

Jackson Township Fire District No. 3

Board of Fire Commissioners

Jackson Township, New Jersey

Minutes of Meeting Held

March 20th, 2017

The regular meeting of the Board of Fire Commissioners, District #3, was called to order at 7:30pm by Commissioner Brito on March 20th, 2017.

PRESENT-Commissioners: Brito, Bradley, Keegan and Siedler, Clerk Dawn Hode and District Attorney Joseph Yousouff.

ABSENT- Commissioner Keller

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

VOLUNTEER COMPANY REPORT – None to report

SECRETARIES REPORT-Commissioner Keegan made a motion to accept February 2017 minutes, 2nd by Commissioner Bradley, 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 Keegan. Commissioner Siedler motioned to accept Treasurer's report, Commissioner Bradley 2nd. Vote: All Aye.

ATTORNEY REPORT- By resolution the Re-Organization of the Board is as follows: Chairman- Rodolfo Brito, Clerk- Edward Keller, Treasurer- Wayne Keegan, Supervisory- Daniel Bradley, Vice Chair- John Siedler, At Large- Daniel Bradley. Commissioner John Siedler has been sworn in for a 3 year term ending in 2020. The 2017 Budget was adopted and approved by Resolution for the purchase of a Cascade System. The Board has awarded the Bid by Resolution to Compressed Air Systems. Motion to approve Resolution to award the bid to Compressed Air Systems Motioned by Commissioner Brito, 2nd by Commissioner Keegan. VOTE: All AYE.

CHIEF REPORT- See attached report. There are Three PFF in FF1 and FF2 at Toms River Fire Academy. FF Keller is taking ICS300 and 400 at MCFA. Fit testing is completed for day shift FF's and night shift FF's are almost complete. Ladder placement and operations will be given by Chief Riker. Discussion was held on truck repairs. NFIRS reports are all up to date.

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

OLD BUSINESS- None

NEW BUSINESS – None

OPEN TO THE PUBLIC- None

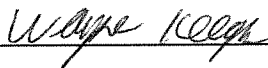
EXECUTIVE SESSION-Motion to accept a Resolution authorizing a closed session for executive session for the purpose of discussing potential litigation; lawyer-client privileged material and personnel material. Subject matter to be released when it is no longer privileged, motioned by Commissioner Brito, 2nd by Commissioner Bradley, Vote: All Aye.

Meeting closed to the public for Executive at 7:40 p.m. Executive session opened at 7:45 pm. In attendance are Commissioner's Brito, Siedler, Keegan and Bradley. Clerk Dawn Hode and District Attorney, Joseph Yousouff.

Executive Session closed at 8:15 p.m.

Regular meeting opened at 8:17 p.m.

Motion to adjourn the meeting at approximately 8:31 pm by Commissioner Brito 2nd by Commissioner Keegan. Vote: All Aye.



COMMISSIONER Keller, Clerk

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

Minutes of Executive Session
March 20th, 2017

Commissioner Brito called the Executive Session to order at 7:41 p.m. Commissioners Brito, Siedler, Keegan and Bradley were present. Clerk Dawn Hode and Board Attorney Joseph Youssouf were also present.

The Board discussed EMS Protocol. The Board agreed to forward all of the notes and suggestions they have to Chief Carson and he will implement them.

The FMBA contract has not been finalized. The Commissioners plan to meet with Attorney Jonathan Cohen to discuss the contracts. The Board shall contact the FMBA President after meeting with Jonathan Cohen.

A personnel issue involving FF Somers has been brought to the Board's attention by Capt. Moore. As of this time, there has been no formal complaint made by FF Somers. The Board Attorney, Joseph Youssouf stated that there is nothing the Board can do until FF Somers makes a formal complaint. At that time, the Board will take action.

Clerk Hode's contract has not been finalized at this time. The Board and Clerk Hode will continue to work on an agreement.

Adjournment: Commissioner Brito motioned to adjourn the Executive Session, seconded by Commissioner Bradley. Motion passed by unanimous consent. Executive Session was adjourned at 8:15 p.m.

 _____, 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 March 20th, 2017

1. Attendance
2. Re-organization
3. Volunteer Company Report-
4. Secretary's report-
5. Treasurer's Report –see attached report
6. Attorney's Report-
7. Fire Official Report-see attached report
8. Chief's Report –see attached report
9. Supervisory Commissioner Report
Approved Requisitions:
A: Amazon- Substation cleaning supplies
B: Staples - office supplies
C: Fire & Safety – roll up door sensors
D: Lowes- materials for training
E: Continental Fire & Safety- batteries for thermal imagers
10. Old Business-
11. New Business-
12. Open to Public
13. Executive Session
14. Adjournment

Jackson Board of Fire Commissioners Dist. #3
Executive Agenda
March 20th, 2017

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

- A: EMS Response Protocols
- B: FMBA Contract
- C: Clerk Contract

9:41 AM

03/20/17

Accrual Basis

Jackson Twsp Board of Fire Dist No. 3

Cash Balance Report

As of March 20, 2017

	Mar 20, 17	
	<u>Debit</u>	<u>Credit</u>
1101 · NJ State Cash Management	59,662.68	
1102 · Fulton Bank Fire Bureau 2206	23,303.88	
1106 · Shore Comm Beacon Municipal 534	202.52	
1107 · Shore Comm Bank Freedom Liq 764	53,714.57	
1108 · Fulton Bank Payroll 2205	42,820.13	
1109 · Fulton Bank General Fund 2204	252,385.44	
1111 · Fulton Bank MMKT 7655	167,207.74	
TOTAL	<u>599,296.96</u>	<u>0.00</u>

Jackson Twsp Board of Fire Dist No. 3

Treasurer's Report

As of March 20th, 2017

03/20/17

Accrual Basis

Type	Date	Num	Name	Amount
Mar 1 - 20, 17				
Bill Pmt -Check	03/07/2017	EFT	National Center for ...	-25.00
Bill Pmt -Check	03/08/2017	EFT	Always Engraving	-141.00
Bill Pmt -Check	03/09/2017	EFT	Jackson Post Office	-98.00
Bill Pmt -Check	03/09/2017	EFT	Jackson Post Office	-26.50
Bill Pmt -Check	03/09/2017	EFT	Ryder Fleet Products	-37.95
Bill Pmt -Check	03/13/2017	EFT	NJSHBP	-29,485.86
Bill Pmt -Check	03/13/2017	EFT	NJSHBP	-6,675.13
Bill Pmt -Check	03/16/2017	EFT	Wright Express	-1,527.77
Bill Pmt -Check	03/20/2017	3946	Advanced Auto Parts	-40.14
Bill Pmt -Check	03/20/2017	3947	All Hands Fire Equip...	-9.98
Bill Pmt -Check	03/20/2017	3948	Cablevision	-387.64
Bill Pmt -Check	03/20/2017	3949	Community Safety C...	-200.00
Bill Pmt -Check	03/20/2017	3950	Defender Emergenc...	-1,407.33
Bill Pmt -Check	03/20/2017	3951	Family Practice of C...	-425.00
Bill Pmt -Check	03/20/2017	3952	Galls	-24.94
Bill Pmt -Check	03/20/2017	3953	Holman Frenia Allis...	-13,850.00
Bill Pmt -Check	03/20/2017	3954	Home Depot	-32.03
Bill Pmt -Check	03/20/2017	3955	Jackson Fire Dist. #2	-50.00
Bill Pmt -Check	03/20/2017	3956	Jackson Twp MUA	-21,532.60
Bill Pmt -Check	03/20/2017	3957	JCP & L	-812.77
Bill Pmt -Check	03/20/2017	3958	Kirk Florist LLC	-191.00
Bill Pmt -Check	03/20/2017	3959	Leaf Capitol Funding...	-62.00
Bill Pmt -Check	03/20/2017	3960	Miles Technologies	-103.00
Bill Pmt -Check	03/20/2017	3961	Monmouth County T...	-50.00
Bill Pmt -Check	03/20/2017	3962	NJ Natural Gas Co.	-816.75
Bill Pmt -Check	03/20/2017	3963	Ocean County Boar...	-642.63
Bill Pmt -Check	03/20/2017	3964	ozane	-85.00
Bill Pmt -Check	03/20/2017	3965	Republic Services	-129.59
Bill Pmt -Check	03/20/2017	3966	Toms River Fire Aca...	-150.00
Bill Pmt -Check	03/20/2017	3967	Verizon (hot spots)	-150.12
Bill Pmt -Check	03/20/2017	3968	Watchung	-47.92
Bill Pmt -Check	03/20/2017	3969	Witmer Public Safet...	-152.95
Bill Pmt -Check	03/20/2017	3970	Defender Emergenc...	-1,969.41
Bill Pmt -Check	03/20/2017	3971	Miles Technologies	-1,096.00
Bill Pmt -Check	03/20/2017	3972	Monmouth County T...	-50.00
Bill Pmt -Check	03/20/2017	3973	Witmer Public Safet...	-62.94
Bill Pmt -Check	03/20/2017	3974	Defender Emergenc...	-356.50
Bill Pmt -Check	03/20/2017	3698	Monmouth County T...	-50.00
Bill Pmt -Check	03/20/2017	3975	Colleen Theobald	-200.00
Mar 1 - 20, 17				-83,155.45

Jackson Twsp Board of Fire Dist No. 3

Profit & Loss Budget vs. Actual

March 1 - 20, 2017

03/20/17

Accrual Basis

	Mar 1 - 20, 17	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4400 · Bureau of Fire Safety	4,292.88	0.00	4,292.88
4750 · FEMA Grant	-52,578.00	0.00	-52,578.00
4800 · Miscellaneous Revenue	10,260.00	0.00	10,260.00
Total Income	-38,025.12	0.00	-38,025.12
Gross Profit	-38,025.12	0.00	-38,025.12
Expense			
5001 · Admin Salary and Wages	1,569.60	0.00	1,569.60
5050 · Operations Salary & Wages	44,500.88	0.00	44,500.88
5100 · Admin Fringe Benefits	1,992.20	0.00	1,992.20
5110 · Operations Fringe Benefits	1,142.58	0.00	1,142.58
5200 · Office Expenses	642.70	0.00	642.70
5201 · Fire Hydrant Rentals	21,175.00	0.00	21,175.00
5220 · Professional Services	18,553.89	0.00	18,553.89
5270 · Insurance	27,633.89	0.00	27,633.89
5275 · Election	642.63	0.00	642.63
5285 · Background Checks	25.00	0.00	25.00
5290 · Uniforms	1,159.72	0.00	1,159.72
5300 · Training & Education	682.39	0.00	682.39
5400 · Maintenance & Repair	1,199.00	0.00	1,199.00
5402 · M&R Trucks	4,114.98	0.00	4,114.98
5500 · Substation Maintenance	285.00	0.00	285.00
5600 · Non-Bondables	45.96	0.00	45.96
5640 · Utilities	2,035.04	0.00	2,035.04
5690 · Fuel - Trucks	1,321.06	0.00	1,321.06
5700 · Fire Bureau Expenditures	4,569.31	0.00	4,569.31
Total Expense	133,290.83	0.00	133,290.83
Net Ordinary Income	-171,315.95	0.00	-171,315.95
Net Income	-171,315.95	0.00	-171,315.95

**JACKSON TOWNSHIP
FIRE DISTRICT #3**

CHIEF'S REPORT

March 20, 2017

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

Training Recap

Schools

- Three PFF in FF1 and FF2 at Tom's River Fire Academy
- One PFF is in FF1 at Monmouth County Fire Academy
- FF Keller is taking ICS300 and 400 at MCFA
- Capt Moore attended NJ weekend in Emmittsburg

Township Chiefs Meeting

No meeting this month

Officers Meeting (Chief Carson, Capt. Baader, Lt. Howles, Lt McGuire, Lt. Theobald, Lt. Keegan, SO Hussey, SO Prioli)

Discussion held on upcoming training opportunities. Fit testing is almost complete for night shift. Day shift is done.

Daytime training planned so far as follows. All training post on district website with sign up capability.

3 classes given by our insurance company
Elevator Rescue Course by Monmouth Fire Academy
Paratech Class

Goal for 2017 is to continue to add drivers to all vehicles.

We have selected May 7 9am for a day of training using all the props around town at the Main Station. Discussion held on draft plan and looking for instructors.

Ladder Placement and Operations will be given by Chief Riker. Setting up date for day and night.

Discussion held on truck repairs. Chief Carson and Lt Howles updated everyone. Looking at adding a booster pump on 5503 and 5521 for keeping the air up on both trucks. Lt Howles will be looking into significant air leak on 5503. Also, Lt Howles will be working on getting the fog lights rewired on the bumper.

Radio reprogramming will be coming soon by JPD

NFIRS reports are all up to date. Brian Pasko has been working to train all officers.

Fire/Complaints Requiring Investigations

- 2/15/2017 Coverage assignment to Station 19-5
- 2/22/2017 Dogwood Drive Chimney Fire 18307 notified

- 2/26/2017 Oven Fire 805 Brewers Bridge Apt 18H
- 2/26/2017 Constitution Drive Smoke Condition caused by Furnace
- 2/27/2017 Bella Terra Fire in Heater unit outside causing smoke condition 18307 on scene and followed up and a few violations
- 3/1/2017 Hazmat Operation Aldrich Road Station 85, NJSP and JPD involved
- 3/4/2017 Full Dept Response and RIT to 19-3 Structure Fire Friendship Road
- 3/5/2017 One Engine to Structure Fire in 57 Area Southwind
- 3/5/2017 Electrical Fire Hot Water Heater Arcadia Ct 18307 Notified
- 3/6/2017 Brush fire to rear of Stop and Shop B9 responded for investigation
- 3/6/2017 Arcadia Ct for an appliance fire Hot Water Heater 18307 notified
- 3/8/2017 Callas Ct for a broken pipe with electrical hazards 18307 and Building Dept notified
- 3/13/2017 Working Vehicle Fire Deerfoot Way 18307 and OCFM notified
- 3/16/2017 RIT team requested to Howell Township Adelphia 30 Potomac Way

Community Events

- Thank you for crew for Storm stand by over night last month
- Rob Ventura memorial attended
- WAGS presentation to District well received

Equipment

A few packs were fixed in house for minor repairs.

5541 Hydrant bag needs replacement

Bid awarded to CASCADE Bauer unit and FEMA approved study

Apparatus

5500 Engine repaired

5503 Fog light repaired

5503 Air leak repaired

5503 Electrical Cord reel repaired

5505 Ladder Rack going out for changes

5505 Harrington Ball Intake repaired

5501 Windshield Fluid Pump repaired

5503 Electric Siren not working

5521 Air Horns repaired

Hydrants

Yorkshire and Brewers Bridge OOS

Building

Building temporary prop for bail out training in progress

Honors and Awards

First meeting held and SOG is being updated



JACKSON BUREAU OF FIRE SAFETY

FIRE DISTRICT NO. 3

200 KIERYCH MEMORIAL DRIVE

JACKSON N.J. 08527



FRANK McDONNELL
FIRE OFFICIAL

Phone (732) 928-1666x14 Fax (732) 928-6500
fmcdonnell@jacksonfiredist3.org www.jacksonfiredist3.org

FIRE OFFICIAL REPORT

March 2017

1. Fire Safety PSA press release for March " Spring Clean-up hazardous Materials"
2. Please visit the web page www.jacksonfiredist3.org and Facebook pages for updated information on Fire District business and fire safety information.



Fire District page... www.facebook.com/jacksonfiredist3

Fire Bureau page... www.facebook.com/jacksonfiresafety

3. 2nd quarter invoices mailed out
4. Spring NJ Division of Fire Safety CEU course catalog is out and located at NJ DFS website
5. School fire prevention schedule in May is located on the Fire District web page calendar. We will be using the childrens fire safety trailer, volunteers are welcome to assist.

ACTIVITY BY THE NUMBERS	TOTAL
Non Life Hazard Property Inspections	70
Non Life Hazard Property Re-Inspections	41
Life Hazard Property Inspections	8
Life Hazard Property Re-Inspections	11
Fire Permits Issued	17
Complaints/Follow-up	14
Other/ CO-CCO/Miscellaneous	9
Imminent Hazards Issued	0
Penalties Issued	3
Fire Investigations/Notifications	3
Construction Plan Reviews	1
Smoke Detectors Giveaways	0
Fire Safety Presentations	0
Fire Extinguisher Training	0
Summons Complaints Issued	0
INCOME (2nd Qtr)	TOTAL
Local Registrations Fees Paid	\$6,847.50
LHU Registrations Fees Paid	\$3,462.88
Fire Permits Fees Paid	\$542.00
Construction Plan Fees Paid	\$75.00
Penalties 2.12 Paid	\$100.00
Dedicated Penalties 2.12A Paid	\$0.00
Summons fines	\$0.00
Miscellaneous / Grant/ Fire Reports	\$10.00
REVENUE RECEIVED	\$11,037.38
NON LIFE HAZARD INVOICES OUTSTANDING	\$5,593.50
LIFE HAZARD USE INVOICES OUTSTANDING	\$8,841.50
TOTAL PROJECTED REVENUE	\$25,472.38
BUDGET EXPENSE	\$1,456.00