

**PORT READING BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2
PORT READING, NJ 07064
November 4, 2013**

The Board Clerk read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of November 4, 2013 was called to order by Commissioner Huber at 7:30 pm. Three Commissioners were present: Comm. Huber, Comm. Santorelli and Comm. Zullo. Comm. Galvach was absent due to vacation and Comm. Nardiello called to say he would be tardy. Board Accountants John Ur and Maria Bucsanszky were present. Board Attorney Tom Buck was present. Board Clerk Marianne DeSantis was present.

Reviewed minutes from the October 7, 2013 monthly meeting.

MOTION to accept the October 7th minutes made by Comm. Zullo, seconded by Comm. Santorelli. All in favor 3-0.

BILLS TO BE PAID: \$45,504.47

MOTION to pay David Maddi \$25.00 for taking the lettering off the Chief's vehicle, made by Comm. Zullo, seconded by Comm. Santorelli. All in favor 3-0.

MOTION to pay October bills was made by Comm. Santorelli, seconded by Comm. Zullo. All in favor 3-0.

Comm. Zullo did not vote on Bill 27607 for "Jessica Rizitis".

TREASURER'S REPORT:

Balance	\$ 445,067.03
Deposits	\$ 86,321.86
Interest	\$ 76.42
Payroll	\$(58,227.87)
Payroll Tax/Adjustments	\$ 46,010.90
Disbursements for the Month	<u>\$(45,504.47)</u>
Ending Balance	\$ 381,722.07

MOTION to accept Treasurer's Report was made by Comm. Santorelli, seconded by Comm. Zullo. All in favor 3-0.

FIRE OFFICIAL'S REPORT:

Fire Official's report was not available at this time and tabled until the December Meeting.

Comm. Huber commented on the excellent job the firefighters did on the Goodfellow Drive fire and inquired about the report, which is not complete due to the investigation.

CHIEF'S REPORT:

Chief reported calls for the month of October for a total of 26 calls.

Chief commented on the Goodfellow Drive fire stop that was made by Firefighter Deleo and Volunteer Egan, which shows how well the career and volunteer staff work together. Chief reported that the Fire Official commented that every fire Port Reading has responded to has had a very good stop considering the manpower.

Chief reported that Octoberfest at School #9 on Friday, October 25 went well.

Chief reported that two volunteers were unable to attend the Live Burn at the academy on October 23, 2013.

Chief requested the use of the fire house on December 20 for an "Evening with Santa".

Comm. Santorelli stated that it was an excellent stop to the Goodfellow Drive fire by both the career and volunteer staff. Comm. Santorelli inquired about the eight EMS assists, which the Chief stated he will follow up on.

MOTION to accept the Chief's Report made by Comm. Santorelli, seconded by Comm. Zullo. All in favor 3-0.

ACTING CAPTAIN'S REPORT:

Acting Captain Renaldi reported on the pending repairs that need to be addressed regarding the equipment. It is estimated that it will cost approximately \$6200.00 for tires and repairs, which Board Accountant Bucsanszky verified the money is available in the line items.

MOTION to purchase four tires for the Squirt made by Comm. Zullo, seconded by Comm. Nardiello. All in favor 4-0.

MOTION to send the Squirt to Absolute after the tires are on to get everything fixed, except for the control panel on the boom and to get a quote on the nozzle, made by Comm. Zullo, seconded by Comm. Santorelli. All in favor 4-0.

Acting Captain Renaldi stated that they are going in for the grant that opened on November 4 and will close on December 4.

Acting Captain Renaldi reported that we will lose 17 cylinders, effective June 2014.

MOTION to purchase eight cylinders, not to exceed \$3,200.00 made by Comm. Nardiello, seconded by Comm. Zullo. All in favor 4-0.

Acting Captain Renaldi reported that the ladder and pump testing needs to get done.

Acting Captain Renaldi reported that the Colonial Pipeline will have a drill on November 12 at 9:00am, with a trial run November 8.

Acting Captain Renaldi reported that fire prevention visits were made at School #9, #28 and the Daycare Center came here for a visit.

Acting Captain Renaldi reported that there was an issue with the shields bending due to the heat at the fire academy, which Comm. Galvach was able to see first-hand. The shields needed to be replaced and two are on backorder. The bars came in for 2-1

Acting Captain Renaldi reported that the gas meter would cost \$1300.00 in repairs so they will do a trade-in instead for \$699.00.

Acting Captain Renaldi reported that there were issues on condemned gear that was sent out and tested that will need to be voted on.

Acting Captain Renaldi inquired about the status of the 12-15 old radios. Comm. Nardiello requested that the radios be checked for a charge and to keep at least four radios.

MOTION to dispose the gear that is on the list, made by Comm. Zullo, seconded by Comm. Santorelli. All in favor 4-0.

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

TAXPAYERS COMMENTS:

Local 290 President Keith Repace inquired about the guidelines that the Board of Commissioners follow for their meetings.

UNFINISHED BUSINESS:

Board Accountant Bucsanszky reported that the chief's vehicle was sold at auction for \$450.00 and the cash was deposited.

Comm. Zullo reported that shingles are falling off the building and would like to get an estimate from Harry Triantafillidis.

MOTION to fix the shingles, not to exceed \$50.00, made by Comm. Zullo, seconded by Comm. Nardiello. All in favor 4-0.

MOTION to approve the Resolution to transfer \$56,075.30 from budget line items with excesses to budget items with insufficient balances, made by Comm. Nardiello, seconded by Comm. Zullo. All in favor 4-0.

Roll Call Vote:

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

Comm. Huber inquired about a vote to hold off on certifying the civil service list until further notice.

MOTION to retract the previous motion to certify the civil service list made by Comm. Santorelli, seconded by Comm. Nardiello. All in favor 4-0.

MOTION to pay add on bill to Avenel Locksmith for \$30.00 for additional keys for side door, made by Comm. Zullo, seconded by Comm. Santorelli. All in favor 4-0.

NEW BUSINESS:

Comm. Zullo reported that he received a letter from an attorney demanding \$5,000 for the roof repair, which he gave to the Board Attorney. Comm. Zullo stated for the record that the letter should have been addressed to the Board of Commissioners, not to him personally.

Comm. Zullo stated that the accident and police reports from when Dave Matyi hit a deer responding to the Goodfellow Drive fire were submitted to John Ur's office and the insurance company.

Comm. Nardiello stated for the record that he arrived to the meeting at 7:50 pm.

MOTION to purchase a large plastic mailbox, not to exceed \$125.00 made by Comm. Nardiello, seconded by Comm. Zullo. All in favor 4-0.

Comm. Huber reported that the 2014 Budget Workshop will take place November 14 at 7:30 pm.

MOTION to look into taking down the antenna outside, made by Comm. Huber, seconded by Comm. Zullo. All in favor 4-0.

Acting Chief Renaldi reported that the pick-up truck is getting beat up and needs to come inside for the winter. Discussions regarding the exhaust system in the bay and

accommodating all vehicles took place. Comm. Zullo stated that he will call a company "No Smoke" and get a quote.

Comm. Nardiello reviewed and approved the October bill list.

MOTION to adjourn meeting at 8:40pm 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
P.O. BOX 207
PORT READING, NEW JERSEY 07064

November 4, 2013

Treasurer's Report

BEGINNING BALANCE	\$ 445,067.03
Deposits	86,321.86
Interest	76.42
Payroll	(58,227.87)
Payroll Tax/Adjustments/Transfers	(46,010.90)
Disbursements for the Month	(45,504.47)
ENDING BALANCE	\$ 381,722.07

RESOLUTION
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2

WHEREAS, the Treasurer of Fire District No. 2 reports that certain 2013 budget appropriations have insufficient balances to meet the 2013 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	
G-01-C/Captain	\$ 5,475.30	G-01-F/Firefighters	\$ 5,475.30
G-01-H/Fringe Holiday	5,000.00	G-01-R/Overtime	10,000.00
H-01-01/Social Security	3,000.00	H-01-08/Health Insurance	28,000.00
H-01-02/Unemployment	2,000.00	H-21-01/Dress/Work Uniforms	3,100.00
H-01-06/Accident & Health	750.00	H-26-02/Grounds Maintenance	500.00
H-01-07/Life Insurance	1,800.00	H-26-03/Building Maintenance	1,000.00
H-01-09/Medical/Physical	500.00	H-26-05/Truck Repair	5,000.00
H-03-01/Fire Hydrant	2,500.00	H-6-06/Fuel for Vehicles	<u>3,000.00</u>
H-05-01/Insurance Package	3,000.00		
H-05-01/First Aid Squad Insurance	1,000.00		
H-10-06/Community Information	250.00		
H-19-01/Training	2,274.00		
H-23-03/Firefighting Gear	15,000.00		
H-23-04/Fire Equip Test & Insp	1,500.00		
H-24-03/Utilities – Telephone	1,900.00		
H-24-04/Utilities- Water	1,200.00		
H-24-05/Utilities-Gas	3,000.00		
H-24-06/Sewer	1,000.00		
H-25-01/Office	1,500.00		
H-26-07/Pump, Generator	500.00		
H-26-08/Purch & Serv Comm	1,000.00		
H-26-09/Fire Monitoring System	270.00		
L-05-01/Suppl State Share	<u>1,656.00</u>		
TOTAL	<u>\$56,075.30</u>	TOTAL	<u>\$56,075.30</u>

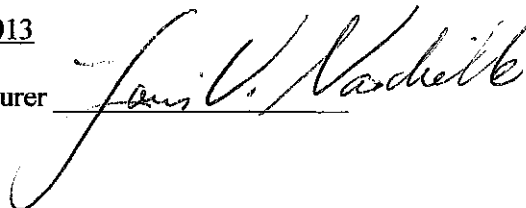
MOTION to accept resolution made by Comm. _____, seconded by Comm. _____, all in favor.

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

Adopted, November 4, 2013

Date

Louis V. Nardiello, Treasurer



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

Date	REPAIRS-ISSUES-DETAILS
10-7-13	NJ fire protection equipment here picking ups SCBA pack for repair, regulator issue.
10-7-13	American flag lower to half staff per Commissioner Santorelli for Freeholder Mr. Pete Dalina
10-7-13	2-3-3 place out of service after Board of Fire Commissioner Meeting.
10-8-13	FF D. Matyi used 2-3-4 to drop off old couches at town garage.
10-9-13	Two individuals from "The Club" came into firehouse to check treadmill; individuals noted no issue with treadmill.
10-10-13	FF Delibero dropped off hand written letter from JFK stating medical clearance.
10-11-13	2-3-3 send to Absolute Fire Protection for a quote and repairs.
10-11-13	Lawn mower blades loose, ready to fall off, could not tighten, advised Commissioner Zullo who stated to call Fords Lawn Mower for pickup and repair.
10-11-13	Quartz lights ordered for 2-2
10-11-13	Learning Junction Day Care here for Fire Prevention Detail.
10-12-13	Generator reading 457.1 hours
10-12-13	Fords Lawnmower here picking up mower.
10-14-13	Ehrlich Pest Control Here performing inspection of building.
10-14-13	D. Matyi here removing decals from old Chiefs vehicle.
10-15-13	Ordered (1) gallon of truck wash and (2) cases of 50 gallons garage liners bags.
10-15-13	Meter sent out for repairs.
10-15-13	Power washed bay floors, borrowed sprayer from Woodbridge EMS.
10-17-13	Fire Prevention detail at School # 9 & School #28
10-18-13	Fire Prevention Detail at Station # 2, School # 28 class trip.
10-19-13	While responding to fire call at 05:14 hrs. FF D. Matyi hit a deer on Blair Rd, accident report completed and Police report also. Report faxed into John Ur's office.
10-21-13	SCBA pack # 889 was found damaged, replaced retaining clip pack placed back in service.
10-23-13	Weed cut down behind shed, per Commissioner Zullo request.
10-23-13	Annual Fire Training exercise completed at Middlesex County Fire Academy Taxpayer Building.
10-23-13	(4) Shields were damaged during training, in thermal balance prop, approved to order by Commissioner Galvach who attended Academy Training.
10-24-13	Advised by Sal at Absolute Fire Protection that 2-3-3 is done, quote for repairs being sent at email. Vehicle requested to be picked up assisted, by Commissioner Zullo 2-3-3 back in Station #2.
10-25-13	Reported 2-1 compartment light not working
10-26-13	SCBA cylinder # 1047 reported leaking after being filled, must send out for repair.
10-26-13	Generator reading 458.3 hrs
10-26-13	Gas meter company advised that meter repair cost will be \$1300.00, and trade in would be 699.00 for a new one, advised Commissioner Santorelli who approved request trade in was accepted and new meter has been ordered waiting arrival.
10-27-13	Received repair list from Sal at Absolute Fire Protection started going over deficiencies list of 2-3-3. See attached list to Captain's Report. Note Door handle was repaired do to safety issue that could not leave Absolute's property. Turn signal issue, Repair of Nozzle issue and aerial lever not on repair sheet, but must be added for full repair.
10-29-13	Helmet Shield 's received, firefighters being advised to return helmets so repairs can be made.
10-30-13	Battery replaced in hand light #892459 for 2-1

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

10-30-13	Air Pack # 646 returned from NJ Fire Equipment repairs made, back in service on 2-1
10-30-13	Advised by tour # 1 that Volunteer FF D. Eagan, lost pager, not sure were it was lost, incident report completed and issued new pager # 7 by FF E. Douglas
10-31-13	NJ Fire Equipment advised to pickup SCBA Cylinder # 1047 for repair.
10-31-13	Requested (2) cases of 9v & AA batteries from energizer battery, for changed your clock, change your battery campaign.
10-31-13	Received from Maria approval from JFK Medical Center for Kurt Delibero medical clearance.

Repairs Still Needed on Apparatus

&

Highlighted issues

Engine 2-1

- Fuel Gage needs to be checked inconsistent level every other day.
- On board air compressor not working, (Using Houseline).

Engine 2-2

- 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)
- Right Rear Passenger side tires need replacing.
- Aerial device not lifting out of cradle, possibly valve issue.

****Quote attached to Captains' Report Board will need to make a discussion on 2-3-3 if we going to do repairs, or will apparatus stay out of service.***

- Port Reading SCBA: Board will need to start purchasing SCBA units at least (2) a year with spare bottles, even if we do or do not get the grant, we are short and we will be losing more as each year passes.
- Cylinders to expire: June 2013: #1041-1057 (17) cylinders
- Ladder testing required company has called requesting date to perform ladder testing.
- FEMA Grant opens Nov. 4th closing Dec. 4th.
- Checking on Construction of New Warehousing and Hydrant placement, talked with Project Superintendent of March Associates Construction, two more warehouses will be going up, one to be completed by June 2014. Large warehouse under construction at present time is a boxes storage facility, which they stated it would be operated by Red Bull Company.
- Request list of equipment to be discarded, attached.

Absolute Fire Protection Co., Inc.

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

QUOTATION

TO: **Port Reading**
Page 1 of 2
Engine 2-2-3

DATE: 10/22/13

SALES REP: Sal

PERSON: **Pat Renaldi**

QUOTATION VALID: 30 DAYS

TITLE: Acting Captain

F.O.B.: _____

PHONE: 732-589-0463

FAX: 732-636-3975

TERMS: _____

ITEM	QTY.	DESCRIPTION	UNIT PRICE	TOTAL PRICE
A	1	Repair of drivers door handle labor		\$ 135.00
B	1	Remove & replace foam tank sensor & gauge Parts & labor		\$ 500.00
C	1	Remove & replace turn signal switch Parts & labor		\$ 185.00
D	1	All 3 functions work at tip of boom for monitor, At rear of truck & pump panel the down function doesn't work provided there is a spare wire in the collector ring and it can be used to repair this function Should the collector ring need replacement a new quote will follow this will not be known for sure until the truck is taken apart to check the wiring		\$ 180.00
E		Primer handle is getting caught on pump panel Labor		\$ 45.00
F	4	Discharge gauges have lost silicone & well as the main pressure Gauge Parts & labor		\$ 650.00
TOTAL				continue

BY Sal Giannotta
REPRESENTATIVE

2:46 PM

BOARD OF FIRE COMMISSIONERS DISTRICT NO 2

10/30/13

BILL LIST

Accrual Basis

October 8 through November 4, 2013

Date	Num	Name	Memo	Amount
Columbia - Voucher				
10/08/2013	27601	Maureen Comito	To Replenish Petty Cash	-361.42
11/04/2013	27602	Airpower International Inc	Balance on Annual Service Contract - 6/2012 to 5/2013	-65.00
11/04/2013	27603	AT&T	Account # 011-293-3370-001 732-636-0894	-55.88
11/04/2013	27604	Casazza & Ur, Public Accountants, LLC	Monthly Fee - November 2013	-2,208.33
11/04/2013	27605	Comcast of New Jersey	Account #06101 604125-01-4 TV/Internet/Phone	-383.53
11/04/2013	27606	Fords Fire District #7	Dispatch Service - November 2013	-5,412.00
11/04/2013	27607	Jessica Rizitis	Website Maintenance - October 2013	-125.00
11/04/2013	27608	MIDDLESEX WATER COMPANY	Hydrant Service for October 2013	-11,390.42
11/04/2013	27609	Racestar	Fuel - September 2013	-297.00
11/04/2013	27610	ERIC M. BERNSTEIN & ASSOC.	Professional Services -2010 Neg/Labor Matter	-9.93
11/04/2013	27611	LIFE INSURANCE COMPANY OF N...	LIFE INSURANCE - 11/15/13 - 12/14/13 GL 009906	-1,228.15
11/04/2013	27612	AVENEL LOCKSMITH	rekey lock cylinder	-161.75
11/04/2013	27613	AVENEL LOCKSMITH	45 Duplicate Keys	-90.00
11/04/2013	27614	PSE&G	ELECTRIC BILL	-1,063.77
11/04/2013	27615	Home News Tribune	Account # 099468 - 2012 Audit Synopsis	-174.36
11/04/2013	27616	ALERT ALL CORP	Fire Prevention Material	-1,619.00
11/04/2013	27617	BAUMGARTNERS'	SUPPLIES	-28.15
11/04/2013	27618	Defined Contribution Retirement Prog...	DCRP Plan #316149 Subplan #056230 Huber - 9/29/13 to 10/...	-5.46
11/04/2013	27619	LAWN DOCTOR	Customer#795791 - Late Fall Fertilization	-56.00
11/04/2013	27620	MIDDLESEX COUNTY FIRE ACADE...	Firefighter 2 - H. Triantafillidis	-210.00
11/04/2013	27621	PORT READING EXEMPT FIREMEN'...	2013 Annual Stipend	-1,250.00
11/04/2013	27622	EHRlich	Commercial Pest General Maintenance Service - Cust# 238998	-59.67
11/04/2013	27623	Home Depot Credit Services	Account #6035 3225 4098 2968 Supplies	-72.86
11/04/2013	TEPS	New Jersey State Health Benefits Pro...	Health Benefits & Prescription Coverage - November 2013 ID...	-16,497.39
11/04/2013	TEPS	New Jersey State Health Benefits Pro...	Retiree Health Benefits November 2013 ID#146900	-1,092.29
11/04/2013	27624	Woodbridge Fire District #1	Reimbursement - Dental & Vision Coverage - November 2013	-1,587.11
Total Columbia - Voucher				-45,504.47
TOTAL				-45,504.47