5 warehouse fire, which we were an integral part of.

Captain DeLeo stated that all went well with the 12/3 Holiday Parade.

Captain DeLeo gave an update on the building construction.

Captain DeLeo reported that at the JIF Meeting it was discussed that they need to have 6 more high visibility vests for each engine, totaling 18 vests. Operations Manager Nisky will look into the vests through Emergency Management.

Captain DeLeo reported on training on low pressure air bags and stated that Super Saturday will be on 1/23/18 at 8:00 am. Steve Weber will be conducting CPR training.

Captain DeLeo requested authorization for overtime for Super Saturday.

MOTION made by Comm. Santorelli to approve overtime for 1/23 Super Saturday, seconded by Comm. Zullo. All in favor 5-0.

Captain DeLeo reminded the Board that a committee needs to be formed to discuss the direction of the new engine.

Captain DeLeo stated that we need to revisit boat training. Operations Manager Nisky reported that the State Police did get back to him over the holiday and it may be restricted to law enforcement.

MOTION made by Comm. Santorelli to accept Captain's report, seconded by Comm. Zullo. All in favor 5-0.

### **CHIEF'S REPORT:**

Comm. Nardiello welcomed the new Chief, Harry Triantafillidis who has been with the company for 7 years and has made the town proud.

Chief wished everyone a Happy New Year.

Chief reported 36 calls for the month of December and 280 calls for the year.

Chief reported that Engine 2-3-1 will come back to firehouse as extra support vehicle and that he will be using Engine 2-3-6. Chief requested permission to use Engine 2-3-1 during snow storms. Chief and Comm. Galvach spoke about front end work and other work that needs to be done.

Comm. Zullo congratulated the Chief and stated that he worked very hard to get where he is today.

MOTION made by Comm. Zullo to accept Chief's report, seconded by Comm. Huber. All in favor 5-0.

### **FIRE OFFICIALS REPORT:**

Assistant Fire Official Triantafillidis reported that all of the inspections are done for 2017 and the annual report is being filed.

Assistant Fire Official stated that they will be starting inspections for the new year next week.

MOTION to accept Fire Officials Report made by Comm. Santorello, seconded by Comm. Huber. All in favor 5-0.

### **UNFINISHED BUSINESS:**

Comm. Galvach gave an overview of the D'Orsi's Bakery request of six parking spots for our new attorney's. Board Attorney Pagliuca will contact Tom Buck for status.

Comm. Santorelli reported that they have reached an agreement with the Firefighters Union and will discuss in Executive Session.

Comm. Nardiello inquired about the status of the rescue boat.

**NEW BUSINESS:**

Comm. Galvach wished everyone a happy and healthy new year and wishing the best for 2018.

Comm. Zullo reported that he received the 2018 hall rental calendar from the Captain and filled it out on his end. Comm. Zullo stated if anyone needs a date for the hall to let him or Comm. Huber know.

Comm. Zullo thanked everyone for all they have done this past year and welcomed the new attorney's. Comm. Zullo stated that he is looking forward to the new Chief vehicle which is long overdue.

Comm. Nardiello suggested sending a letter to former Board Attorney Tom Buck, thanking him for his many years of service to the Board and to congratulate him on his new appointment.

Comm. Nardiello inquired about the status of the election service contract, which Board Account Maria Bucsanszky stated has been signed and submitted.

**TAXPAYER COMMENTS:**

There were no taxpayer comments.

The Board Clerk read the Resolution authorizing transfers from budget line items with excesses to be authorized to budget items with insufficient funds totaling \$6,225.00.

MOTION made by Comm. Santorelli to accept the Resolution authorizing transfers from budget line items with excesses to be authorized to budget items with insufficient funds totaling \$6,225.00, seconded by Comm. Zullo.

**ROLL CALL VOTE:**

Comm. Nardiello – Yes

Comm. Huber – Yes

Comm. Zullo – Yes

Comm. Galvach – Yes

Comm. Santorelli - Yes

The Board Clerk read the annual budget for the Woodbridge Township Fire District 2 for the fiscal year beginning January 1, 2018 and ending December 31, 2018, which includes amount to be raised by taxation of \$2,024,952 and total appropriations of \$2,124,171.

Prior to the vote Comm. Nardiello expressed his concerns regarding enhancing staffing for the safety of our firefighters and the residents. Comm. Nardiello inquired if they could legally have a hearing and special referendum at some point during the year and if the taxpayer's knock it down then so be it. Comm. Nardiello indicated that he will be voting "no" on the proposed budget to bring light to the situation, but will vote yes in February and that this is a protest vote.

Comm. Santorelli stated for clarity that Comm. Nardiello had the opportunity to discuss this during Budget Workshops and that perhaps there are other avenues they can pursue. Comm. Galvach indicated that he and Comm. Santorelli have met with the union discussing these issues.

**ROLL CALL VOTE:**

Comm. Nardiello – No  
Comm. Galvach – Yes  
Comm. Huber – Yes  
Comm. Zullo – Yes  
Comm. Santorelli - Yes

MOTION made by Comm. Zullo to enter Executive Session at 8:07 pm, seconded by Comm Zullo. All in favor 5-0.

MOTION out of Executive Session at 8:20 pm.

**EXECUTIVE SESSION:**

Matters discussed during Executive Session were personnel matters, including certifying the Captain list and promoting Firefighter Fritsch to Acting Captain. Also, the Contract has been settled.

Comm. Zullo stated that he is trying to coordinate a Holiday Party for all departments at Center Bar in Port Reading on 1/13 at 6:00 pm and if they can get him a head count asap. Details will follow.

MOTION made by Comm. Zullo to adjourn meeting at 8:22 pm, seconded by Comm. Santorelli. All in favor 5-0.

Respectfully submitted,

Marianne DeSantis  
Board Clerk

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

January 2, 2018

Treasurer's Report

BEGINNING BALANCE	\$ 1,151,044.99
Deposits	7,166.90
Interest	127.60
Payroll	( 80,722.61)
Payroll Tax/Adjustments/Transfers	7,803.80
Disbursements for the Month	( <u>55,671.13</u> )
ENDING BALANCE	\$ 1,029,749.55

RESOLUTION  
 BOARD OF FIRE COMMISSIONERS  
 FIRE DISTRICT NO. 2

WHEREAS, the Treasurer of Fire District No. 2 reports that certain 2017 budget appropriations have insufficient balances to meet the 2017 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-01-01/Social Security	\$ 5,000.00	G-01-R Overtime	\$ 5,000.00
H-01-02/Unemployment	<u>1,225.00</u>	H-12-02/Ladies Auxiliary	200.00
		H-24-04/Utilities-Water	675.00
		H-26-03/Building Maintenance	200.00
		H-26-09/Fire Monitoring System	<u>150.00</u>
 TOTAL	 <u>\$ 6,225.00</u>	 TOTAL	 <u>\$ 6,225.00</u>

**MOTION** to accept resolution made by Comm. RS, seconded by Comm. JZ, all in favor.

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

Adopted, January 2, 2018

Date

Kenneth Galvach, Treasurer \_\_\_\_\_



# 2018 ADOPTED BUDGET RESOLUTION

## Woodbridge Township Fire District No. 2

**FISCAL YEAR: January 1, 2018 to December 31, 2018**

WHEREAS, the Annual Budget for the Woodbridge Township Fire District No. 2 (the "Fire District") for the fiscal year beginning January 1, 2018 and ending December 31, 2018, has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of January 2, 2018; 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 \$2,124,171., which includes amount to be raised by taxation of \$2,024,952., and Total Appropriations of \$2,124,171.; 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 2, 2018 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2018 and ending December 31, 2018, is hereby adopted and, shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$2,124,171., which includes amount to be raised by taxation of \$2,024,952., and Total Appropriations of \$2,124,171.; and

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)

\_\_\_\_\_  
(Date)

**Board of Commissioners Recorded Vote**

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

# Port Reading Fire Department



## *Captain's Report- December 1<sup>st</sup>, 2017-December 29<sup>th</sup>, 2017*

### Engine 2-1

Relief light stuck on when in pump. Relief Valve working okay.

Remaining Issues: Mirror heat/motion harness needs repair.

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

**\*\*\*Recommend the Board of Fire Commissioners establish a new apparatus committee in 2018 to begin the process of planning for the purchase of an engine to replace the service use of Engine 2-1. As of 2021 this engine will lose its ISO rating and may affect district property owner's insurance rates.\*\*\*\*\***

### Engine 2-2

12-2-17 ODP opened two (2) circulating valves for heat in engine compartment.

### Engine 2-3

#### Support Pick-up 2-3-4

#### Chief's vehicle 2-3-1

#### Fire Prevention vehicle 2-3-6

#### Fire Prevention vehicle 2-3-7

#### Ambassador 1000 by 6000 GPM Hydro Chem/Foam Trailer

#### LDH Box Trailers

#### Buildings and Grounds

12-2-17 ODP washed all apparatus and vehicles.

1115 VFF#115's family setting up hall for pending party.

12-3-17 1230 Fire Company personnel and Engine 2-1 with C6 attended Township Holiday parade.

12-4-17 0925 Airtech here working on apparatus bay heater near door #6. Pilot light went out.

1930 Commissioner's Meeting in Hall.

12-5-17 C6 posted official Fire District notices.

12-6-17 ODP made all proper Confined Space work notifications to County Officials.

1530 Wayne Egan from Buckeye Partner's dropped off electronic gate key fobs for plant.

1900 Contract meeting in hall

12-7-17 1008 Brian Burke from Woodbridge Township here going over Construction work.

ODP changed sign as per Commissioner Nardiello.

12-8-17 0800 Woodbridge Township masons were here working on heaved concrete around drains in apparatus bays.

1010 Delivery received from Fords Mill Supply.

1050 ODP installed plow on 2-3-4 for pending snow accumulations.

1200 ODP ran and tested North star pumps

1250 Delivery received from UPS.

12-9-17 Welstead Landscaping here conducting seasonal clean up of property.

ODP performed snow removal on all district properties.

12-10-17 0800 ODP continued snow removal as needed.

1300 District #12 picked up ventilation prop for drill.

12-11-17 0720 Woodbridge township masons were here continuing repairs to drains in bay.

1445 Delivery received from NAPA auto parts

1820 2-3-6 Picked up electronic gate key fob provided by Buckeye pipeline.

1930 Fire Company Meeting in hall.

12-12-17 0730 Woodbridge township masons here work in building.

0745 ODP removed all items from future Commissioner's Office.

0810 Commissioner Zullo here monitoring contractors progress.

0900 ODP washed Engine 2-1

1045 Delivery received from NAPA auto parts.

1900 Port Reading Fire Company relief and exempts associations meeting in hall.

12-13-17 1800-2000 EMS class in hall.

12-14-17 ODP 0700 performed snow removal on all district properties.

0900 Woodbridge township masons here work in building.

1045 Woodbridge Township traffic dropped off light trailer in parking lot for holiday event at firehouse.

1630 Fire Company and Ladies Auxiliary setting up for holiday event at firehouse.

12-15-17 Woodbridge township masons here work in building.

0600 (12-16-17) ODP made all proper confined space notifications to County officials

12-16-17 Package delivery received for PREMS.

1130 Electricians working in meeting room and basement on LED lighting changeover.

1419 EMS reported problem with bay door #4 pulley cable. C6 notified. Commissioner Zullo contacted repair contractor.

1500 NJ Doorworks here repairing bay door #4.

12-18-17 0800 ODP made all proper confined space notifications to county officials.

ODP removed plow from 2-3-4.

0700 Woodbridge township masons here work in building.

0800 ODP made all proper confined space notifications to county officials.

ODP replaced broken airline to engine 2-3.

12-22-17 1700 Matt from Woodbridge Township IS department installing CAD computer in EMS room.

12-26-17 1000 delivery received for Fire Official from FedEx.

1310 Signed changed by ODP as per Commissioner Zullo.

12-27-17 0930 Academy Glass here installing new window in Commissioners Office.

1040 Woodbridge Township Masons here working in Commissioners office.

**Training**

(12-4-17 to 12-8-17) 0730-1500 CFF# 2411 Firefighter 1002 @MCFA

12-28-17 1900 Fire department monthly drill. Topics reviewed were operating guidelines and low-pressure rescue air bags.

**Fuel**

12-2-17 Engine 2-1 added 24.149 gallons

12-7-17 Engine 2-2 added 22.588 gallons

12-11-17 Engine 2-3 added 9.55 gallons

12-24-17 2-2 added 21.576 gallons

2-1 added 24.738 gallons

2-3-4 added 14.5 gallons

**Equipment**

12-4-17 ODP replaces 9-volt batteries on SCBA units B7, B9, PAL #5 and AED.

12-28-17 ODP issued new SCBA mask to VFF#127, returned cracked mask taken out of service.

Officially,

Captain Paul DeLeo

9:18 AM

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

01/02/18

ADD-ON BILLS

Accrual Basis

January 3, 2018

Date	Num	Name	Memo	Amount
<b>Columbia - Voucher</b>				
01/03/2018	29341	THE HARTFORD GROUP ...	Life Ins Customer#011215320001-2/Pol#734229 January 2018	-258.00
Total Columbia - Voucher				-258.00
<b>TOTAL</b>				<b>-258.00</b>

# BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

## BILL LIST

December 5, 2017 through January 2, 2018

12/28/17

Date	Num	Name	Memo	Amount
<b>Columbia - Voucher</b>				
12/05/2017	29312	THE HARTFORD GROUP BENEFI...	Life Ins Customer#011215320001-2/Pol#734229 12/01/2017-12/...	-258.00
12/05/2017	29313	Woodbridge Fire District #1	Reimbursement -Health Benefits-Dental/Vision-December 2017	-1,930.50
01/02/2018	29314	LIFE INSURANCE COMPANY OF ...	LIFE INSURANCE - 01/17/2018-02/16/2018 GL 009906	-861.30
01/02/2018	TEPS	New Jersey State Health Benefits ...	Retirees Benefits - 01/01/2018- 01/31/2018 ID#146900	-1,363.26
01/02/2018	29315	Woodbridge Fire District #1	Reimbursement -Health Benefits-Dental/Vision-January 2018	-1,930.50
01/02/2018	TEPS	New Jersey State Health Benefits ...	Health & Prescription Benefits - 01/01/2018- 01/31/2018 ID#146...	-23,685.68
01/02/2018	29316	AIRTEC SERVICE INC	Repaired Hanging Heater	-95.00
01/02/2018	29317	Comcast of New Jersey	Account #8499 05 340 0759643-Phone/Internet/TV	-455.68
01/02/2018	29318	EHRlich	Commercial Pest General Maintenance Service - Cust# 238998-...	-63.00
01/02/2018	29319	ESi Equipment Inc	Gauge & Control Levers Repaired on Air Control	-110.00
01/02/2018	29320	Fords Fire District #7	Dispatch Service -December 2017	-5,520.25
01/02/2018	29321	Home Depot Credit Services	Account #6035 3225 4098 2968 Supplies	-1,122.12
01/02/2018	29322	Home News Tribune	Account #ASB-099468 Notice- 2018 Fire Election Notice	-20.24
01/02/2018	29323	Jessica Rizitis	Website Maintenance - January 2018	-196.00
01/02/2018	29324	Maria Bucsanszky, E.A	Monthly Fee - January 2018	-2,500.00
01/02/2018	29325	PSE&G	ELECTRIC BILL-Summary Account #1301219207	-1,041.12
01/02/2018	29326	AIRTEC SERVICE INC	Heat Inspection	-375.00
01/02/2018	29327	Dave Matyi	Moved Boxes To Shed	-25.00
01/02/2018	29328	FORDS INDUSTRIAL SUPPLY	Supplies	-108.99
01/02/2018	29329	Home News Tribune	Account #ASB-099468 Notice- 2018 Budget Hearing Notice	-13.20
01/02/2018	29330	Silent Companion Corp	Account #F-2012 - Annual Fire Monitoring Fee	-150.00
01/02/2018	29331	Staples Business Advantage	Acct# NYC 1054611 Supplies	-38.07
01/02/2018	29332	Witmer Public Safety Group	A/C# WOOWP1-Gallon Gear Clean	-124.55
01/02/2018	29333	AT&T	Account # 011-293-3370-001 732-636-0894	-58.73
01/02/2018	29334	Elizabethtown Gas	Account # 2202559020 - Firehouse 10/24/17-11/22/17	-259.89
01/02/2018	29335	Home News Tribune	Account #ASB-099468 Notice- 2018 Schedule of Regular Meetin...	-25.52
01/02/2018	29336	MIDDLESEX WATER CO	ACCOUNT #2060200000 - Water Bill 08/23/17-11/20/17	-901.52
01/02/2018	29337	NAPA Auto Parts of Colonia	Supplies	-40.29
01/02/2018	29338	NEW JERSEY FIRE EQUIPMENT ...	1 Bench Test-Posi Check Written Report/Parts Furnished & Inst...	-57.70
01/02/2018	29339	MIDDLESEX WATER COMPANY	Acct # 3046515564-Hydrant Service for December 2017	-12,323.73
01/02/2018	29340	Staples Business Advantage	Acct# NYC 1054611 Supplies	-16.29
Total Columbia - Voucher				-55,671.13
<b>TOTAL</b>				<b>-55,671.13</b>