

**PORT READING BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO. 2  
PORT READING, NJ 07064  
July 1, 2013**

The Board Accountant read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of July 1, 2013 was called to order by Commissioner Galvach at 7:30 pm. Four Commissioners were present: Comm. Galvach, Comm. Huber, Comm. Nardiello, and Comm. Santorelli. Board Accountants John Ur and Maria Bucsanszky were present. Board Attorney Tom Buck was present. Board Clerk Marianne DeSantis was present.

Comm. Zullo was on vacation.

Reviewed minutes from the June 2, 2013 monthly meeting.

MOTION to accept the June 2nd minutes made by Comm. Santorelli, seconded by Comm. Nardiello. All in favor 4-0.

**BILLS TO BE PAID:** \$78,696.90

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

**TREASURER'S REPORT:**

Balance		\$ 610,780.84
Deposits		\$ 1,120.70
Interest	\$	99.32
Payroll		\$(119,160.89)
Payroll Tax/Adjustments		\$ 6,736.34
Disbursements for the Month		<u>\$ 78,696.90</u>
Ending Balance		\$ 420,879.41

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

**CHIEF'S REPORT:**

Chief reported calls for the month of June, 20 calls and a total of 115 for the year.

Chief reported that Firefighters Terebetsky and Douglas ran an extrication drill last month.

Chief reported that the Fire Company attended the Avenel 100<sup>th</sup> Anniversary and received an award for “Best Appearing”, which was accepted by Ex-Chief and Comm. Galvach.

Chief stated that several members will be assisting with the fireworks in the Sewaren Park on Wednesday, 7/3 and they will need to go over the details prior to the event. Chief reported that the township is requesting a uniformed firefighter to stand watch at School #9 on Thursday, July 4 to assist in curtailing any illegal fireworks from 6:00pm – 10:00pm. Acting Captain Renaldi suggested two firefighters for safety issues in work uniform.

Comm. Galvach stated that he would consult Fire Official Small on the details for the Fireworks in the Sewaren Park to determine staff and overtime. Comm. Galvach reported that the normal wait time is ½ hour after the fireworks are discharged to make sure there are no “hot spots” and they are given the “all clear”.

Comm. Galvach stated that he was proud that Port Reading was represented well at the Avenel 100<sup>th</sup> Anniversary Parade.

MOTION to accept Chief’s Report was made by Comm. Santorelli, seconded by Comm. Nardiello. All in favor 4-0.

#### **FIRE OFFICIAL’S REPORT:**

Fire Official Small reported that the report could not be printed due to an issue with the computer, which Matthew Rizitis is looking into.

MOTION to accept the Fire Official’s Report for April and May was made by Comm. Santorelli, seconded by Comm. Zullo. All in favor 4-0.

#### **ACTING CAPTAIN’S REPORT:**

Acting Captain Renaldi gave a detailed Captain’s report, which is attached.

Comm. Nardiello stated for the record that anytime gear is moved, permission is needed from the Acting Captain and logged since saws were moved back and forth from the engines. Comm. Santorelli stated that he would put out a directive regarding this practice.

Active Captain Renaldi requested three (3) rescue discs.

MOTION to purchase three (3) rescue discs made by Comm, Santorelli, seconded by Comm. Nardiello. All in favor 4-0.

Acting Captain Renaldi reported that the Fire Brigade at Hess is gone and we are the primary support now. He reported that the refinery will be dismantled, with a final closing date of September 30.

Comm. Huber stated that it was refreshing to have the Captain's Report explained by the Acting Captain.

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

MOTION to accept listed disposable items as set forth by the Acting Captain made by Comm. Nardiello, seconded by Comm. Huber. All in favor 4-0.

### **TAXPAYERS COMMENTS:**

First Aid Squad Captain Kolendriski reported that the First Aid Squad room was completed and signed off by the town, however, they were waiting for a phone. Captain Kolendriski stated that house rules were to be discussed with Comm. Zullo and reported that an A Frame was donated for an air conditioner for the downstairs.

Captain Kolendriski inquired about the status of the treadmill. Comm. Huber was awaiting estimates from Firefighter Fizer.

### **UNFINISHED BUSINESS**

Comm. Nardiello inquired if there was any correspondence from the Division of Pensions, which Attorney Buck reported there was none.

Comm. Santorelli inquired if there was any correspondence from the Joint Board of Commissioners, which Attorney Buck reported there was none.

Comm. Galvach requested that the add-on bill for "Ziccardi Construction" in the amount of \$904.54 for the final payment of the First Aid Squad sleeping quarters be held until he can go over the itemized bill with Board Accountant Bucsanszky. The total approved budget for the sleeping quarters is \$1500.00 and it is believed that \$1000.00 was previously paid.

MOTION to pay add-on bill for "Ziccardi Construction" in the amount of \$904.54, only after itemized bill is reviewed and approved, made by Comm. Galvach, seconded by Comm. Santorelli. All in favor 4-0.

### **NEW BUSINESS:**

Comm. Nardiello stated that certain items regarding the engines will need attention since we will be the primary fire company for Hess.

Comm. Nardiello reported that he will sit down with Captain Kolendriski and the Chief to discuss how to better utilize the downstairs.

Comm. Santorelli inquired if we have received any money from FEMA, which Board Accountant Bucsanszky reported that we have not, but would follow up.

Comm. Galvach reported that the Chief's vehicle is useable and that some additional repairs and lettering is required.

Comm. Huber stated that when there is an issue with the lawnmower, he can contact Welstead Landscaping.

Assistant Chief Norelli stated that he would be donating a treadmill.

Daniel Belensky will be taking a leave of absence from July 6-July 16.

MOTION to adjourn meeting at 8:35pm made by Comm. Santorelli, seconded by Comm. Nardiello. All in favor 4-0.

Respectfully submitted,

Marianne DeSantis  
Board Clerk

## BOARD OF FIRE COMMISSIONERS DISTRICT NO 2

/26/13

## BILL LIST

crual Basis

June 4 through July 1, 2013

Date	Num	Name	Memo	Amount
<b>Columbia - Voucher</b>				
07/01/2013	27453	Airpower International Inc	Annual Service Contract - 6/2013 to 5/2014	-1,361.00
07/01/2013	27454	Casazza & Ur, Public Accountants, LLC	Monthly Fee - July 2013	-2,208.33
07/01/2013	27455	Defined Contribution Retirement Prog...	DCRP Plan #316149 Subplan #056230 Huber - 5/26/13 to 6/1/...	-5.46
07/01/2013	27456	LIFE INSURANCE COMPANY OF N...	LIFE INSURANCE - 7/15/13 - 8/14/13 GL 009906	-1,228.15
07/01/2013	27457	Cooper Electric Supply Co	Performed Tune UP-System Ck	-380.00
07/01/2013	27458	EHRlich	Commercial Pest General Maintenance Service - Cust# 238998	-59.67
07/01/2013	27459	POSTMASTER - PORT READING	Annual PO Box fee	-124.00
07/01/2013	27460	Racestar	Fuel - May 2013	-67.50
07/01/2013	27461	AT&T	Account # 011-293-3370-001 732-636-0894	-51.03
07/01/2013	27462	Elizabethtown Gas	Account # 2202559020 - Firehouse 4/23/13-5/22/13	-118.78
07/01/2013	27463	ERIC M. BERNSTEIN & ASSOC.	Professional Services -2010 Neg/Labor Matter	-500.00
07/01/2013	27464	FLORAL EXPRESSIONS, INC.	Customer #480 Sympathy Flowers - Mache	-69.95
07/01/2013	27465	MIDDLESEX WATER CO	ACCOUNT #2060200000 - Water Bill 02/26/13 - 05/24/13	-407.71
07/01/2013	27466	NAPA Auto Parts of Colonia	Supplies	-47.95
07/01/2013	27467	Central Municipal Joint Insurance Fund	2nd Half 2013 Installment - First Aid Squad Liability Insurance	-8,302.94
07/01/2013	27468	Confires Fire Protection Service LLC	Recharge "D" Oxygen Cylinder	-15.95
07/01/2013	27469	NEW JERSEY FIRE EQUIPMENT CO	Firehose	-2,919.00
07/01/2013	27470	PETRICK FLOWERS	Sympathy Basket - Helen Kotuski	-55.00
07/01/2013	27471	Central Municipal Joint Insurance Fund	2nd Half 2013 Installment - Fire District #2	-19,373.53
07/01/2013	27472	NEW JERSEY FIRE EQUIPMENT CO	2 - Fire Craft #Tracer-1 AC Voltage Detector	-528.00
07/01/2013	27473	NEW JERSEY FIRE EQUIPMENT CO	2 - Repair/Recharge SCOTT 4500 PSI 30 Minute Cylinders	-58.00
07/01/2013	27474	Comcast of New Jersey	Account #06101 604125-01-4 TV/Internet/Phone	-372.87
07/01/2013	27475	Fords Fire District #7	Dispatch Service - July 2013	-5,412.00
07/01/2013	27476	PORT READING FIRE CO #1	Reimbursement - Memorial Day Refreshments	-131.43
07/01/2013	27477	Steve White	Installation of New Officers - DVD & Prints	-150.00
07/01/2013	27478	Steve White	Commissioners' Photos & Framing	-195.00
07/01/2013	27479	Jessica Rizitis	Website Maintenance - June 2013	-125.00
07/01/2013	TEPS	New Jersey State Health Benefits Pro...	Health Benefits July 2013 ID#146900	-17,354.12
07/01/2013	27480	Fire Rescue Blades of Delray Beach Inc	2 - Extractor Rescue Blades	-289.80
07/01/2013	27481	Woodbridge Fire District #1	Reimbursement - Dental & Vision Coverage - July 2013	-1,670.41
07/01/2013	27482	ESI Equipment Inc	Parts - Carry Handle/Bolt/Washer	-90.63
07/01/2013	27483	FORDS LAWN MOWER	Replaced Worn Drive Belts	-118.06
07/01/2013	27484	International Tire & Parts	2003 Dodge Durango Oil & Filter/Brake Service/Replace Ball ...	-1,333.00
07/01/2013	27485	MIDDLESEX WATER COMPANY	Hydrant Service for June 2013	-11,290.82
07/01/2013	27486	Stone Mountain Printing	150 - Incident Report Forms	-59.50
07/01/2013	27487	Confires Fire Protection Service LLC	Inspect Wet Chem Kitchen Fire System	-167.70
07/01/2013	27488	NEW JERSEY FIRE EQUIPMENT CO	19 - Hydro-test/Recharged SCOTT 4500 PSI 30 Minute Cylind...	-684.00
07/01/2013	27489	PSE&G	ELECTRIC BILL	-1,370.61
Total Columbia - Voucher				-78,696.90
<b>TOTAL</b>				<b>-78,696.90</b>

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

July 1, 2013

Treasurer's Report

BEGINNING BALANCE	\$ 610,780.84
Deposits	1,120.70
Interest	99.32
Payroll	( 119,160.89)
Payroll Tax/Adjustments/Transfers	6,736.34
Disbursements for the Month	( <u>78,696.90</u> )
ENDING BALANCE	\$ 420,879.41

**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



PM

BOARD OF FIRE COMMISSIONERS DISTRICT NO 2

ADD-ON BILLS

July 2, 2013

1/13

ual Basis

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<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
Total Columbia - Voucher				<u>-1,451.51</u>
<b>TOTAL</b>				<b><u>-1,451.51</u></b>