

**PORT READING BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2
PORT READING, NJ 07064
September 8, 2015**

The Board Clerk read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of September 8, 2015 was called to order by Commissioner Santorelli at 7:30 pm. Four Commissioners were present: Comm. Santorelli, Comm. Nardiello, Comm. Zullo and Comm. Huber. Board Accountant Maria Bucsanszky was present. Board Attorney Tom Buck was absent. Board Clerk Marianne DeSantis was present.

Comm. Santorelli stated that Comm. Galvach would be there shortly.

Comm. Santorelli stated for the record that Board Attorney Buck was in court and would be available by phone if he is needed.

Reviewed minutes from the August 3, 2015 Meeting.

MOTION to accept the August 3rd meeting minutes made by Comm. Zullo, seconded by Comm. Nardiello. All in favor 4-0.

BILLS TO BE PAID: \$112,053.12

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

TREASURER'S REPORT:

Balance	\$ 532,093.33
Deposits	\$ 474,495.93
Interest	\$ 238.54
Payroll	\$(90,202.50)
Payroll Tax/Adjustments/Transfers	\$(5,713.72)
Disbursements for the Month	<u>\$(112,053.12)</u>
Ending Balance	\$ 810,285.90

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

FIRE OFFICIALS REPORT:

Reviewed the Fire Official Report.

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

CHIEF'S REPORT:

Chief reported 21 calls for the month, 1 drill and 1 meeting.

Chief reported that the water rescue drill demonstrated two techniques to rescue drowning victims and practiced with the rescue Frisbee.

Chief reported that this month there will be an extrication drill and that they are looking to do one as well on Port Reading Day. Chief indicated that the cars are being provided by Firefighter Mayti.

Comm. Galvach arrived at 8:35 pm.

Chief requested approval to take the pick up truck to town hall on Friday, September 11 at 6:00pm for the 9/11 Memorial Service, which was approved.

Chief reported that the fund drive is in motion and there has been a good response.

Chief requested permission to take Engine 2-3-1 to the Fire Convention in Wildwood 9/18-9/19.

MOTION for the Chief to take the Engine to Wildwood for the Fire Convention, made by Comm. Zullo, seconded by Comm. Nardiello. All in favor 5-0.

Comm. Santorelli inquired if fliers were being prepared to promote volunteers at Port Reading Day. Chief stated that he will bring it up at their meeting on Monday.

Comm. Santorelli stated that if a volunteer uses the Chief's pick up truck in his absence, they will need a copy of the volunteer's driver's license.

MOTION to accept the Chief's Report made by Comm. Nardiello, seconded by Comm. Zullo. All in favor 5-0.

CAPTAINS REPORT:

Captain DeLeo reported that he contacted Comm. Galvach that Engine 2-2 failed the pump test.

Captain DeLeo reported that Fail Safe conducted a ladder test.

Captain DeLeo reported that as per Comm. Nardiello, he programmed the five pagers that were donated by the First Aid Squad to give to the volunteers.

Captain DeLeo reported that there was a good turnout for the water rescue and hopes that it will become an annual drill. Captain DeLeo thanked the Ladies Auxiliary for their support.

Captain DeLeo reported that the September extrication drill is an annual requalification.

Captain DeLeo reported that Colonial Pipeline is donating a 2X6k monitor that will be going in the bay next to the host trailer. Captain DeLeo indicated that he will be requesting more storage in the future.

Captain DeLeo stated that Volunteer Appreciation Day will take place at the Fire Academy on September 27.

Operations Manager Nisky reported that he will look into the status of getting updated central personnel ID cards to include photos for staff and the Board.

MOTION to approve the Captain's Report made by Comm. Nardiello, seconded by Comm. Zullo. All in favor 5-0.

TAXPAYERS COMMENTS:

There were no taxpayers comments.

UNFINISHED BUSINESS:

Comm. Huber informed the Captain that the architect would be coming in tomorrow and Operations Manager Nisky reported that they are still on track for mid-September.

Operations Manager Nisky stated that there are three projects that the Mayor is anxious about and this is one of them.

NEW BUSINESS:

Comm. Zullo reported that Firefighter Mayti completed some trim work along the bay door, which should keep air and heat in the building.

Comm. Zullo inquired about the plaque that was taken out of circulation for deceased ladies auxiliary members, which Comm. Santorelli stated that the monument took the place of the plaque.

Comm. Zullo reported that the Ladies Auxiliary funds are running low. Board Accountant Bucsanszky stated that they should put in a voucher.

MOTION made by Comm. Nardiello to approve two add on bills, in the amount of \$300.00 each for Comm. Zullo and Comm. Galvach to attend the Fire Convention in Wildwood, seconded by Comm. Huber. All in favor.

Operations Manager Nisky reported that there is progress with the building.

Operations Manger Nisky reported that he will fax the signed shared service agreement for the radios to Board Accountant Bucsanszky.

Operations Manager reported that the drill went well with the Police and Fire Department and indicated that the police department will attend future drills when invited and if available.

MOTION to enter Executive Session at 7:52 pm to discuss personnel issues and a legal matter, made by Comm. Zullo, seconded by Comm. Galvach. All in favor 5-0.

MOTION out of Executive Session at 9:01pm.

EXECUTIVE SESSION:

Matters discussed during Executive Session were several personnel issues and a legal matter.

MOTION to adjourn meeting at 9:02 pm made by Comm. Zullo, seconded by Comm. Nardiello. 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

September 8, 2015

Treasurer's Report

BEGINNING BALANCE	\$ 532,093.33
Deposits	474,495.93
Interest	238.54
Payroll	(90,202.50)
Payroll Tax/Adjustments/Transfers	5,713.72
Disbursements for the Month	<u>(112,053.12)</u>
ENDING BALANCE	\$ 810,285.90

2:48 PM

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

ADD-ON BILLS

09/03/15

September 9, 2015

Accrual Basis

Date	Num	Name	Memo	Amount
Columbia - Voucher				
09/09/2015	28399	JOSEPH ZULLO	Advance - Wildwood Convention	-300.00
09/09/2015	28400	KENNETH GALVACH	Advance - Wildwood Convention Expenses	-300.00
Total Columbia - Voucher				-600.00
TOTAL				-600.00

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

BILL LIST

August 4 through September 8, 2015

19/03/15

Date	Num	Name	Memo	Amount
Columbia - Voucher				
08/20/2015	28364	Surge Electric Inc	Balance Due - Generator Project	-5,045.00
09/08/2015	28365	Comcast of New Jersey	Account #8499 05 340 0759643 TV/Internet/Phone	-404.65
09/08/2015	28366	DLZ Mechanical LLC	Ice Machine Cleaning	-225.00
09/08/2015	28367	EHRlich	Commercial Pest General Maintenance Service - Cust# 238998	-61.00
09/08/2015	28368	FORDS MILL SUPPLY	Supplies	-55.97
09/08/2015	28369	Jessica Rizitis	Website Maintenance - September 2015	-150.00
09/08/2015	28370	Maria Bucsanszky, E.A	Monthly Fee - September 2015	-2,333.35
09/08/2015	28371	MIDDLESEX COUNTY FIRE ACA...	Firefighter I - Y. Cruz	-236.00
09/08/2015	28373	Staples Business Advantage	Acct# NYC 1054611 Supplies	-35.47
09/08/2015	28374	Approved Fire Protection Co	Service - Lumidor Micro Max	-285.25
09/08/2015	28375	Dave Matyi	Hall Rental Monitoring & Cleared Drain Clog in Kitchen	-150.00
09/08/2015	28376	Elizabethtown Gas	Account # 2202559020 - Firehouse 06/23/15- 07/23/15	-105.58
09/08/2015	28377	FORDS MILL SUPPLY	Supplies	-123.97
09/08/2015	28379	Racestar	Fuel - July 2015	-167.50
09/08/2015	28380	Staples Business Advantage	Acct# NYC 1054611 Supplies	-36.00
09/08/2015	28381	TOWNSHIP OF WOODBRIDGE.	Fuel for First Aid Squad April 1, 2015 to June 30, 2015	-755.56
09/08/2015	28382	AGT Battery Supply	5 - 3.6V Minitor V Batteries	-86.29
09/08/2015	28383	AT&T	Account # 011-293-3370-001 732-636-0894	-55.87
09/08/2015	28384	EHRlich	Commercial Pest General Maintenance Service - Cust# 238998	-61.00
09/08/2015	28385	Fail Safe Testing, Inc	Annual Ground Ladder Testing & Heat Sensor for Ground Ladder	-400.00
09/08/2015	28386	FORDS MILL SUPPLY	Supplies	-177.15
09/08/2015	28387	LIFE INSURANCE COMPANY OF ...	LIFE INSURANCE - 09/15/15 - 10/14/15 GL 009908	-941.05
09/08/2015	28388	Staples Business Advantage	Office Supplies	-90.68
09/08/2015	28389	Fords Fire District #7	Dispatch Service - September 2015	-5,520.25
09/08/2015	28390	Woodbridge Fire District #1	Dental & Vision Coverage - September 2015	-1,887.53
09/08/2015	28391	PSE&G	ELECTRIC BILL	-1,373.35
09/08/2015	TEPS	New Jersey State Health Benefits ...	Retiree Health Benefits & Prescription Coverage - September 20...	-1,218.09
09/08/2015	TEPS	New Jersey State Health Benefits ...	Health Benefits & Prescription Coverage - September 2015 ID#...	-22,149.12
09/08/2015	28392	Central Joint Insurance Fund	Fire District #2 - Liability & Workers Comp Insurance - Installme...	-20,683.82
09/08/2015	28393	AT&T	Account # 011-293-3370-001 732-636-0894	-55.87
09/08/2015	28394	Elizabethtown Gas	Account # 2202559020 - Firehouse 07/23/15- 08/21/15	-111.09
09/08/2015	28395	JUSTIN HOLLOWAY	Reimbursement - Station Boots	-100.00
09/08/2015	28396	MIDDLESEX WATER COMPANY	Hydrant Service for August 2015	-11,828.54
09/08/2015	28397	STATE OF NJ DEPT OF LABOR	Assessment Year End 12/2014 EIN 0-226-002-948/000-00	-143.12
09/08/2015	28398	Santander Bank	2015 Deposit - New Engine Reserve	-35,000.00
Total Columbia - Voucher				-112,053.12
TOTAL				-112,053.12

Port Reading Board of Fire Commissioners
Fire Prevention Bureau Report
Month of :July-August
Submitted:September 2015

1. Site plans for Month: 0
2. Certifications of Inspections:Ho-Ro Trucking,Carmen's Pizza, Homestead Auto Wreckers, Mizco International, Conrail, Buckeye Pipeline, R&S Marble & Granite.
3. Inspections issued for the month:
4. Fire Permits Issued: 4a.
5. Fire Investigation/follow-up for month: 5a. Man Hours
6. Fire Code Violation fines :
7. Complaints Reports: 0
8. Telephone Conversations w/ 8a. Government/State:

Comment:

Respectfully,


Brian F. Small

Fire Official

Port Reading Fire Department

Captain's Report- July 31st -September 3rd 2015

Engine 2-1

8-3-15 ODP replaced upper rear pod light #H-1

8-7-15 Top mounted stinger #8297 deluge gun not working. Cannot adjust angle. ODP Took out of service and replaced with one from compartment.

8-9-15 Fire commander computer malfunctioning and mirror heater.

8-31-15 Brought to Absolute Service center for PM and diagnosis of steering issue.

Engine 2-2

8-3-15 ODP topped with coolant. 4-way gas meter showing error-malfunction, placed out of service.

Engine 2-3

Support Pick-up 2-3-4

8-9-15 ODP Replaced Cyclops light bulb. #992

Chief's vehicle 2-3-1

Buildings and Grounds

7-31-15 0730 Lowered flag for LODD of EMT in Middlesex County

Police promotional class in hall.

1500 ODP filled two SCBA cylinders for District #1

8-1-15 First Aid Squad training in hall.

Building generator checked. Fluids okay -516.7 hours to date.

8-3-15 1930 Commissioner meeting in hall.

8-4-15 Sign changed to Volunteers Needed

8-5-15 1000 ODP performed all lawn maintenance and applied weed killer

1015-1045 ODP ran building generator for weekly engine exercise manually.

1145 State EMS inspector here to see representative of First Aid Squad. ODP left card with S. Hegedus.

1230 UPS delivery from turnout fire and safety received.

1900 First Aid Squad President S. Weber informed ODP of a member suspension and consequent exclusion from District property.

8-6-15 1900 Dan Nimetz here hanging his ex-chief's picture in meeting room. ODP were informed that it was approved by Commissioner Zullo.

8-7-15 0800 Police promotional company using hall.

Suspended member from First Aid Squad came and dropped of equipment/uniforms to on duty FA members.

8-8-15 All bay floors washed and All apparatus washed.

0940 Building Generator checked. Fluids okay 517.3 hours to date

1100 Person called for hall rental information. Forwarded to Commissioner Zullo.

2000 Floor drain in kitchen was clogged where new ice machine drains. FF Matyi cleared. Commissioner Zullo notified.

8-9-15 Surge electric dropped of supplies for transfer switch replacement.

8-10-15 0730-1744 Surge electric here to replace transfer switch to building generator.

8-11-15 Delivery from Staples

8-12-15 ODP performed lawn maintenance

1915 Surge electric working on transfer switch shut off power to building temporarily.

2000 Electrician complete with installation of transfer switch.

2045 ODP noted problem with air conditioners for station. Notified Captain and Comm Zullo

2115-2300 Electrician returned and temporarily fixed the problem.

8-13-15 1100 Confires here for first aid Oxygen service.

1900 Port Reading Day meeting in hall.

8-14-15 Police promotional company using hall 0800-1300

1400 Surge Electric completed transfer switch replacement and all settings for regular operation.

8-16-15 0600 ODP heard loud noise in garage bay area. Found ambulance with ignition left in the "On" position and all Modular power on. Secured and notified FA Member Eagan.

8-17-15 1050-1350 DLZ Mechanical here cleaning ice machine as per Commissioner Zullo.

1405 All fire station communications down. Commissioner Zullo notified. Local area problem

1520 All fire station communications restored.

8-19-15 ODP Performed all lawn maintenance.

Delivery received from Staples.

1200 Building generator conducting self-test. Engine excercise.

8-20-15 1200 Welstead landscaping here doing clean up for station.

8-21-15 1930 Hotline malfunctioning again. Notified Woodbridge Township IT dept.

8-22-15 Comm. Zullo requested sign to be changed for memorial of Pat Obolsky former board clerk.

8-27-15 1030 ODP filled 4 SCBA bottles for District #1

1130 Confires here for FA squad Oxygen service.

8-27-15 1600 Comm Zullo borrowed chairs from dais and one from kitchen of firehouse for pageant.

8-28-15 Delivery received from Staples

8-29-15 Building Generator checked. Fluids okay 519.3 hours to date.

All apparatus washed.

Exhaust hose for Engine 2-1 starting to tear.

8-30-15 1645 EMS advised of broken exhaust boot on West Ave side of garage bays.

8-31-15 ODP repaired torn exhaust hose for Engine 2-1 and boot for Ambulance.

9-1-15 ODP Cleaned Bunk room shower and replaced water filter in kitchen refrigerator.

1100 Public works borrowed bolt cutters and wire cutters and returned.

9-2-15 Fords Mill delivery bags and timer for Ice machine.

1130 NAPA Auto parts delivered marker light for 2-1.

Training

8-11-15 Planning meeting at Buckeye Partners for upcoming Confined Space work.

8-17-15 Cadet Y. Cruz began Firefighter 1 program at the MCFA.

8-25-15 ODP went to Colonial Pipeline to review newly purchase Ambassador 2x6k monitor.

8-26-15 0920 Mobile Tech here reprogramming Minitor V pagers donated to Fire Department by First Aid squad.

8-27-15 1930-2130 Fire Company and Department Water rescue device deployment drill. Lecture @ Station #2 and Practical at Community (Bow-tie) Pool.

8-31-15 Pre-planning for new tenants in 1115 and 1009 Pro-logis way.

Fuel

8-4-15 Engine 2-2--- 23.3 gallons added

8-8-15 Engine 2-1----25.5 gallons added

8-10-15 Engine 2-3—15.6 gallons added

8-23-15 Support Unit 2-3-4 Filled with unleaded

8-24-15 Engine 2-1---19.8 gallons added

Equipment

8-5-15 Brought back shared commodity Hose from Buckeye (7.25 inch)

8-7-15 ODP flushed and repacked 7.25 hose onto hose trailer.

8-13-15 ODP replaced 9v battery on AED on 2-2

8-4-15 0925 Approved Fire Protection picked up 4-way gas meter for repair.

8-14-15 Approved fire protection returned 4-way gas meter. Replaced bad Oxygen sensor.

8-15-15 0900-1130 Fail-Safe Testing here performing annual ladder test.

8-19-15 Ordered new Minitor pager batteries – Approved by Comm. Nardiello

8-24-15 Purchased 4 new gauges for water deluge guns from Home Depot. Replaced on gun #4 and tested. OK.

8-25-15 1830 Issued pager #20 to Cadet Y. Cruz and returned pager #18.

9-2-15 ODP issued new battery for FF Seguire's Minitor V Pager.

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	Approved by BOFC Regular Meeting 4-6-15

Communication Devices and Accessories	
All Condemned and Failed Firefighting Hose	Approved by BOFC Regular Meeting 4-6-15

Volunteer Recruitment

One applicant came for membership information. FF Fritsch notified committee and gave information.

Faithfully Submitted,

Captain Paul DeLeo