

Jackson Township Fire District No. 3
Board of Fire Commissioners
Jackson Township, NJ

Minutes of Meeting Held
May 20, 2013

The regular meeting of the Board of Fire Commissioners, District #3, was called to order on May 20, 2013 at 7:32 p.m. by Commissioner C. Jordan.

PRESENT – Commissioners: C. Jordan, S. Jordan, Fatovic, Walter and Gibson, Clerk Bonnie Brown.

ABSENT- None

This meeting was duly advertised in accordance with the open business-meeting act of the State of New Jersey.

VOLUNTEER COMPANY REPORT – President Friedland updates the commissioners on the Roof issue at the main station. The recommended repairs from the insurance company are scheduled within two weeks, but that will not affect operational issues. He will email the start date.

TREASURER'S REPORT – Motion to accept May's financial report made by Commissioner Walter, seconded by Commissioner Gibson. **VOTE: AYE:** Commissioner C. Jordan, S. Jordan, Fatovic, Gibson and Walter. **VOTE NAY:** None.

Discussion regarding extra tablets. Motion to purchase four more by Commissioner Gibson, seconded by Commissioner S. Jordan. Motion amended to purchase five more, so the president of the company can receive one, Motion by Commissioner Gibson, seconded by S. Jordan. **VOTE: AYE:** Commissioner C. Jordan, S. Jordan, Fatovic, Gibson and Walter. **VOTE NAY:** None.

Secretaries Report: Motion to accept April Minutes made by Commissioner S. Jordan, seconded by Commissioner Fatovic. **VOTE: AYE:** Commissioner C. Jordan, S. Jordan, Fatovic, Gibson and Walter. **VOTE NAY:** None.

ATTORNEY REPORT: None - absent

FIRE BUREAU REPORT- See attached report. Motion to approve the Bureau Report by Commissioner S Jordan, seconded by Commissioner Gibson. **VOTE: AYE:** Commissioner C. Jordan, S. Jordan, Fatovic, Gibson and Walter. **VOTE NAY:** None.

Sog Office procedure tabled to next month.

CHIEF'S REPORT – See attached report

Discussion regarding Interstate Mobile for physicals. Better quality for onsite, basic is \$556. Motion by Commissioner Gibson to go with Interstate Mobile, seconded by Commissioner Walter. Motion amended to Try Interstate Mobile, if it doesn't work out, we will not renew. If someone cannot get there, they can go to family practice or to one of the other firehouses, when Interstate Mobile is there. **VOTE: AYE:** Commissioner C. Jordan, S. Jordan, Fatovic, Gibson and Walter. **VOTE NAY:** None.

Detailed discussion regarding the radio issues and the use of Tach 1. Joint board had decided to stay on OCPS 6 until we were booted off, but an email circulated switch us back to Tach 1. Research being done as to the issues with the tower. Need to obtain in writing, the issues with the tower. Commissioner Fatovic spoke with Commissioner Aldrich and was advised of the switch over on Saturday. Commissioner Jordan to reach out to Sgt Siedler about working on the new channel.

Strategic Planning, Chief advises that he will be meeting with John Walter, Ed and Mike this week about completing the assignments.

Discussion regarding Baltimore expo. Motion by Commissioner Gibson, to have the board cover ALL the expenses, seconded by Commissioner S. Jordan. **VOTE: AYE:** Commissioner C. Jordan, S. Jordan, Fatovic, Gibson and Walter. **VOTE NAY:** None.

Discussion regarding the replacement of the engine. Should have the amount needed for the truck and the spec sheet on Friday. Commissioners will need to review and have a special meeting on May 28 at 8:00 p.m.

Discussion regarding the Gear Lockers. A new requisition was to be issued, but never received, per Commissioner Fatovic. Order for Main station to be processed.

Chief Waters advises that they have the First Demonstration at prospect Point Apartments scheduled for next Wednesday. They will be narrating the fire; this is the first time doing this type of drill.

Two probationary Firefighters, Biazzo and Bedrose have completed their practical for Firefighter 1 and should be finishing up this week.

Captain Moore has scheduled two days for the day crew to do smokehouse refresher. Arrangements have been made to have the Volunteers cover during the day while the career staff is off.

OLD BUSINESS – Renovation updates: Commissioner Gibson advises that he is obtaining a 15 yard dumpster to finish cleaning the old donated appliances, and all

the other debris around the building. Requests that the Career staff helps with the painting of the rooms. Gold bond gave a price of \$985.00 to come and strip and was all the floors on the office side of the building. President Friedland has a contact and will send it over. Commissioner Gibson to get two more prices.

Discussion regarding the carpet. Joe was to send a letter, will have to check into the status of this matter. Time frame has probably expired. Commissioner Gibson to look into new flooring for the gym.

Air conditioner for the server room – Commissioner Fatovic to look into this matter.

Chief Waters advises any excess equipment, while cleaning up, like filing cabinets, etc., if it could be turned over to the fire company.

Chief to locate the radio list so that we can put it out on gov deals. Further discussion about 5531 to be put out on gov deals. Commissioner Jordan would like to wait just a little longer on this matter.

Commissioner Gibson looking into a program with the Board of Public Utilities in which they will come and change out every light fixture and bulb for free. Board authorized Commissioner Gibson to research and bring it back to the next meeting.

Discussion regarding the Electric Stove. FO McDonnell advised that it could be used, but the gas stove would be better. Motion to go with the gas stove and return the electric stove by Commissioner S. Jordan, seconded by John Walter. **VOTE: AYE:** Commissioner C. Jordan, S. Jordan, Fatovic, Gibson and Walter. **VOTE NAY:** None.

Requisition for Chairs for \$4,315.68. Motion by Commissioner Walter and seconded by Commissioner Gibson to accept and any excess equipment can be given to another government entity. **VOTE: AYE:** Commissioner C. Jordan, S. Jordan, Fatovic, Gibson and Walter. **VOTE NAY:** None.

NEW BUSINESS – Discussion regarding the Hose and Pump Testing. Joint Board is recommending Fire One. They have advised that they will test using the new NFPA Recommendations, but they will only give us a recommendation and will not condemn the house, per PEOSHA standards. Motion to accept by Commissioner S. Jordan, seconded by Commissioner Gibson. **VOTE: AYE:** Commissioner C. Jordan, S. Jordan, Fatovic, Gibson and Walter. **VOTE NAY:** None.

Discussion regarding FF Schwartz training request for college. All future college requests must be done prior to and a description of the degree intention. Motion to pay by Commissioner S. Jordan, seconded by Commissioner Gibson. **VOTE: AYE:** Commissioner C. Jordan, S. Jordan, Fatovic, Gibson and Walter. **VOTE NAY:** None. FF Schwartz was advised that we need the diploma before any incentives can be given.

Chief Waters requests that the Safety Officer be allowed to respond directly to the scene. Other districts do it, but not district 4. Commissioners concerned about parking and accidents. Commissioner C Jordan suggests we test it out. The SOG will need a little work. Commissioner approve for a trial basis of 6 months, motion by S Jordan, seconded by Commissioner Walter. **VOTE: AYE:** Commissioner C. Jordan, S. Jordan, Gibson and Walter. **VOTE NAY:** Commissioner Fatovic.

Discussion regarding phone specs. It was determined that they are all different and the commissioners are unable to make a determination. Commissioner C. Jordan will write a phone spec and resubmit to the different companies so that we can have bids on the same spec.

JOINT BOARD UPDATES: Commissioner S. Jordan advises that at the workshop the discussion of the Joint Contract and that they are requesting a 10 year agreement. They also agreed upon Fire one as the pump and hose testing company. Also they discussed the radio issue and are looking to hire someone to look into it and monitor the situation.

PUBLIC: None

Motion to accept a Resolution authorizing a closed-session for executive session for the purpose of discussing potential litigation; lawyer-client privileged material and personnel material. Subject matter to be released when it is no longer privileged, by Commissioner Walter, Seconded by Commissioner S. Jordan. **VOTE: AYE:** Commissioner C. Jordan, S. Jordan, Fatovic, Walter and Gibson. **NAY:** None.

Meeting closed to the public for Executive at 8:35 p.m.

Executive session opened at 8:35 p.m. In attendance are Commissioners S.Jordan, C. Jordan, Fatovic, Gibson and Walter. Chief Waters, Assist. Chief Carson, President Friedland and SO Hussey.

Executive session closed at 9:18 p.m.

Regular meeting reopened at 9:18 p.m.

It was determined that the Truck Committee meeting needs to be moved to Friday, May 31st at 8 p.m.

Commissioner Gibson would like to purchase a Radio for \$650. Need to research and get price quotes and be sure it is dual band capable to be able to program 700's. Table to next meeting or have for the 31st.

Motion to adjourn the meeting at approximately 9:23 p.m. by Commissioner S. Jordan; seconded by Commissioner Walter. **VOTE: AYE.** : Commissioner C. Jordan, S. Jordan, Fatovic, Walter and Gibson. **NAY:** None.

A handwritten signature in black ink, appearing to read "Andrew Gibson". The signature is fluid and cursive, with a long horizontal stroke at the end.

COMMISSIONER GIBSON, SECRETARY

Jackson Twp Board of Fire Commissioners Dist. #3

Cash Balances

As of May 20, 2013

	May 20, 13	
	Debit	Credit
1101.01 · NJ State Cash Management	59,279.20	
1102.03 · Fulton Bank Fire Bureau 2206	116,006.94	
1105.01 · Shore Community Bank-MMKT 026	201,304.45	
1106.01 · Shore Comm Beacon Municipal 534	211.70	
1107.01 · Shore Com Bank Freedom Liq 764	172,956.55	
1108.01 · Fulton Bank Payroll 2205	48,004.70	
1109.01 · Fulton Bank General Fund 2204	120,201.71	
1111.01 · Fulton Bank MMKT 7655	189,482.23	
TOTAL	907,447.48	0.00

Jackson Twp Board of Fire Commissioners Dist. #3
Treasurer's Report
As of May 21, 2013

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
1109.01 · Fulton Bank General Fund 2204				
05/21/2013	1920	AmeriGas		(1,428.69)
05/21/2013	1921	Auto Zone	770577 (Needs Vouch...	(15.99)
05/21/2013	1923	Battery Warehouse Direct		(130.17)
05/21/2013	1924	c h towing		(75.00)
05/21/2013	1925	cablevision		(334.50)
05/21/2013	1926	Colleen Theobald		(100.00)
05/21/2013	1927	Complete Security Systems	02535B4	(287.00)
05/21/2013	1928	Diversified inspections/Independent T...		(1,324.35)
05/21/2013	1929	Edwards Tire Co.		(929.60)
05/21/2013	1930	Embroider Me		(33.00)
05/21/2013	1931	Fire Fighters Equipment		(63.50)
05/21/2013	1932	Firehouse Expo		(6,405.00)
05/21/2013	1933	Galls	4796515	(190.96)
05/21/2013	1934	Granger Industrial Equipoment	857124861	(224.46)
05/21/2013	1935	Grossman, Michael		(99.95)
05/21/2013	1936	H & D Fire Extinguisher Co.		(110.00)
05/21/2013	1937	Hytec Telephone		(165.00)
05/21/2013	1938	JCP & L		(615.85)
05/21/2013	1939	Jersey Coast Fire & Equipment, Inc.		(210.00)
05/21/2013	1940	KC Computer Specialists		(2,200.00)
05/21/2013	1941	Less Stress Instructional Services		(500.00)
05/21/2013	1942	Marpal Disposal		(85.98)
05/21/2013	1943	Mine Safety Appliances		(222.00)
05/21/2013	1944	Monmouth County Fire Prevention As...		(650.00)
05/21/2013	1945	Moore, Edward		(190.58)
05/21/2013	1946	MSA Company		(721.00)
05/21/2013	1947	New Jersey Fire Equipment		(18,640.00)
05/21/2013	1948	ozane	1271	(85.00)
05/21/2013	1949	Tasc Fire Apparatus, Inc.		(450.00)
05/21/2013	1950	Toms River Fire Academy Burn Facility		(550.00)
05/21/2013	1951	Turnout Fire & Safety, Inc.		(626.71)
05/21/2013	1952	UPS		(33.79)
05/21/2013	1953	Galls	4796515	(422.90)
05/21/2013	1954	H & D Fire Extinguisher Co.		(64.00)
05/21/2013	1955	Monmouth County Fire Prevention As...		(50.00)
05/21/2013	1956	Turnout Fire & Safety, Inc.		(225.27)
05/21/2013	1957	Galls	4796515	(30.98)
05/21/2013	1958	Tomar Industries	424602	(822.36)
05/21/2013	1959	County Line Hardware		(65.86)
05/21/2013	1960	Blaze Emergency Equipment Co		(529.47)
05/21/2013	1961	FMBA Local No 86		(159.78)
05/21/2013	1962	Blaze Emergency Equipment Co		(187.50)
05/21/2013	1963	Blaze Emergency Equipment Co		(124.25)
05/21/2013	1964	Blaze Emergency Equipment Co		(37.50)
05/21/2013	1965	Blaze Emergency Equipment Co		(750.00)
05/21/2013	1966	Blaze Emergency Equipment Co		(1,684.86)
05/21/2013	1967	Schwartz, Vincent J.		(436.00)
05/21/2013	1968	Schwartz, Vincent J.		(1,492.53)
Total 1109.01 · Fulton Bank General Fund 2204				(44,781.34)
TOTAL				(44,781.34)

AGENDA

Pursuant to the Open Public Meetings Act of the State of New Jersey, this meeting was duly advertised in the Asbury Park Press and is called to order at _____ p.m. on May 20, 2013.

1. Pledge of allegiance
2. Attendance
3. Volunteer Company Report
 - a. See attached report
4. Secretary's report
 - a. Minutes of April's meeting
5. Treasurer's Report
 - a. Treasury report for May
 - b. Purchase of additional tablets
6. Attorney's Report
7. Fire Bureau Report
 - a. See attached report
 - b. Approval of sog – office procedure
8. Chief's Report
 - a. See attached report
9. Old Business-
 - a. Renovation updates
 - b. New Stove for substation (Gas v electric)
 - c. Discussion to utilize Interstate Mobile for physicals
 - d. Discussion on Radio Issues
 - e. Roof project at Main Station
 - f. Strategic Planning
 - g. Baltimore Expo Training
 - h. Specifications and Cost Estimate for Replacement of Engine 11
 - i. Gear Lockers