

**Jackson Township Fire District No. 3**

**Board of Fire Commissioners**

**Jackson Township, New Jersey**

**Minutes of Meeting Held**

**February 18, 2014**

The regular meeting of the Board of Fire Commissioners, District #3, was called to order at 7:32pm by Commissioner C. Jordan on February 18, 2014.

**PRESENT**-Commissioners: Cliff Jordan, Michael Fatovic, John Walter, Scott Jordan, Stephen Gibson and District Attorney.

**ABSENT**-None

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

**VOLUNTEER COMPANY REPORT**-5 FF graduated from the Academy. FF Principe fell on ice at Main Blg. Emergency suggested he see a specialist. A Workers Comp report was filed. The Volunteer Contract was discussed Board Attorney Joseph Youssouf will compose paragraph 10 of contract. President Friedland asked if the board would extend the contract 30 more days until the contract is completed. Commissioner Fatovic motioned to extend and Commissioner Walter 2<sup>nd</sup>, Vote: All Aye.

**SECRETARIES REPORT**-Commissioner Walter motioned to accept January Minutes, 2nd by Commissioner Fatovic, Vote: All Commissioners Aye.

**TREASURER'S REPORT**-Financial Reports were left on the conference table for the public and board. Treasurer's report was read by Commissioner S. Jordan. Commissioner C. Jordan motioned to accept Treasurer's report, Commissioner Walter 2nd. Vote: All Aye.

**ATTORNEY REPORT**-Board Attorney Youssouf said there has been no response to his letter dated January 15, 2014 to DCA. The Reorganization meeting will be March 17, 2014. The Budget passed at the February 15<sup>th</sup> Election. Brad Reiter won the commissioner position. The new commissioner will be sworn in at that meeting. Discussion to meeting dates was confirmed for 2014 to be on the Third Monday each month.

**FIRE BUREAU REPORT**-See attached 2013 Annual Report

**CHIEF'S REPORT**-See attached Report. Training will be held Wed 2/26 4hrs in the morning and 4hrs in evening on new Truck. Commissioner Fatovic went over the setup of 5501. All equipment for 5501 has been ordered. Equipment mounting was approved but the board is waiting for all the equipment to come in before sending truck out. Volunteers asked if the board could follow up on the registration and title work for the new truck. 5511 will be repaired despite rumors of us selling the truck. The commissioners will not be selling 5511.

**SUPERVISORY REPORT**- Discussion pursued about a call from January and having two trucks down. Commissioner Walter and Fatovic discussed briefly the condition of the 5531, rusted, old and should be replaced. (Pierce Pumper) The list of requisitions on agenda, were motioned to be approved by Commissioner Fatovic, 2<sup>nd</sup> by Gibson. Vote: All Aye.

**OLD BUSINESS**- The roof in the Gym is leaking. It was addressed to call insurance and call for quotes. The gym will be taped off. Radios are to be returned to Sunny Communications they should not be sent back with new batteries nor mic's. They were purchased with a different vendor.

**NEW BUSINESS**-New phone system quotes were provided for approval. The board tabled until Commissioner Walter could review with Fire Official McDonnell. Active 911 approval was motioned by Commissioner Gibson, 2<sup>nd</sup> by Fatovic Vote: All Aye. Commissioner Gibson brought three quotes for a ductless A/C unit for the gym. Commissioner Gibson motioned to accept Liberty Air for \$5,600 to replace and install a Fujitsu 1 ton air conditioner ductless mini split, 2<sup>nd</sup> by S. Jordan. Vote: All Aye.

**OPEN TO THE PUBLIC** During the public session a citizen of Jackson read allowed the tax rates for all the districts from the 2014 Jackson Fire District Budgets.

**JOINT BOARD UPDATES** A contract came in from Waterway . We have not used them in 3 years. The Joint Board is going to discuss Ariel & Hose testing at the next meeting. The joint board will most likely using Fire One. Diversified did not label properly. Arbor Tree will be holding a chain saw training class. A discussion was raised about a letter sent out from Jackson Fire Dist# 2 wanting to move the Fire Bureau to the Joint Board. Board Attorney Youssouf stated a municipality must hold that office. Questions from the public were asked on the topic and the board responded respectively.

**EXECUTIVE SESSION**-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, motioned by Commissioner C Jordan, 2<sup>nd</sup> by Commissioner Fatovic , Vote: All Aye.

Meeting closed to the public for Executive at 8:31 pm.Executive session opened at 8:38pm. In attendance are Commissioner's Cliff Jordan, Michael Fatovic, Scott Jordan, Stephen Gibson and John Walter.

Executive Session closed at 9:02pm.

Regular meeting opened at 9:05pm.

**PUBLIC**-None

Motion to adjourn the meeting at approximately 9:15pm by Commissioner C Jordan, 2<sup>nd</sup> by Commissioner Fatovic. Vote: All Aye.



COMMISSIONER GIBSON, SECRETARY

# 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 730p.m. on February 18, 2014.

1. Attendance
2. Volunteer Company Report-see attached report
3. Secretary's report
4. Treasurer's Report
5. Attorney's Report
6. Fire Official Report-see attached report
7. Chief's Report –see attached report
8. Supervisory Commissioner Report
  - Approved Requisitions:
    - A: Air Purifiers: repair of hose 5505
    - B: FF1- Dewalt tools
    - C: STS- 5524 windshield wipers
    - D: Advanced Furnace & Holmes Air Cond.- Duct cleaning
    - E: New Jersey Fire Equipment- washers
    - F: health consultants: GT-42 gas meter calibration software/kit
    - G: Motorola-Portable Radios and Accessories
    - H: Office Depot – water coolers
    - I: Fire & Safety-Equipment Mounting
    - J: Course registration for Nicholas Libonati
    - K: Blaze deficiency list repairs
- Key Support:
  - A: Farmingdale Road Fire
9. Old Business-
10. New Business-
  - A: Phone system (see attached quotes)
  - B: Active 911

11. Joint Board Activities

12. Open to Public

13. Executive Session

14. Adjournment

2:44 PM

02/18/14

Accrual Basis

# Jackson Twp Board of Fire Commissioners Dist. #3

## Cash Balances

As of February 18, 2014

	Feb 18, 14	
	<u>Debit</u>	<u>Credit</u>
1101 · NJ State Cash Management	59,299.13	
1102.03 · Fulton Bank Fire Bureau 2206	124,817.19	
1105 · Shore Community Bank-MMKT 026	201,503.87	
1106 · Shore Comm Beacon Municipal 534	211.70	
1107 · Shore Com Bank Freedom Liq 764	173,191.26	
1108 · Fulton Bank Payroll 2205	157,538.21	
1109 · Fulton Bank General Fund 2204	443,284.25	
1111 · Fulton Bank MMKT 7655	126,918.47	
<b>TOTAL</b>	<b><u>1,286,764.08</u></b>	<b><u>0.00</u></b>

2:05 PM

## Jackson Twp Board of Fire Commissioners Dist. #3

02/18/14

## Treasurer's Report

Accrual Basis

As of February 18, 2014

Date	Num	Name	Memo	Amount
<b>1109 - Fulton Bank General Fund 2204</b>				
02/10/2014	2321	Advanced Furnance		(1,387.00)
02/18/2014	2322	AI SH Fire Protection		(6,195.00)
02/18/2014	2323	Air & Gas Technologies, Inc.		(1,036.00)
02/18/2014	2324	Air Purifiers		(1,267.50)
02/18/2014	2325	AmeriGas		(4,436.45)
02/18/2014	2326	Arrow Locksmiths & Security		(240.00)
02/18/2014	2327	Asbury Park Press		(259.80)
02/18/2014	2328	AT&T		(216.94)
02/18/2014	2329	Blaze Emergency Equipment Co		(12,111.28)
02/18/2014	2330	BPC Inc		(2,795.43)
02/18/2014	2331	cablevision		(321.50)
02/18/2014	2332	Code-2		(686.38)
02/18/2014	2333	County Line Hardware		(15.90)
02/18/2014	2334	Debra A Smith		(200.00)
02/18/2014	2335	Dover Oil		(660.79)
02/18/2014	2336	Embroider Me		(360.00)
02/18/2014	2337	Fire Fighter One Prof safety services		(873.00)
02/18/2014	2338	Fire Fighters Equipment		(28,704.58)
02/18/2014	2339	Ford, Andrew		(717.53)
02/18/2014	2340	Francis McDonnell		(412.82)
02/18/2014	2341	Galls	4796515	(143.98)
02/18/2014	2388	Gear Grid		(6,792.00)
02/18/2014	2343	Holmes Heating, Air Cond & refrigerat...		(2,200.00)
02/18/2014	2344	Hytec Telephone		(165.00)
02/18/2014	2345	JCP & L		(2,053.69)
02/18/2014	2346	JTVFC#1		(600.00)
02/18/2014	2347	Kelly Kilowatt		(414.74)
02/18/2014	2348	Leaf Capitol Funding LLC		(91.28)
02/18/2014	2349	LexisNexis - Matthew Bender		(208.89)
02/18/2014	2351	McGinn & Son, LLC		(300.00)
02/18/2014	2352	Miriam Stacy (firefighter)		(25.00)
02/18/2014	2353	motorola solutions Inc		(1,050.00)
02/18/2014	2354	New Jersey Fire Equipment		(3,055.30)
02/18/2014	2355	NFPA		(1,165.50)
02/18/2014	2356	Nicholas Semanchik		(100.00)
02/18/2014	2357	Nick Nowikow		(225.00)
02/18/2014	2358	ozane	1271	(85.00)
02/18/2014	2359	Pest Dr's Termite & Pest Control		(150.00)
02/18/2014	2360	Pierce Manufacturing, Inc.		(2,934.00)
02/18/2014	2361	Skylands Area Fire		(1,018.00)
02/18/2014	2362	Son Rise	2846	(1,208.00)
02/18/2014	2363	STS Auto		(459.57)
02/18/2014	2364	Tasc Fire Apparatus, Inc.		(210.00)
02/18/2014	2365	The Fire Store	JACKTWP	(33.79)
02/18/2014	2366	The Star Ledger		(2.32)
02/18/2014	2367	Turnout Fire & Safety, Inc.		(227.59)
02/18/2014	2368	UPS		(65.50)
02/18/2014	2369	Watchung	VOID: paid on check 2...	0.00
02/18/2014	2370	Wells Fargo Financial		(765.00)
02/18/2014	2371	Withum Smith+Brown		(410.00)
02/18/2014	2372	Galls	4796515	(63.02)
02/18/2014	2373	Kelly Kilowatt		(248.13)
02/18/2014	2374	Miriam Stacy (firefighter)		(90.00)
02/18/2014	2375	New Jersey Fire Equipment		(1,760.00)
02/18/2014	2376	The Fire Store	JACKTWP	(635.38)
02/18/2014	2377	Watchung		(424.39)
02/18/2014	2378	Galls	4796515	(143.93)
02/18/2014	2379	Miriam Stacy (firefighter)		(38.81)
02/18/2014	2380	New Jersey Fire Equipment		(261.27)
02/18/2014	2381	Galls	4796515	(920.76)
02/18/2014	2382	Galls	4796515	(675.16)
02/18/2014	2383	Galls	4796515	(56.98)
02/18/2014	2384	Galls	4796515	(149.99)
02/18/2014	2385	Less Stress Instructional Services		(250.00)
02/18/2014	2389	Colleen Theobald		(100.00)
02/18/2014	2390	KC Computer Specialists		(1,000.00)
02/18/2014	2391	Toms River Fire Academy Burn Facility		(425.00)
02/18/2014	2393	Jackson Township First Aid Squad		(1,100.00)
02/18/2014	auto	Office Depot		(277.95)

## Jackson Twp Board of Fire Commissioners Dist. #3 Profit & Loss Budget vs. Actual

January 1 through February 18, 2014

	Jan 1 - Feb 18, 14	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
305.2 · Unreserved Fund Balance	0.00		
4100 · Taxation from Township	0.00	290,000.00	-290,000.00
4200 · Supplemental Fire Serv Grant	0.00	2,524,098.00	-2,524,098.00
4300 · Whitesville Contract	0.00	3,257.00	-3,257.00
4400 · Bureau of Fire Safety	0.00	39,015.00	-39,015.00
4401 · Registration Fees-Dist 1	85.00	0.00	85.00
4402 · Registration Fees-Dist 2	323.80	0.00	323.80
4701 · Permit Fees-Dist 1	127.00	0.00	127.00
4713 · Life Hazard Fees-Dist 3	7,720.78	0.00	7,720.78
4722 · Site Plan Review-Dist 2	110.00	0.00	110.00
4732 · Fire Reports-Dist 2	25.00	0.00	25.00
4733 · Fire Report Fees-Dist 3	85.00	0.00	85.00
4400 · Bureau of Fire Safety - Other	0.00	130,538.00	-130,538.00
<b>Total 4400 · Bureau of Fire Safety</b>	<b>8,476.58</b>	<b>130,538.00</b>	<b>-122,061.42</b>
4600.01 · General Interest Income	0.00	1,000.00	-1,000.00
<b>Total Income</b>	<b>8,476.58</b>	<b>2,987,908.00</b>	<b>-2,979,431.42</b>
<b>Gross Profit</b>	<b>8,476.58</b>	<b>2,987,908.00</b>	<b>-2,979,431.42</b>
<b>Expense</b>			
<b>Capital Items</b>			
5810 · Capital -Building Renovations	8,179.00	0.00	8,179.00
<b>Total Capital Items</b>	<b>8,179.00</b>	<b>0.00</b>	<b>8,179.00</b>
<b>TOTAL ADMINISTRATION</b>		0.00	8,179.00
<b>Total Admin Other Expe</b>			
<b>Operations</b>			
5286 · Miscellaneous	0.00	1,750.00	-1,750.00
<b>Total Operations</b>	<b>0.00</b>	<b>1,750.00</b>	<b>-1,750.00</b>
<b>5200 · Office Expenses</b>			
5204 · Computer Supplies	0.00	2,000.00	-2,000.00
5205 · Office Supplies	1,226.43	4,500.00	-3,273.57
5206 · Postage	92.51	750.00	-657.49
5210 · Photocopier Lease and Maintenanc	2,644.49	5,000.00	-2,355.51
<b>Total 5200 · Office Expenses</b>	<b>3,963.43</b>	<b>12,250.00</b>	<b>-8,286.57</b>
<b>5220 · Professional Services</b>			
5225 · Commissioner Salaries	0.00	21,000.00	-21,000.00
5229 · Accountant	0.00	36,000.00	-36,000.00
5230 · Attorney Fees	0.00	30,000.00	-30,000.00
5231 · Joint Board Of Fire Comm	1,100.00	75,000.00	-73,900.00
5232 · Payroll Services	0.00	3,500.00	-3,500.00
5233 · Medical Physicals	0.00	20,000.00	-20,000.00
5234 · Auditor	4,331.00	20,000.00	-15,669.00
5240 · Litigation Expenses	0.00	5,000.00	-5,000.00
5250 · JTVFC#1 Fire Suppression	0.00	118,855.00	-118,855.00
<b>Total 5220 · Professional Services</b>	<b>5,431.00</b>	<b>329,355.00</b>	<b>-323,924.00</b>
5270 · Insurance	0.00	55,000.00	-55,000.00
5275 · Election	390.00	1,500.00	-1,110.00
5306 · Membership dues lic subs	2,047.89	4,500.00	-2,452.11
<b>Total Total Admin Other Expe</b>	<b>11,832.32</b>	<b>404,355.00</b>	<b>-392,522.68</b>
<b>Total TOTAL ADMINISTRATION</b>	<b>11,832.32</b>	<b>404,355.00</b>	<b>-392,522.68</b>
<b>TOTAL COST OPERATIONS &amp; MAINTEN</b>			
<b>Total Costs of Oper Other Expen</b>			
<b>Purchase of Assests - noncapita</b>			
5605 · Assot Purchase -Rescue	0.00	10,000.00	-10,000.00
5610 · Assot Purchase -Hand Tools	873.00	1,000.00	-127.00
5615 · Assot Purchase-Hose and Nozzles	0.00	4,800.00	-4,800.00
5620 · Assot Purchase-Technology	0.00	7,000.00	-7,000.00
5630 · Assot Purchase- Radio Equipment	0.00	5,000.00	-5,000.00
5635 · Pass Devices	0.00	5,000.00	-5,000.00
5639 · Computer Upgrades	0.00	7,000.00	-7,000.00
<b>Total Purchase of Assests - noncapita</b>	<b>873.00</b>	<b>39,800.00</b>	<b>-38,927.00</b>
<b>Total Maintenance Buildings</b>			
5500 · Substation Maintenance			
5501 · M&R Substation - Exterminating	744.39	1,200.00	-455.61
5505 · M&R Substation-Alarm	235.92	1,700.00	-1,464.08
5510 · M&R Substation-Cleaning	0.00	1,350.00	-1,350.00
5515 · M&R Substation-Door	0.00	500.00	-500.00
5520 · M&R Substation - Misc	2,786.92	6,500.00	-3,713.08
5525 · M&R Substation - Heating/Air	0.00	1,500.00	-1,500.00
5530 · M&R Substation - Gym Equip	0.00	500.00	-500.00
5535 · M&R Substation-Generator Maint	0.00	500.00	-500.00
5540 · M&R Substation-Grounds Maint	300.00	500.00	-200.00
<b>Total 5500 · Substation Maintenance</b>	<b>4,067.23</b>	<b>14,250.00</b>	<b>-10,182.77</b>
<b>Total Total Maintenance Buildings</b>	<b>4,067.23</b>	<b>14,250.00</b>	<b>-10,182.77</b>
5200.01 · Fire Hydrant Rentals	0.00	83,860.00	-83,860.00
5290.01 · Uniforms			
5291 · Paidmen Uniforms	4,834.87	12,000.00	-7,165.13
5292 · Paidmen Cleaning Uniforms	353.53	0.00	353.53
5293 · Volunteer Uniforms	0.00	2,500.00	-2,500.00
5295 · Turnout Gear Upgrades	0.00	1,500.00	-1,500.00
5296 · Turnout Gear	0.00	20,000.00	-20,000.00
5297 · Turnout Gear Replacemonts	0.00	10,000.00	-10,000.00
<b>Total 5290.01 · Uniforms</b>	<b>5,188.40</b>	<b>46,000.00</b>	<b>-40,811.60</b>
5300.01 · Training & Education			
5300 · Training	25.00	0.00	25.00
5301 · Training & Education-Paidmen	299.00	18,000.00	-17,701.00
5302 · Training & Education-Volunteer	1,327.53	30,000.00	-28,672.47
5304 · Training & Education Career FF	0.00	5,000.00	-5,000.00
5305 · Volunteer College	0.00	5,000.00	-5,000.00
<b>Total 5300.01 · Training &amp; Education</b>	<b>1,651.53</b>	<b>58,000.00</b>	<b>-56,348.47</b>
5400.01 · Maintenance & Repair			
5400 · M&R Cascade Maint	2,434.45	2,450.00	-15.55
5405 · M&R Computer	2,100.00	13,200.00	-11,100.00
5410 · M&R Air Pack Maintenance	3,319.07	3,000.00	319.07
5415 · M&R Air Pack Tosting	0.00	2,000.00	-2,000.00
5420 · M&R Oxygen Bottle Refills	0.00	1,000.00	-1,000.00

### Jackson Twp Board of Fire Commissioners Dist. #3 Profit & Loss Budget vs. Actual

January 1 through February 18, 2014

	Jan 1 - Feb 18, 14	Budget	\$ Over Budget
5425 · M&R Radio & Pager Maintenance	280.00	7,000.00	-6,720.00
5430.01 · M&R Misc	110.49	3,500.00	-3,389.51
5440 · M&R Ladder Testing	0.00	2,250.00	-2,250.00
5445 · M&R Hose Testing	0.00	3,800.00	-3,800.00
5450.01 · M&R Hose Repair	0.00	1,000.00	-1,000.00
5460 · M&R Extinguisher Maintenance	0.00	750.00	-750.00
5465 · M&R Replacement of Damaged Equip	0.00	1,000.00	-1,000.00
5470 · M&R Rescue Maint-Hurst Tool	210.00	2,000.00	-1,790.00
5475 · M&R Rescue Maint.-Misc	0.00	750.00	-750.00
5480 · M&R Gear Cleaning	0.00	750.00	-750.00
5485 · Pump Testing	0.00	1,000.00	-1,000.00
<b>Total 5400.01 · Maintenance &amp; Repair</b>	<b>8,454.01</b>	<b>45,450.00</b>	<b>-36,995.99</b>
5644 · Supplies Expenses	0.00	1,500.00	-1,500.00
5645 · EMS Supplis	0.00	2,000.00	-2,000.00
5646 · EMS Defib Maintenance	0.00	0.00	0.00
<b>Total 5644 · Supplies Expenses</b>	<b>0.00</b>	<b>3,500.00</b>	<b>-3,500.00</b>
5710 · Contingent	0.00	25,000.00	-25,000.00
5715 · Conventions	0.00	5,000.00	-5,000.00
5735 · Basic Entitlement Grant	1,050.00	3,257.00	-2,207.00
5840 · Fire Equipment	1,018.00	22,200.00	-21,182.00
<b>Total Total Costs of Oper Other Expen</b>	<b>22,302.17</b>	<b>346,317.00</b>	<b>-324,014.83</b>
<b>Total TOTAL COST OPERATIONS &amp; MAINTEN</b>	<b>22,302.17</b>	<b>346,317.00</b>	<b>-324,014.83</b>
<b>TOTAL DEBT SERVICE</b>	<b>0.00</b>	<b>108,200.00</b>	<b>-108,200.00</b>
Debt Service - Bonds	0.00	108,200.00	-108,200.00
5760.01 · Serial Bonds-Principal Payment	0.00	108,200.00	-108,200.00
<b>Total Debt Service - Bonds</b>	<b>0.00</b>	<b>108,200.00</b>	<b>-108,200.00</b>
Debt Service - Interest	0.00	24,435.00	-24,435.00
5770.01 · Serial Bonds Interest	0.00	24,435.00	-24,435.00
<b>Total Debt Service - Interest</b>	<b>0.00</b>	<b>24,435.00</b>	<b>-24,435.00</b>
<b>Total TOTAL DEBT SERVICE</b>	<b>0.00</b>	<b>132,635.00</b>	<b>-132,635.00</b>
5001 · Admin Salary and Wages	1,280.00	40,000.00	-38,720.00
5003 · Salaries - Asst Admin Clerk	0.00	3,000.00	-3,000.00
5004 · Salaries - Admin Overtime Clerk	0.00	0.00	0.00
<b>Total 5001 · Admin Salary and Wages</b>	<b>1,280.00</b>	<b>43,000.00</b>	<b>-41,720.00</b>
5050 · Operations Salary & Wages	4,146.40	109,963.00	-105,816.60
5051 · Salaries - LT Schoch	4,214.34	110,728.00	-106,513.66
5052 · Salaries - LT G. Moroney	4,546.49	98,558.00	-94,011.51
5053 · Salaries - FF Stacy	3,210.97	66,655.00	-63,444.03
5054 · Salaries - FF Granato	4,338.40	115,063.00	-110,724.60
5055 · Salaries - Captain Moore	3,853.93	79,460.00	-75,606.07
5056 · Salaries - FF Howles	3,440.51	79,460.00	-76,019.49
5057 · Salaries - FF Hilger	2,884.39	72,910.00	-70,025.61
5058 · Salaries - FF Grossman	5,339.88	79,460.00	-74,120.12
5059 · Salaries - FF Zimmerman	3,104.80	79,460.00	-76,355.20
5060 · Salaries - FF McLaughlin	0.00	33,456.00	-33,456.00
5061 · Benefit Resorvos	2,643.30	60,586.00	-57,942.70
5062 · Salaries - FF Perrotto	2,429.63	60,586.00	-58,156.37
5063 · Salaries - FF Schwartz	0.00	25,000.00	-25,000.00
5064 · Overtime-Drivers	0.00	12,000.00	-12,000.00
5066 · Salaries - Working out of Class	0.00	0.00	0.00
5370 · Health Ins - dist 4	-8,217.05	0.00	-8,217.05
<b>Total 5050 · Operations Salary &amp; Wages</b>	<b>35,935.99</b>	<b>1,083,345.00</b>	<b>-1,047,409.01</b>
5100 · Admin Fringe Benefits	13,688.05	16,419.00	-2,730.95
5114 · Health Insurance - Admin	76.42	2,480.00	-2,403.58
5120 · Social Security-Admin	17.87	580.00	-562.13
5121 · Medicare-admin	19.42	250.00	-230.58
5141 · Unemployment-admin	3.20	100.00	-96.80
5151 · Disability Insurance-admin	0.00	11,824.00	-11,824.00
5161 · Pension-admin	0.00	300.00	-300.00
5172 · Worker's Compensation - admin	0.00	0.00	0.00
<b>Total 5100 · Admin Fringe Benefits</b>	<b>13,804.96</b>	<b>31,953.00</b>	<b>-18,148.04</b>
5110 · Operations Fringe Benefits	678.00	17,400.00	-16,722.00
5101 · Medicare	2,899.00	75,000.00	-72,101.00
5102 · Social Security	730.09	3,185.00	-2,454.91
5140 · Unemployment	690.40	1,200.00	-509.60
5150 · Disability Insurance	0.00	211,093.00	-211,093.00
5160 · Pension	0.00	55,000.00	-55,000.00
5170 · Workers Compensation-Paidmen	0.00	18,000.00	-18,000.00
5171 · Workers Compensation-Volunteer	0.00	266,387.00	-266,387.00
5176 · Health Insurance	53,728.57	0.00	53,728.57
<b>Total 5110 · Operations Fringe Benefits</b>	<b>58,726.06</b>	<b>647,265.00</b>	<b>-588,538.94</b>
5280 · Advertising	264.44	750.00	-485.56
5285 · Background Checks	50.00	750.00	-700.00
5401 · M&R Trucks	1,867.33	0.00	1,867.33
5425 · M&R Unit 5503 Ford Rescue	1,550.00	0.00	1,550.00
5430 · M&R Unit 5505 Pierce Ladder	5,136.68	0.00	5,136.68
5432 · M&R Unit 5511 HME Pumper	325.00	0.00	325.00
5433 · M&R Unit Ford F250	745.00	0.00	745.00
5434 · M&R Unit 5519 Ford Brush	6,959.50	0.00	6,959.50
5435 · M&R Unit 5521 Pierce Pumper	459.57	0.00	459.57
5436 · M&R Unit 5524 Ford Excursion	1,672.00	0.00	1,672.00
5438 · M&R Unit 5541 Pierce Pumper	0.00	65,000.00	-65,000.00
5401 · M&R Trucks - Other	0.00	0.00	0.00
<b>Total 5401 · M&amp;R Trucks</b>	<b>18,715.08</b>	<b>65,000.00</b>	<b>-46,284.92</b>
5640 · Utilities	13,677.63	15,000.00	-1,322.37
5650 · Heat	2,688.80	12,500.00	-9,811.20
5655 · Electric	643.00	4,200.00	-3,557.00
5660 · Telephone	816.94	1,800.00	-983.06
5665 · Mobile Phone	294.55	1,500.00	-1,205.45
5670 · Water	173.70	1,000.00	-826.30
5675 · Garbage	0.00	1,000.00	-1,000.00
5685 · Water/Sewer	0.00	0.00	0.00
<b>Total 5640 · Utilities</b>	<b>18,294.62</b>	<b>37,000.00</b>	<b>-18,705.38</b>
5690 · Fuel - Trucks	5,167.75	25,000.00	-19,832.25
5695 · Fuel - Generator	4,436.45	0.00	4,436.45
5725 · LOSAP	0.00	40,000.00	-40,000.00
5730 · Fire Bureau Expenditures	0.00	0.00	0.00



Jackson Twp Board of Fire Commissioners Dist. #3

Profit & Loss Budget vs. Actual

January 1 through February 18, 2014

	Jan 1 - Feb 18, 14	Budget	\$ Over Budget
5737 · Printing-Bureau	0.00	1,200.00	-1,200.00
5738 · Postage-Bureau	157.29	750.00	-592.71
5739 · Education/Conventions-Bureau	38.81	1,000.00	-961.19
5740 · Office Supplies/Equipment	406.34	1,200.00	-793.66
5741 · Membership Fees	450.00	1,200.00	-750.00
5742 · Mobile Phone-Bureau	0.00	1,000.00	-1,000.00
5743 · Computer Software	0.00	2,000.00	-2,000.00
5744 · Subscriptions	0.00	300.00	-300.00
5745 · Fire Prvention Specialist	0.00	2,000.00	-2,000.00
5746 · Fire Prevention Material-Bureau	0.00	6,000.00	-6,000.00
5747 · Fire Official Salary	3,973.60	105,388.00	-101,414.40
5748 · Overtime - Fire Official	0.00	2,500.00	-2,500.00
5749 · Vehicle Equipment-Bureau	0.00	5,000.00	-5,000.00
5750 · Misc-Bureau	56.55	1,000.00	-943.45
<b>Total 5730 · Fire Bureau Expenditures</b>	<b>5,082.59</b>	<b>130,538.00</b>	<b>-125,455.41</b>
<b>Total Expense</b>	<b>204,071.43</b>	<b>2,987,908.00</b>	<b>-2,783,836.57</b>
<b>Net Ordinary Income</b>	<b>-195,594.85</b>	<b>0.00</b>	<b>-195,594.85</b>
<b>Net Income</b>	<b>-195,594.85</b>	<b>0.00</b>	<b>-195,594.85</b>

## DawnMarie Hode

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**From:** Lee Friedland <lfriedland102@gmail.com>  
**Sent:** Monday, February 17, 2014 10:35 AM  
**To:** DawnMarie Hode  
**Subject:** Re: reports for meeting

Dawn,  
No real report .  
Discussion on contract  
3 new members by next month.

Please let me know about meeting

Thanks  
Lee



# JACKSON BUREAU OF FIRE SAFETY

FIRE DISTRICT NO. 1 \* 2 \* 3

200 KIERYCH MEMORIAL DRIVE

JACKSON N.J. 08527

FRANK McDONNELL  
FIRE OFFICIAL

Phone (732) 928-1666x14  
fmcdonnell@jacksonfiredist3.org

Fax (732) 928-6500  
www.jacksonfiredist3.org



## FIRE OFFICIAL REPORT FEBRUARY 12, 2014

1. Fire safety PSA press release for February "Carbon Monoxide Poisoning"
2. District 3 website hits 9,890 – 1,695 hits since last report.
3. Residential fire sprinkler bill was vetoed by the Governor.
4. Annual NJDFS fire inspection 2013 monitoring audit being completed online through the RIMS program.
5. FPS Stacy and FF Grossman attended "Reading Arts Day" at Rosenaure school and recived a Certificate of Appreciation for there presentation to the students... Thankyou !
6. Lt Mergner completed the Fire Official course and FF Perrotto is now a NJ certified Fire Inspector passing the State certification exam... Congratulations !
7. Annual fire safety poster contestants now being collected from the schools for judging in March.
8. Remaining Firefighters who have taken the Fire Inspector course please take note of the following certification examinations that are scheduled on the NJ Division of Fire Safety website
  - Burlington County Emergency Services Training Center - March 8, 2014
  - Morris County Firefighter & Police Training Academy - June 14, 2014
  - Middlesex County Fire Academy - September 13, 2014
  - Ocean County Fire & EMS Training Center - December 13, 2014

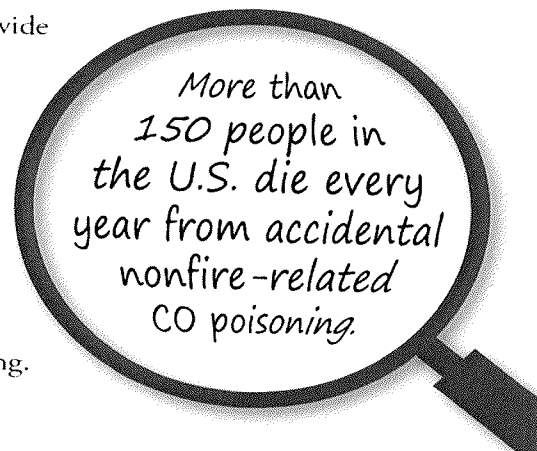


ACTIVITY	DISTRICT 1	DISTRICT 2	DISTRICT 3	TOTAL
LHU Periodic Visits	1	0	0	1
LHU Reinspection Visits	3	0	0	3
NLHU Periodic Visits	9	25	36	70
NLHU Reinspection Visits	14	18	31	63
Fire Permits Issued	2	2	4	8
Complaints/Follow-up	0	12	11	23
Imminent Hazards Issued	0	0	0	0
Penalties Issued	1	5	5	11
Fire Investigations/Notifications	0	2	3	5
Construction Plan Reviews	0	3	1	4
Smoke Detectors Giveaways	0	0	0	0
Fire Safety Presentations	0	0	1	250 Students
Fire Extinguisher Training	0	0	0	0
Summons Complaints Issued	0	0	0	0
Juvenile Fire Setter Interviews	0	0	0	0
INCOME	District 1	District 2	District 3	Total
Local Registrations Fees Paid	\$0.00	\$290.00	\$0.00	\$290.00
LHU Registrations Fees Paid (2013)	\$0.00	\$0.00	\$0.00	\$0.00
Fire Permits Fees Paid	\$42.00	\$0.00	\$0.00	\$42.00
Construction Plan Fees Paid	\$0.00	\$110.00	\$75.00	\$185.00
Penalties 2.12 Paid	\$0.00	\$50.00	\$0.00	\$50.00
Dedicated Penalties 2.12A Paid	\$0.00	\$0.00	\$0.00	\$0.00
Summons fines	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous	\$0.00	\$0.00	\$10.00	\$10.00
<b>REVENUE RECEIVED</b>	<b>\$42.00</b>	<b>\$450.00</b>	<b>\$85.00</b>	<b>\$577.00</b>
NLHU OUTSTANDING	\$0.00	\$0.00	\$0.00	\$0.00
LHU OUTSTANDING	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUE</b>	<b>\$42.00</b>	<b>\$450.00</b>	<b>\$85.00</b>	<b>\$577.00</b>
BUDGET EXPENSE				\$1,520.95

**Carbon monoxide or CO is a colorless and odorless gas. CO poisoning can occur when a fuel-burning appliance or machine, such as a furnace, heater or generator, is not working or vented properly. Breathing in CO at high levels can be fatal.**

**Learn what you can do to protect your family from the dangers of CO.**

- Install and maintain CO alarms inside your home to provide early warning of CO.
- Install CO alarms in a central location outside each separate sleeping area and on every level of your home.
- Use portable generators outdoors in well-ventilated areas away from all doors, windows and vents.
- Make sure vents for the dryer, furnace, stove and fireplace are clear of snow and other debris.
- Remove vehicles from the garage immediately after starting.



**Liberty Air Heating & Cooling llc**  
**21 Wyoming Dr**  
**Jackson NJ 08527**  
**732-575-2716**

**2/17/14**  
**Jackson Fire Department**  
**200 Kierych Dr**  
**Jackson NJ 08527**

Fijitsu 1 ton air-conditioning ductless mini split installation

- remove existing equipment and refrigeration lines.
- remount new wall head
- run new refrigeration lines
- set condenser unit and pad
- charge and adjust refrigeration pressure
- reconnect existing electrical

Factory Warranty includes 6 year compressor and 2 year on parts.

Total Amount \$ 56 00, <sup>00</sup>

## **Chief of Department Report –February 17, 2014**

**Michael R. Waters**

### **Vision Statement**

It is the vision of Fire District 3 / Station 55 to be recognized by those we serve, our staff, and our career and volunteer members as the following:

1. An organization built on teamwork striving to achieve a level of service that is a positive reflection of the department attempting at all times to exceed the expectations of our customers within the constraints of our customers' budget limitations.
2. An exceptional department dedicated to the education of the public in order to promote life safety and the preservation of property.
3. A dynamic organization that adjusts to the changing needs of the community and its members.
4. A department that is acknowledged for its pride, integrity, and professionalism in providing services to the community.
5. Attaining and maintaining a level of service that is measured and benchmarked as successfully conducting its mission.

### **Health, Safety & Wellness**

Three remaining members from 2013 are wrapping up their physicals this month.

### **Strategic Planning**

Apparatus committee was held on January 26 regarding 5501 and planning of future apparatus replacement. FF McLaughlin is obtaining estimates on the approximate value of the following: 5503, 5511, 5521, and 5531. It is generally agreed that 5531 should be sold as-is and 5511 retained as a reserve engine despite its repair history. Another thought is to sell both 11 and 31 and take the proceeds towards a previously-owned but well-maintained quint as a reserve. There are several distinct advantages: a more reliable and potentially newer apparatus than 5511 as well as the ability to utilize it as a truck or an engine depending on need. This matter is in the fact-finding stage at this point in time awaiting more information.

### **Operations**

1) Radios: An order for 10 new pagers is in progress. The Motorola 5000 model portables, chargers, and spare batteries given out for testing have been returned to the district office. A requisition to purchase 20 new Motorola 1500 portables with radio slings and remote microphones has been approved and ordered. Once the new radios are received and programmed, we will then set the plan for transition to the digital Fire Ops channels. We are investigating with the Ocean County Emergency Communications Center the options to prepare for the transition to the Fire Ops channels within their primary dispatch consoles. The township chiefs recently authorized a discussion with the County on moving the TAC channels off the

primary dispatch board in lieu of the Fire Ops channel telecommunicator primary access for immediate switch-over capability. That discussion is in progress.

2) Assistant Chief Alchevsky and I participated in The Ocean County Radio Committee meeting on January 27. The county is proceeding on their plans to replace the current system with 700-band radios, including committed funding for the build-out this year. Full conversion is likely to occur sometime between the years 2015 to 2017. Some equipment will not be purchased until closer to the conversion to prevent "versioning" issues with software and hardware. In the meantime they intend to build four more radio towers in the county within the next 12-24 months, one being located in Jackson.

3) A plan for moving 5501 to full in-service status was developed and distributed to the officers and commissioners. We are awaiting arrival of the remaining equipment ordered prior to establishing the appointment at Fire & Safety for mounting. The radios have arrived at the vendor from Motorola and awaiting confirmation for programming. We are in the process of setting up the apparatus training with Fire & Safety.

4) Township Fire Department: the Training group is moving forward with discussions regarding 2014 joint training opportunities.

5) Board purchase of a GT-42 meter calibration system was approved and the equipment is on order. Our GT-42 gas meter vendor representative Mr. George Lomax will be here on Wednesday February 19 to make a programming change and present a refresher on use of the meters.

6) Sub-station renovation: a problem arose with the installation on the new gear lockers when the lower wall 2 x 4's were found to be not capable of supporting the weight of the lockers and they fell off, contacting the passenger door of 5504, and also unfortunately resulting in Captain Moore injuring his hand pushing them back up the next morning. A revised installation plan was then implemented installing 2 x 6 backing boards and attaching the lockers to the boards. The reinstallation was completed on Sunday February 16, 2014.

7) The MUA advised us that they are initiating their Brookwood section water main study. They are obtaining input from engineering consultants and plan to have the final report by the spring. The good news is that it does look like the consultants will be recommending upsizing some of the small water mains which will improve fire flows but the hard part is going to be funding this work. This could be a 10-20 year project which is done in sections.

8) Lt. Andrew Ford was granted a personal leave due to his work schedule. The Fire Company By-Laws require that whenever an officer cannot fulfill their duties, a replacement officer must be elected within seven days of the effective date of the notice. At the February 12, 2014 Company business meeting, Harry Theobald was elected Lt. Harry is now radio 5550 until Andrew returns off his leave period.

9) FF Kevin McGinn was granted a personal leave on February 12, 2014 due to work and family commitments.