

**Jackson Township Fire District No. 3**

**Board of Fire Commissioners**

**Jackson Township, New Jersey**

**Minutes of Meeting Held**

**July 18<sup>th</sup>, 2016**

The regular meeting of the Board of Fire Commissioners, District #3, was called to order at 7:30pm by Commissioner Brito on July 18th, 2016.

**PRESENT**-Commissioners: Brito, Keller, Keegan and District Attorney.

**ABSENT**- Commissioner Siedler & Commissioner Bradley

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

**VOLUNTEER COMPANY REPORT** – Two new members were presented.

**SECRETARIES REPORT**-Commissioner Keegan made a motion to accept June 2016 minutes, 2nd by Commissioner Keller, Vote: All Aye.

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

**ATTORNEY REPORT**- None for Public

**Fire Bureau Report**- See attached June 2016 Report. Commissioner Keegan motioned to accept Fire Bureau Report. Commissioner Keller 2<sup>nd</sup>. Vote: All Aye.

**CHIEF'S REPORT**-See attached Report. Motorola Rep was on hand to discuss the future radio system on the County 700 Mhz radio system. Security alert from the Division in reference to not allowing Google Maps or anyone else to come inside and record the layouts of the firehouse for Homeland Security Reasons. The Officers meeting for July was cancelled due to a funeral. August 2nd will be the National Night Out. A few packs were fixed in house for minor repairs. 5521 Headset will not transmit. 5541 Headsets are repaired. 5505 Protégé Gas meter is OOS. The hydrant at the Crawford School has been reported to the MUA as damaged. The Alerting system at the main station is almost complete.

**SUPERVISORY REPORT**- Motion to approve requisitions listed on Agenda made by Commissioner Keegan, 2nd by Commissioner Keller, Vote: All Aye.

**OLD BUSINESS**- None

**NEW BUSINESS** – Clerk Hode will get 3 quotes to upgrade the Security System at the substation.

Commissioner Brito asked Chief Carson to elaborate on vehicle protocols. Chief Carson stated that he would like to speak with Captain Moore about EMS Protocols regarding the vehicles in order to limit the wear and tear on the ladder truck. Southard Fire Department Board of Commissioners, would like to do a MOU for mutual aid. Our Board Attorney suggested that they send over a proposal for the Board to review. Chief Carson will let them know. A new security system from VMS for the main station has been approved. Clerk Hode will set this up.

**OPEN TO THE PUBLIC**- None

**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 Brito, 2<sup>nd</sup> by Commissioner Keegan, Vote: All Aye.

Meeting closed to the public for Executive at 7:43 pm. Executive session opened at 7:45 pm. In attendance are Commissioner's Brito, Keller, Keegan, Clerk Hode and District Attorney.

Executive Session closed at 7:50 p.m.

Regular meeting opened at 7:57 p.m.

Motion to adjourn the meeting at approximately 8:00 pm by Commissioner Brito 2<sup>nd</sup> by Commissioner Keegan. Vote: All Aye.



COMMISSIONER Keegan, Clerk

Board of Fire Commissioners Fire District No. 3  
Jackson Township, New Jersey

Minutes of Executive Session  
July 18<sup>th</sup>, 2016

Commissioner Brito called the Executive Session to order at 7:44 p.m. Commissioners Brito, Keller, Keegan, Clerk Hode and Board Attorney Youssouf was also present.

Discussion regarding employee and employer relations.  
Discussion regarding vehicle protocols.

**Adjournment:** Commissioner Brito motioned to adjourn the Executive Session, seconded by Commissioner Bradley. Motion passed by unanimous consent. Executive Session was adjourned at 7:50 p.m.

Wayne Keegan, Clerk

**JACKSON BOARD OF FIRE COMMISSIONERS FIRE DISTRICT #3**  
**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 7:30p.m. On July 18<sup>th</sup>, 2016.

1. Attendance
2. Volunteer Company Report-
3. Secretary's report-
4. Treasurer's Report –see attached 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: 5501 headlights  
B: APC from Amazon  
C: STS 2006 Dodge Durango; brakes and tires  
D: Firestone for 5514 headlights  
E: NJ Fire for pack #4 leak
9. Old Business-
10. New Business-  
A: Security camera upgrade
11. Open to Public
12. Executive Session
13. Adjournment

Jackson Board of Fire Commissioners Dist. #3  
Executive Agenda  
July 18<sup>th</sup>, 2016

Pursuant to the Open Public Meetings Act of the State of New Jersey, this meeting was duly advertised in the Asbury Park Press

A: Employer/Employee Relations

10:27 AM

07/18/16

Accrual Basis

# Jackson Twsp Board of Fire Dist No. 3

## Cash Balance Report

As of July 18, 2016

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	Jul 18, 16	
	<u>Debit</u>	<u>Credit</u>
1101 · NJ State Cash Management	59,393.75	
1102 · Fulton Bank Fire Bureau 2206	23,500.42	
1106 · Shore Comm Beacon Municipal 534	211.70	
1107 · Shore Comm Bank Freedom Liq 764	103,655.99	
1108 · Fulton Bank Payroll 2205	29,934.33	
1109 · Fulton Bank General Fund 2204	70,074.13	
1111 · Fulton Bank MMKT 7655	179,502.20	
	<hr/>	<hr/>
<b>TOTAL</b>	<b><u>466,272.52</u></b>	<b><u>0.00</u></b>

10:25 AM  
07/18/16  
Accrual Basis

Jackson Twsp Board of Fire Dist No. 3  
Treasurer's Report  
As of July 18, 2016

Type	Date	Num	Name	Amount
<b>1109 · Fulton Bank General Fund 2204</b>				
Bill Pmt -Check	07/18/2016	3556	Advanced Auto Parts	-16.99
Bill Pmt -Check	07/18/2016	3558	Blaze Emergency Equi...	-2,161.95
Bill Pmt -Check	07/18/2016	3559	Borden Perlman	-12,764.00
Bill Pmt -Check	07/18/2016	3560	Bryant Automotive	-398.12
Bill Pmt -Check	07/18/2016	3561	Cablevision	-351.10
Bill Pmt -Check	07/18/2016	3562	Colleen Theobald	-300.00
Bill Pmt -Check	07/18/2016	3563	Dan Kourris	-139.95
Bill Pmt -Check	07/18/2016	3564	Dennis McGuire	-80.00
Bill Pmt -Check	07/18/2016	3565	Family Practice of Cent...	-2,040.00
Bill Pmt -Check	07/18/2016	3566	Galls	-315.86
Bill Pmt -Check	07/18/2016	3567	Henry Schein EMS/Me...	-210.00
Bill Pmt -Check	07/18/2016	3568	Holmes Heating, Air Co...	-340.00
Bill Pmt -Check	07/18/2016	3641	Home Depot	-64.07
Bill Pmt -Check	07/18/2016	3642	JCP & L	-891.00
Bill Pmt -Check	07/18/2016	3643	Miles Technologies	-1,178.00
Bill Pmt -Check	07/18/2016	3644	National Center for Saf...	-50.00
Bill Pmt -Check	07/18/2016	3645	New Jersey Fire Equip...	-20.00
Bill Pmt -Check	07/18/2016	3646	NJ Natural Gas Co.	-995.40
Bill Pmt -Check	07/18/2016	3647	ozane	-85.00
Bill Pmt -Check	07/18/2016	3648	R & H Springs	-169.99
Bill Pmt -Check	07/18/2016	3649	Republic Services	-109.02
Bill Pmt -Check	07/18/2016	3650	Skylands Area Fire	-2,035.02
Bill Pmt -Check	07/18/2016	3651	Tasc Fire Apparatus, Inc.	-64.90
Bill Pmt -Check	07/18/2016	3652	UPS	-21.04
Bill Pmt -Check	07/18/2016	3654	Watchung	-99.85
Bill Pmt -Check	07/18/2016	3655	Bryant Automotive	-648.12
Bill Pmt -Check	07/18/2016	3656	Francis McDonnell	-377.34
Bill Pmt -Check	07/18/2016	3657	Bryant Automotive	-1,280.45
Total 1109 · Fulton Bank General Fund 2204				-27,207.17
<b>TOTAL</b>				<b>-27,207.17</b>

**Jackson Twsp Board of Fire Dist No. 3**  
**Profit & Loss Budget vs. Actual**  
**January 1 through July 18, 2016**

	Jan 1 - Jul 18, 16	Budget
5176 · Health Insurance	136,049.49	266,994.00
<b>Total 5110 · Operations Fringe Benefits</b>	<b>438,479.27</b>	<b>685,192.00</b>
5200 · Office Expenses		
5204 · Computer Supplies	1,617.00	2,000.00
5205 · Office Supplies	2,129.98	6,000.00
5206 · Postage	94.29	750.00
5210 · Photocopier Lease and Maintenan	2,868.48	6,000.00
5200 · Office Expenses - Other	13.00	0.00
<b>Total 5200 · Office Expenses</b>	<b>6,722.75</b>	<b>14,750.00</b>
5201 · Fire Hydrant Rentals	42,280.00	84,700.00
5220 · Professional Services		
5225 · Commissioner Salaries	6,500.00	21,000.00
5229 · Accountant	18,085.50	30,000.00
5230 · Attorney Fees	8,024.00	25,000.00
5231 · Joint Medical Director	600.00	600.00
5232 · Payroll Services	2,676.12	4,000.00
5233 · Medical Physicals	16,343.75	16,000.00
5234 · Auditor	19,913.50	20,000.00
5235 · Grant Writer	0.00	750.00
5240 · Litigation Expense	0.00	5,000.00
5250 · JTVFC#1 Fire Suppression	61,021.50	122,043.00
<b>Total 5220 · Professional Services</b>	<b>133,164.37</b>	<b>244,393.00</b>
5270 · Insurance	54,849.48	60,000.00
5275 · Election	962.07	1,000.00
5280 · Advertising	523.25	1,000.00
5285 · Background Checks	175.00	750.00
5286 · Miscellaneous	0.00	750.00
5290 · Uniforms		
5291 · Paidmen Uniforms	5,636.82	16,000.00
5293 · Volunteer Uniforms	945.51	2,500.00
5295 · Turnout Gear Upgrades	910.51	1,500.00
5296 · Turnout Gear	15,554.50	16,000.00
5297 · Turnout Gear Replacements	11,105.00	10,500.00
<b>Total 5290 · Uniforms</b>	<b>34,152.34</b>	<b>46,500.00</b>
5300 · Training & Education		
5301 · Training & Education-Career	4,224.91	12,000.00
5302 · Training & Education-Volunteer	2,141.85	15,000.00
5304 · Career College FF	2,479.57	5,000.00
5305 · Volunteer College FF	0.00	3,500.00
5715 · Conventions	0.00	7,000.00
<b>Total 5300 · Training &amp; Education</b>	<b>8,846.33</b>	<b>42,500.00</b>
5306 · Membership dues lic subs	3,149.00	4,500.00
5400 · Maintenance & Repair		
5401 · M&R Cascade Maint	1,296.75	3,000.00
5405 · M&R Computer	8,758.00	12,000.00
5410 · M&R Air Pack Maintenance	523.00	5,000.00
5415 · M&R Air Pack Testing	0.00	2,600.00
5420 · M&R Oxygen Bottle Refills	0.00	1,000.00
5425 · M&R Radio & Pager Maintenance	467.00	7,000.00
5440 · M&R Ladder Testing	1,400.00	2,500.00
5445 · M&R Hose Testing	2,847.78	3,800.00
5450 · M&R Hose Repair	0.00	1,000.00
5460 · M&R Extinguisher Mainteance	430.75	1,500.00
5465 · M&R Replacement of Damaged Equip	0.00	1,000.00
5470 · M&R Rescue Maint-Hurst Tool	0.00	1,000.00
5475 · M&R Rescue Maint.-Misc	207.92	750.00
5480 · M&R Gear Cleaning	179.00	750.00
5485 · Pump Testing	1,000.00	1,500.00





# JACKSON BUREAU OF FIRE SAFETY

## FIRE DISTRICT NO. 3

200 KIERYCH MEMORIAL DRIVE

JACKSON N.J. 08527



Phone (732) 928-1666x14

Fax (732) 928-6500

[fmcdonnell@jacksonfiredist3.org](mailto:fmcdonnell@jacksonfiredist3.org)

[www.jacksonfiredist3.org](http://www.jacksonfiredist3.org)

RANK McDONNELL  
FIRE OFFICIAL

### FIRE OFFICIAL REPORT

July 2016

1. Fire Safety PSA press release for July "Hurricane Awareness"
2. Please visit the web page [www.jacksonfiredist3.org](http://www.jacksonfiredist3.org) and Facebook pages for updated information on Fire District business and fire safety information.



Fire District page... [www.facebook.com/jacksonfiredist3](https://www.facebook.com/jacksonfiredist3)

Fire Bureau page... [www.facebook.com/jacksonfiresafety](https://www.facebook.com/jacksonfiresafety)

3. Enclosed news release from NFPA regarding the Dallas police shootings and resources for first responders.
4. School fire prevention dates have been posted in the website calander for October.

By the numbers....

ACTIVITY	TOTAL
Non Life Hazard Property Inspections	212
Non Life Hazard Property Re-Inspections	90
Life Hazard Property Inspections	47
Life Hazard Property Re-Inspections	10
Fire Permits Issued	33
Complaints/Follow-up	51
Other/ CO-CCO/Miscellaneous	28
Imminent Hazards Issued	0
Penalties Issued	18
Fire Investigations/Notifications	7
Construction Plan Reviews	3
Smoke Detectors Giveaways	4
Fire Safety Presentations (1/2 hour)	0
Fire Extinguisher Training	6 students
Summons Complaints Issued	0
<b>INCOME (3rd Qtr)</b>	<b>TOTAL</b>
Local Registrations Fees Paid	\$17,175.00
LHU Registrations Fees Paid	\$5,009.23
Fire Permits Fees Paid	\$1,847.00
Construction Plan Fees Paid	\$75.00
Penalties 2.12 Paid	\$287.50
Dedicated Penalties 2.12A Paid	\$12.50
Summons fines	\$0.00
Miscellaneous / Grant/ Fire Reports	\$36.00
<b>REVENUE RECEIVED</b>	<b>\$24,442.23</b>
<b>NON LIFE HAZARD INVOICES OUTSTANDING</b>	<b>\$4,560.00</b>
<b>LIFE HAZARD USE INVOICES OUTSTANDING</b>	<b>\$10,665.62</b>
<b>TOTAL PROJECTED REVENUE</b>	<b>\$39,667.85</b>
<b>BUDGET EXPENSE</b>	<b>\$8,996.59</b>



# NEWS RELEASE

Contact: Lorraine Carli  
Public Affairs Office: +1-617-984-7275  
[publicaffairs@nfpa.org](mailto:publicaffairs@nfpa.org)

*For immediate release*

## National fire organizations decry Dallas shootings, issue warning to first responders and offer resources in wake of targeted shootings



*July 11, 2016* – The International Association of Fire Chiefs (IAFC), Metropolitan Fire Chiefs (Metro Chiefs), National Association of State Fire Marshals (NASFM), National Fire Protection Association (NFPA), National Volunteer Fire Council (NVFC) and the United States Fire Administration (USFA) join together to condemn the tragic events in Dallas, Texas that took the lives of five career police officers.

As fire service leaders, first responders, and EMS professionals, we understand the pain in our communities and stand in solidarity with our brothers and sisters in law enforcement. The attack in Dallas, along with recent incidents elsewhere across the country, prompts us to remind our brethren to take caution.

We encourage all first responders to refer to these resources that address the issue of civil unrest, active shooting incidents, and body armor basics for first responders. Six of the documents are downloadable and two are available via hyperlinks.

- [DHS and FBI Countering Violent Extremism and Active Shooter \(CVE-AS\) web portals](#)
- [Fire and EMS Operations During Periods of Civil Unrest](#)
- [IAFC active shooter and complex event resource](#)
- [Metro Chiefs Position Statement on Active Shooter](#)
- [Metro Chiefs Presentation on Active Shooter Response](#)
- [Metro Chiefs Presentation on Southern Nevada Hostile Fire MCI Response Policy](#)
- [Metro Chiefs Presentation on Selecting Ballistic Vests for the Fire Service](#)
- [Responder Forum Workgroup Presentation on Civil Unrest](#)

### **About the National Fire Protection Association (NFPA)**

Founded in 1896, NFPA is a global, nonprofit organization devoted to eliminating death, injury, property and economic loss due to fire, electrical and related hazards. The association delivers information and knowledge through more than 300 consensus codes and standards, research, training, education, outreach and advocacy; and by partnering with others who share an interest in furthering the NFPA mission. For more information visit [www.nfpa.org](http://www.nfpa.org). All NFPA codes and standards can be viewed online for free at [www.nfpa.org/freeaccess](http://www.nfpa.org/freeaccess).

 [Subscribe to NFPA RSS News feeds](#)

**JACKSON TOWNSHIP  
FIRE DISTRICT #3**

**CHIEF'S REPORT**

**July 13, 2016**

**SUBMITTED BY  
TIMOTHY J. CARSON  
CHIEF OF DEPARTMENT**

## **Training Recap**

### **Schools**

- Working with Tom's River Fire Academy to schedule a RIT Operations Class for our station
- FF Ryan Barnard awaiting FF2 test
- CPR classes held by SO Prioli

### **Township Chiefs Meeting Recap**

- Motorola rep was on hand to discuss the future radio system on the county 700 Mhz radio system. He explained the current status of the project and advised there will be 14 towers throughout the county with 3 of them being in Jackson. He also explained the county is looking to moving the paging channel to the 460 mhz band so we will need to purchase all new pagers.
- Security alert received from Division in reference to not allowing Google Maps or anyone else to come inside and record the layouts of the firehouse for Homeland Security Reasons.
- We have received our Access to Emergency reporting. Working out details

### **Officers Meeting**

Cancelled for July due to funeral

### **Fire/Complaints Requiring Investigations**

- Cooking fire at Westlake Mews on 7/11/2016 which the alarm system did not activate. 18307 followed up with property management to ensure alarm was in service.
- Rear of Brooke Fire Suspicious Rubbish Fire. OCFM, JPD Detectives and 18307 Investigating.
- RIT team requested to 15 Walnut Drive in Howell for a Kitchen Fire. Cancelled enroute
- RIT Team requested to 42 Ardmore Road in Howell for a Basement Fire. Cancelled Enroute
- Gas Leak at 82 Azalea Circle. Significant reading at the door.

### **Community Events**

- August 2 will be the National Night Out. Contact Frank McDonnell to get the Fire Extinguisher trainer that night if available.
- Birthday party set for July 23

### **Equipment**

A few packs were fixed in house for minor repairs .

5503 Dewalt kit batteries are no good. Removed from truck still awaiting approval from voucher turned in beginning of year for new sawzall, flat headed axes and pike poles.

5521 Headset oos will not transmit

5541 Headsets are repaired. One headset is out of service

5505 Protégé Gas Meter is OOS

5541 Saberjet Nozzle is repaired.

### **Apparatus**

5524 Still needs a spare key made as we only have one

5501 Working with Fire and Safety on the list of deficiencies found during PM Front Tire replaced and truck was realigned

5510 Rear Brakes replaced and oil changed

5511 Cable Snapped for Cab tilt Release

5501 Head light replaced

### **Hydrants**

Hydrant at the Crawford School reported to MUA as damaged

### **Building**

Recommend going with estimates to remove trees from front of the building. .

Quote received to update the computer for the camera system at the Main Station.

Alerting system at Main Station almost complete.