

**PORT READING BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2
PORT READING, NJ 07064
September 5, 2017**

The Board Clerk read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of September 5, 2017 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 absent. Board Accountant Bucsanszky was present. Board Attorney Tom Buck was present. Board Clerk Marianne DeSantis was present.

Reviewed minutes from the August 7, 2017 Meeting.

Comm. Nardiello stated that there was a typo and he was present to open the August 7 meeting.

MOTION to accept the August 7 meeting minutes made by Comm. Zullo and seconded by Comm. Huber. All in favor 5-0.

TREASURER'S REPORT

Balance	\$ 657,348.36
Deposits	\$ 518,902.75
Interest	\$ 43.48
Payroll	\$(73,799.85)
Payroll Tax/Adjustments	\$ 4,737.48
Disbursements for the Month	<u>\$(53,405.58)</u>
Ending Balance	\$ 1,053,826.64

BILLS TO BE PAID: \$53,405.58

Comm. Galvach inquired about the monthly cost of the phone and internet, which Board Accountant Bucsanszky indicated was a savings after Verizon.

MOTION made by Comm. Santorelli to increase the reimbursement for the Wildwood Firemen's Convention from \$400 to \$500, seconded by Comm. Huber. All in favor 5-0.

Comm. Zullo will not be voting on Bill #29196 for "Jessica Rizitis".

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

CAPTAIN'S REPORT:

Captain DeLeo thanked Comm. Galvach for his assistance on the Engine 2-2 air dryer problem and stated that they acted quickly and the problem was solved.

Captain DeLeo thanked Comm. Zullo for helping with the problem with the refrigerator.

Captain DeLeo reported that there was a ladder refresher course on 8/24.

Captain DeLeo thanked the career and volunteer staff and First Aid Squad for their participation in the water drill on 8/29 and thanked the Ladies Auxiliary for the food afterwards. Captain stated that he received compliments from the Police Department.

Captain DeLeo reported that the annual motor vehicle extrication drill will take place across the street on 9/28 and that the Live Burn will take place on 10/26 at 7:00pm.

Captain DeLeo reported Fire Prevention week will take place at School #9 on 10/12 and they are still waiting for a date from School #28.

Captain DeLeo stated that there are threats of the water being shut down while they are working out front.

Captain DeLeo reported that George Brewer took measurements for the bay.

Captain DeLeo stated that we need to coordinate with the OSHA Safety Coordinator on the status of the gear situation.

Captain DeLeo reported that the SEBA bottles are excellent and that we should purchase ten (10) more to stay on the 2019 deadline. Captain suggested keeping \$6000 aside during budget time in order to make the purchase by the end of this year.

Captain DeLeo reported that the JIF Safety meeting will take place here on 9/13.

Captain DeLeo stated that he had a training issue that he would like to discuss during Executive Session.

Comm. Galvach thanked the Captain on his professionalism at the water rescue drill, stating that the weather was awful, yet the guys and girls did a good job.

MOTION made by Comm. Galvach to pay "Mid Atlantic" in the amount of \$639.94 for repairs on Engine 2-2, seconded by Comm. Zullo. All in favor 5-0.

FIRE OFFICIALS REPORT:

The Fire Official report was unavailable and tabled until the October meeting.

CHIEF'S REPORT:

The Chief's report was unavailable and tabled until the October meeting.

UNFINISHED BUSINESS:

Comm. Zullo reported that the concrete is out of the bay.

NEW BUSINESS:

Comm. Huber reported that the Health and Safety Committee met tonight and that there was an item for closed session

Comm. Santorelli complimented Captain DeLeo, career staff, volunteers and First Aid Squad on the water rescue, as well as the Ladies Auxiliary for pulling the dinner together.

Comm. Huber thanked everyone for the fruit basket in memory of his sister-in-law.

Comm. Galvach inquired about a resolution for the upcoming dispatch agreement with District 1. Board Accountant Bucsanszky indicated that we held the line for three years and that there was the same overhead no matter the number of calls. Also, it has not increased and might not decrease.

Comm. Zullo expressed concerns that there is no protection for the pagers and received a quote of \$8.50 per case.

MOTION made by Comm. Zullo to purchase six (6) pager cases, totaling \$51.00, seconded by Comm. Santorelli. All in favor 5-0.

Comm. Galvach suggested getting prices for the rope throws that were used during the water rescue. Captain Deleo will research rope throws and a discussion took place regarding obtaining a small boat.

Comm. Zullo thanked everyone for the great job during the water rescue.

MOTION made by Comm. Santorelli to renew the dispatch contract, seconded by Comm. Zullo. All in favor 5-0.

Comm. Nardiello requested that the staff be aware of the thermostat and TV use during the day.

TAXPAYER COMMENTS:

Steve Weber from the First Aid Squad thanked everyone for the water rescue class and stated that it was a nice refresher and is all for the rope catcher.

Mr. Weber reported that the First Aid Squad will be reinstated as a 24 hour operation effective 10/1, with 12 and 24 hour shifts. Mr. Weber stated that the township will be renovating the basement and inquired if anything is off limits. Comm. Galvach requested a sketch to be presented to the Board.

MOTION made by Comm. Zullo to enter Executive Session at 8:03 pm. All in favor 5-0.

MOTION out of Executive Session at 8:52 pm.

EXECUTIVE SESSION:

Matters discussed during Executive Session was a personnel matter, ongoing legal issue and a safety issue.

MOTION made by Comm. Santorelli to adjourn meeting at 8:53 pm, seconded by Comm. Huber. 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 5, 2017

Treasurer's Report

BEGINNING BALANCE	\$ 657,348.36
Deposits	518,902.75
Interest	43.48
Payroll	(73,799.85)
Payroll Tax/Adjustments/Transfers	4,737.48
Disbursements for the Month	(<u>53,405.58</u>)
ENDING BALANCE	\$ 1,053,826.64

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

BILL LIST

August 8 through September 5, 2017

08/30/17

Date	Num	Name	Memo	Amount
Columbia - Voucher				
08/08/2017	29188	Valic	LOSAP CONTRIBUTION - Daniel Egan - 2009 - 2012 First Aid Sq...	-1,500.00
08/08/2017	29189	FLORAL EXPRESSIONS, INC.	Sympathy-Frances Centino	-57.95
08/08/2017	29190	Staples Business Advantage	Acct# NYC 1054611 PPR Copy 8.5X11	-18.54
08/30/2017	29209	PC Richards	Refrigerator	-150.00
09/05/2017	29191	AT&T	Account # 011-293-3370-001 732-636-0894	-57.30
09/05/2017	29192	Comcast of New Jersey	Account #8499 05 340 0759643-Phone/Internet/TV	-466.98
09/05/2017	29193	EHRlich	Commercial Pest General Maintenance Service - Cust# 238998-...	-63.00
09/05/2017	29194	Fords Fire District #7	Dispatch Service -August 2017	-5,520.25
09/05/2017	29195	Home Depot Credit Services	Account #6035 3225 4098 2968 Supplies	-280.15
09/05/2017	29196	Jessica Rizitis	Website Maintenance -September 2017	-175.00
09/05/2017	29197	Maria Bucsanszky, E.A	Montly Fee -September 2017	-2,334.05
09/05/2017	29198	MIDDLESEX WATER COMPANY	Acct # 3046515564-Hydrant Service for August 2017	-12,330.09
09/05/2017	29199	NAPA Auto Parts of Colonia	Supplies	-91.87
09/05/2017	29200	PAUL DELEO	Reimbursement - Fees for Listing Items sold on EBay for Fire Di...	-65.00
09/05/2017	29201	POSTMASTER	2 rolls of stamps	-96.00
09/05/2017	29202	PSE&G	ELECTRIC BILL	-1,304.91
09/05/2017	29203	ROYAL IRRIGATION	Customer ID# 2762 Replaced Rotor	-136.00
09/05/2017	29204	THE HARTFORD GROUP BENEFI...	Life Ins Customer#011215320001-2/Pol#734229 09/01/17-09/30...	-258.00
09/05/2017	29205	Woodbridge Fire District #1	Reimbursement - Health Benefits/Vision & Dental September 20...	-1,919.50
09/05/2017	29206	LIFE INSURANCE COMPANY OF ...	LIFE INSURANCE - 09/15/17-10/14/17 GL 009906	-861.30
09/05/2017	29207	Staples Business Advantage	Acct# NYC 1054611 Supplies	-39.55
09/05/2017	29208	Woodbridge Fire District #1	Storage Fees - Records Held @ 400 School Street, Woodbridge...	-600.00
09/05/2017	TEPS	New Jersey State Health Benefits ...	Retiree Health Benefits Coverage -September 2017 ID#146900	-1,394.46
09/05/2017	TEPS	New Jersey State Health Benefits ...	Health Benefits & Prescription Coverage -09/01/2017-09/30/201...	-23,685.68
Total Columbia - Voucher				<u>-53,405.58</u>
TOTAL				<u>-53,405.58</u>

Port Reading Fire Department



Captain's Report- August 4th, 2017- August 30^t, 2017

Engine 2-1

8-18-17 1000 Replaced bulb in Right side (working fixture) quartz light.

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

Remaining Issues:

Quartz light unable to be repaired needs to be replaced.

C6 attained Three quotes for replacement and advised Commissioner Galvach (Replacement fixture ordered by Absolute)

Mirror heat/motion harness needs repair.

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

Engine 2-2

8-29-17 0800 Automated air tank dryer drain hanging up. Fixed temporarily by ODP. Notified Commissioner Galvach.

8-30-17 0800 Engine sent to Mid-Atlantic as per Commissioner Galvach for Air tank dryer problem.

Engine 2-3

Support Pick-up 2-3-4

Placed motion activated compartment lights in cap compartments

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

8-4-17 1035 Wetscape / Royal Irrigation here repairing sprinkler system.

1200 ODP Replaced coil airline for Engine 2-1 with new heavy duty.

1755 ODP made all proper notifications to County agencies of confined space work within Fire District.

8-5-17 Building generator checked. Fluids okay. 579.2 hours to date.

8-6-17 1900 ODP Filled 2 SCBA bottles for WFD.

8-7-17 1752 ODP made all proper notifications to County agencies of confined space work within Fire District.

8-9-17 UPS delivery received.

8-10-17 ODP made all proper notifications to County agencies of confined space work within Fire District.

8-12-17 ODP found wallet on front steps of Station 2. Made notification to Woodbridge Police Department. 0830 Woodbridge Police picked up found wallet.

0915 ODP made all proper notifications to County agencies of confined space work within Fire District.

1100 All apparatus washed. Building Generator checked, fluids are okay, 597.8 hours to date.

8-14-17 0702 ODP made all proper notifications to County agencies of confined space work within Fire District.

0830 ODP removed memorial bunting as per 30 day protocol.

0850 ODP replaced bolt over Bay door #5.

0857 Ehrlich Pest control here providing service.

1930 Volunteer Fire Company Meeting in Hall.

8-15-17 1130 ODP issued an additional front door key to Commissioner Nardiello.

8-16-17 0930 Commissioner Zullo authorized Daycare facility to use Fire District dumpster.

1230 UPS delivery for S. Weber received.

8-17-17 ODP made all proper notifications to County agencies of confined space work within Fire District.

Delivery received from Fords Mill Supply.

8-18-17 Delivery from Staples Received

8-21-17 0800 ODP made all proper notifications to County agencies of confined space work within Fire District.

8-23-17 ODP maintained all lawns.

8-24-17 Middlesex Water Company here notifying of Water main repair on Port Reading Avenue. Water to be shut off to firehouse on Monday August 28th.

8-25-17 0650 ODP made all proper notifications to County agencies of confined space work within Fire District.

1210 Confires here providing service for First Aid Squad.

8-27-17 0747 ODP made all proper notifications to County agencies of confined space work within Fire District.

0940 Building Generator checked. Fluids Okay. 581.0 hours to date.

0945 All apparatus washed and apparatus bay floor.

8-28-17 0800 ODP made all proper notifications to County agencies of confined space work within Fire District.

0900 Water Company working on water main on Port Reading Ave. May be shutting down water to building. ODP connected alternative water supply to building from Hydrant W2-0009 and a contingent.

8-29-17 ODP found refrigerator in Bunk room inoperable. Notified Commissioner Zullo who authorized replacement.

1200 Commissioner Zullo called to notify that he would be requisitioning the Fire Department's formerly assigned Woodbridge Township Sanitation totes for temporary use at neighboring daycare facility until the facilities new dumpster is received.

8-30-17 ODP Demobilized contingent building water supply setup from Hydrant W2-0009.

Training

8-24-17 1900 Monthly departmental drill. Ladder use and refresher training at School #9.

8-29-17 1900-2200 Water Rescue Device Deployment lecture and drill. Practical held at Bowtie pool. Guest participants included one Port Reading First Aid Squad member and Three Woodbridge Police officers.

Fuel

8-10-17 Engine 2-1 added 30 gallons of fuel

8-18-17 Support unit 2-3-4 added 17.8 gallons of fuel

8-25-17 Engine 2-1 added 13.2 gallons of fuel

Equipment

8-7-17 ODP Re-stocked all AED units and first aid kits/jump bags on response units.

8-11-17 0830 Approved Fire Protection here providing annual Extinguisher tests and service.

8-14-17 1000 ODP filled 5 SCBA from apparatuses and replaced 9V batteries on pass devices.

1325 NJ Fire Equipment picked up SCBA for repairs.

8-17-17 Approved Fire Protection returned numerous extinguishers in need of Hydrostatic Testing.

Volunteer Recruitment

No further applicant activity

Officially,

Captain Paul DeLeo



PORT READING FIRE DEPARTMENT

916 West Avenue.

Port Reading, N.J. 07064


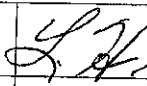
Woodbridge Twp. Fire District No.2

Health and Safety Meeting Minutes

Date: 9/5/17

No. of Pages _____

In Attendance:

	Initial		Initial
FF J. Holloway		Comm. L. Huber	
FF J. Rasimowicz		Comm. L. Nardiello	
Alternate:		Alternate:	
Alternate:		Alternate:	

Start Time: 1904

End Time: 1914

Notes:

COMMITTEE ADVISED COMMISSIONER THAT
OUR FULL TIME STAFF IS BELOW MINIMUM
STAFFING LEVELS AS PER NFPA 1710.
COMMISSIONER HUBER WILL ADVISE BOARD IN
UPCOMING SESSION AND MINUTES WILL REFLECT
OUR MEETING