

Jackson Township Fire District No. 3

Board of Fire Commissioners

Jackson Township, New Jersey

Minutes of Meeting Held

July 21th, 2014

The regular meeting of the Board of Fire Commissioners, District #3, was called to order at 7:30pm by Commissioner J. Walter on July 21, 2014.

PRESENT – Commissioners: J. Walter, S. Jordan, S. Gibson, B. Reiter, and District Attorney.

ABSENT – Commissioner M. Fatovic

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

VOLUNTEER COMPANY REPORT-Volunteer President noted the background checks and physicals came back for Firefighter Liquori and Keegan and would like board approval. Commissioner Reiter motioned to accept new Firefighters Liquori and Keegan. Commissioner Jordan second. Vote: All Aye.

TREASURER'S REPORT – Financial Reports were left on conference table for the public and board. Commissioner J. Walter motioned to accept the treasurer's report. Commissioner B. Reiter 2nd. Vote: All Aye.

SECRETARIES REPORT – Motion was made to accept the June minutes. Motion made by Commissioner S. Jordan. Seconded by B. Reiter. Vote: All Aye.

ATTORNEY REPORT-Clerk contract was discussed and will be furthered discussed in closed session. Commissioner J. Walter motioned to make a resolution appointing S. Jordan and J. Walter fund commissioners for the Joint Insurance Fund. 2nd by Commissioner B. Reiter. Roll Call. All Aye.

FIRE BUREAU REPORT-Attached.

CHIEF'S REPORT-See Attached Report. The Commissioner's approved parade coverage. Chief requested the approval of 5 more Firefighters to be trained for the Blue Card system. Commissioner B. Reiter asked Captain Moore if he had any other Firefighters that need training and he said No. Commissioner B. Reiter motioned to approve 5 additional Firefighters to receive training for the Blue card incident management training. 2nd by Commissioner S. Jordan.

Concerns for a new radio system came up for discussion. It will be discussed with the Budget committee for 2015.

SUPERVISORY REPORT-Motion was made by Commissioner B. Reiter to approve requisitions listed on the Agenda. 2nd by Commissioner J. Walter. Vote: All Aye. Commissioner B. Reiter motioned to deem truck 5531 (1986 Pierce Squirt) to be excess property and for it to be sold by auction by GovDeals for list price of \$8,000, not to be sold below \$6,000, and As Is. The truck is to be listed for 3 mos on GovDeals. 2nd by Commissioner S. Jordan. Vote: All Aye. Commissioner S. Gibson and B. Reiter will return their tablets to Captain Moore for FF Hussy and 5519. Commissioner S. Jordan motioned to purchase two vehicle mounts and two vehicle chargers. 2nd by Commissioner B. Reiter. Vote: All Aye.

OLD BUSINESS-NONE

NEW BUSINESS- Discussion for renovating the Radio room came up. FF Tim Carson and Captain Ed Moore will team up to list the improvements needed. FF Tim Carson would like to introduce a rehydrate powder to the board for the purchase on fire calls. Commissioner B. Reiter motioned to purchase one canister at \$65.00. 2nd by Commissioner S. Jordan. Vote: All Aye. FF Tim Carson will report back how the rehydrate is working. Chief Waters requested 5 new sets of gear up to \$25,000. Commissioner S. Jordan motioned to purchase gear. 2nd by Commissioner B. Reiter. Vote: All Aye.

JOINT BOARD UPDATES- Jackson Fire Dist. #4 has decided not to be part of the Joint Fire Bureau. Jackson Fire Dist. #3 will continue to move forward with the Joint Fire Bureau.

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, by Commissioner B. Reiter, 2nd by Commissioner S. Jordan. Vote: Roll Call All Aye.

Meeting closed to the public for Executive at 8:28 p.m.

Executive session opened at 8:35 p.m. In attendance are Commissioners S.Jordan, B. Reiter, J. Walter, and S. Gibson.

Executive session closed at 9:12 p.m.

Regular meeting opened at 9:15 p.m.

PUBLIC-NONE

Motion to adjourn the meeting at approximately 9:18p.m by Commissioner J. Walters, seconded by S. Jordan. Vote: All Aye.



COMMISSIONER REITER, 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 July 21, 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:
 - B: Amazon-stream light; litebox switch
 - C: County line Hardware-saw
 - D: Paul Conway shields
 - E: Uline
 - F: Amazon – defib battery
 - G: 5500 Oil Change
 - H: Co & Oxygen Sensor- NJFE
 - Key Support:
9. Old Business-
10. New Business-
 - A: quotes for radio room
 - B: Tablet- SO Hussey
 - C: Resolution for Fund Commissioner
 - D: Gov Deals
11. Joint Board Activities
12. Open to Public
13. Executive Session
14. Adjournment

5:12 PM

07/21/14

Accrual Basis

Jackson Twp Board of Fire Commissioners Dist. #3
Cash Balances
As of July 21, 2014

	Jul 21, 14	
	<u>Debit</u>	<u>Credit</u>
1101 · NJ State Cash Management	59,316.64	
1102.03 · Fulton Bank Fire Bureau 2206	80,868.29	
1106 · Shore Comm Beacon Municipal 534	211.70	
1107 · Shore Com Bank Freedom Liq 764	173,320.84	
1108 · Fulton Bank Payroll 2205	24,239.19	
1109 · Fulton Bank General Fund 2204	9,545.18	
1111 · Fulton Bank MMKT 7655	340,405.48	
TOTAL	<u>687,907.32</u>	<u>0.00</u>

5:14 PM

Jackson Twp Board of Fire Commissioners Dist. #3

07/21/14

Treasurer's Report

Accrual Basis

As of July 21, 2014

Date	Num	Name	Memo	Amount
1109 · Fulton Bank General Fund 2204				
07/21/2014	2666	A-General Sewer & Plumbing		(145.00)
07/21/2014	2667	Air & Gas Technologies, Inc.		(525.00)
07/21/2014	2668	April Showers Florist		(96.83)
07/21/2014	2669	Arbor Tree Experts		(1,000.00)
07/21/2014	2670	Blue Card		(1,925.00)
07/21/2014	2671	Cablevision		(321.49)
07/21/2014	2672	Coopers Florist & Gifts		(79.95)
07/21/2014	2673	County Line Hardware	VOID:printed by mistake	0.00
07/21/2014	2674	Emergency Medical Products, Inc.		(3,240.47)
07/21/2014	2675	Fire and Safety		(8,000.00)
07/21/2014	2676	Fire Fighters Equipment		(6,615.00)
07/21/2014	2677	Galls	4796515	(263.42)
07/21/2014	2678	Grossman, Michael		(9.69)
07/21/2014	2679	Holmes Heating, Air Cond & refrigerat...		(850.00)
07/21/2014	2680	Jackson Fire Dist. #2		(560.00)
07/21/2014	2681	JTVFC#1		(2,447.20)
07/21/2014	2682	Leaf Capitol Funding LLC		(66.44)
07/21/2014	2683	Marpal Disposal		(96.62)
07/21/2014	2684	National Center for Safety Initiatives		(50.00)
07/21/2014	2685	Nick Nowikow		(204.99)
07/21/2014	2686	ozane	1271	(260.00)
07/21/2014	2687	Paul Conway Shields & Equipment		(103.28)
07/21/2014	2688	Son Rise	2846	(330.00)
07/21/2014	2689	State of NJ Div of Pensions		(637.47)
07/21/2014	2690	STS Auto		(444.97)
07/21/2014	2691	ULine Shipping Supply Specialist		(49.97)
07/21/2014	2692	Watchung		(159.80)
07/21/2014	2693	Witmer Public Safety Group, Inc.	JACKTWP	(320.87)
07/21/2014	2694	County Line Hardware		(1,109.63)
07/21/2014	2695	Galls	4796515	(71.97)
07/21/2014	2696	Witmer Public Safety Group, Inc.	JACKTWP	(35.78)
07/21/2014	2697	Galls	4796515	(350.81)
07/21/2014	2698	Galls	4796515	(46.94)
07/21/2014	2699	Galls	4796515	(46.72)
07/21/2014	2700	Galls	4796515	(54.94)
07/21/2014	2701	Galls	4796515	(129.60)
07/21/2014	2702	County Line Hardware		(1,073.00)
07/21/2014	2703	Allcomm		(175.00)
07/21/2014	2704	Galls	4796515	(82.25)
07/21/2014	2705	JCP & L		(1,198.80)
07/21/2014	2706	Less Stress Instructional Services		(250.00)
07/21/2014	2707	New Jersey Fire Equipment		(243.36)
07/21/2014	2708	NJLM		(90.00)
07/21/2014	2709	Wells Fargo Financial		(205.00)
07/21/2014	2710	All Pro Transmissions		(827.76)
07/21/2014	2711	Penguin Communications, LLC		(1,050.00)
07/21/2014	2712	Colleen Theobald		(100.00)
07/21/2014	2713	Embroider Me		(354.00)
07/21/2014	2714	KC Computer Specialists		(1,000.00)
07/21/2014	2715	Perrotto, John		(183.68)
07/21/2014	2716	Hilger, Patrick		(191.52)
Total 1109 · Fulton Bank General Fund 2204				(37,674.22)
TOTAL				(37,674.22)

10:41 AM
 08/20/14
 Accrual Basis

Jackson Twp Board of Fire Commissioners Dist. #3

Profit & Loss Budget vs. Actual

January 1 through July 21, 2014

	Jan 1 - Jul 21, 14	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
305.2 · Unreserved Fund Balance	290,000.00	290,000.00	0.00
4100 · Taxation from Township	1,104,292.88	2,524,098.00	-1,419,805.12
4200 · Supplemental Fire Serv Grant	0.00	3,257.00	-3,257.00
4300 · Whitesville Contract	39,015.00	39,015.00	0.00
4400 · Bureau of Fire Safety			
4401 · Registration Fees-Dist 1	5,086.40	0.00	5,086.40
4402 · Registration Fees-Dist 2	10,648.15	0.00	10,648.15
4403 · Registration Fees-Dist 3	15,586.00	0.00	15,586.00
4501 · Fines District 1	210.00	0.00	210.00
4502 · Fines District 2	300.00	0.00	300.00
4503 · Fines - District 3	942.50	0.00	942.50
4701 · Permit Fees-Dist 1	211.00	0.00	211.00
4702 · Permit Fees-Dist 2	2,968.00	0.00	2,968.00
4703 · Permit Fees-Dist 3	636.00	0.00	636.00
4713 · Life Hazard Fees-Dist 3	5,088.01	0.00	5,088.01
4722 · Site Plan Review-Dist 2	110.00	0.00	110.00
4732 · Fire Reports-Dist 2	35.00	0.00	35.00
4733 · Fire Report Fees-Dist 3	120.00	0.00	120.00
4734 · FB LHU	20,352.49	0.00	20,352.49
4400 · Bureau of Fire Safety - Other	172.50	130,538.00	-130,365.50
Total 4400 · Bureau of Fire Safety	62,466.05	130,538.00	-68,071.95
4600.01 · General Interest Income	245.89	1,000.00	-754.11
4800.01 · Miscellaneous Revenue	15,159.03	0.00	15,159.03
Total Income	1,511,178.85	2,987,908.00	-1,476,729.15
Gross Profit	1,511,178.85	2,987,908.00	-1,476,729.15
Expense			
TOTAL ADMINISTRATION			
Total Admin Other Expe			
Operations			
5286 · Miscellaneous	512.70	1,750.00	-1,237.30
Total Operations	512.70	1,750.00	-1,237.30
5200 · Office Expenses			
5204 · Computer Supplies	0.00	2,000.00	-2,000.00
5205 · Office Supplies	4,843.47	4,500.00	343.47
5206 · Postage	353.05	750.00	-396.95
5210 · Photocopier Lease and Maintenan	4,754.48	5,000.00	-245.52
Total 5200 · Office Expenses	9,951.00	12,250.00	-2,299.00
5220 · Professional Services			
5225 · Commissioner Salaries	10,500.00	21,000.00	-10,500.00
5229 · Accountant	16,870.00	36,000.00	-19,130.00
5230 · Attorney Fees	4,695.00	30,000.00	-25,305.00
5231 · Joint Board Of Fire Comm	1,100.00	75,000.00	-73,900.00
5232 · Payroll Services	2,174.90	3,500.00	-1,325.10
5233 · Medical Physicals	425.00	20,000.00	-19,575.00
5234 · Auditor	3,211.00	20,000.00	-16,789.00
5240 · Litigation Expenses	0.00	5,000.00	-5,000.00
5250 · JTVFC#1 Fire Suppression	58,500.00	118,855.00	-60,355.00
Total 5220 · Professional Services	97,475.90	329,355.00	-231,879.10
5270 · Insurance	0.00	55,000.00	-55,000.00
5275 · Election	988.18	1,500.00	-511.82
5306 · Membership dues lic subs	2,887.89	4,500.00	-1,612.11
Total Total Admin Other Expe	111,815.67	404,355.00	-292,539.33
Total TOTAL ADMINISTRATION	111,815.67	404,355.00	-292,539.33
TOTAL COST OPERATIONS & MAINTEN			
Total Costs of Oper Other Expen			
Purchase of Assests - noncapita			
5605 · Asset Purchase -Rescue	0.00	10,000.00	-10,000.00
5610 · Asset Purchase -Hand Tools	873.00	1,000.00	-127.00

10:41 AM
 08/20/14
 Accrual Basis

Jackson Twp Board of Fire Commissioners Dist. #3

Profit & Loss Budget vs. Actual

January 1 through July 21, 2014

	Jan 1 - Jul 21, 14	Budget	\$ Over Budget
5615 · Asset Purchase-Hose and Nozzles	2,394.60	4,800.00	-2,405.40
5620 · Asset Purchase-Technology	2,637.90	7,000.00	-4,362.10
5630 · Asset Purchase- Radio Equipment	46,156.63	5,000.00	41,156.63
5635 · Pass Devices	154.71	5,000.00	-4,845.29
5639 · Computer Upgrades	0.00	7,000.00	-7,000.00
Total Purchase of Assests - noncapita	52,216.84	39,800.00	12,416.84
Total Maintenance Buildings			
5500 · Substation Maintenance			
5501 · M&R Substation- Exterminating	920.00	1,200.00	-280.00
5505 · M&R Substation-Alarm	559.92	1,700.00	-1,140.08
5510 · M&R Substation-Cleaning	450.00	1,350.00	-900.00
5515 · M&R Substation-Door	546.80	500.00	46.80
5520 · M&R Substation - Misc	29,972.22	6,500.00	23,472.22
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	1,397.42	500.00	897.42
Total 5500 · Substation Maintenance	33,846.36	14,250.00	19,596.36
Total Total Maintenance Buildings	33,846.36	14,250.00	19,596.36
5200.01 · Fire Hydrant Rentals	21,105.00	83,860.00	-62,755.00
5290.01 · Uniforms			
5291 · Paidmen Uniforms	13,686.44	12,000.00	1,686.44
5293 · Volunteer Uniforms	2,832.00	2,500.00	332.00
5295 · Turnout Gear Upgrades	0.00	1,500.00	-1,500.00
5296 · Turnout Gear	29,947.89	20,000.00	9,947.89
5297 · Turnout Gear Replacements	0.00	10,000.00	-10,000.00
Total 5290.01 · Uniforms	46,466.33	46,000.00	466.33
5300.01 · Training & Education			
5301 · Training & Education-Paidmen	7,471.81	18,000.00	-10,528.19
5302 · Training & Education-Volunteer	7,849.53	30,000.00	-22,150.47
5304 · Training & Education Career FF	323.68	5,000.00	-4,676.32
5305 · Volunteer College	0.00	5,000.00	-5,000.00
Total 5300.01 · Training & Education	15,645.02	58,000.00	-42,354.98
5400.01 · Maintenance & Repair			
5400 · M&R Cascade Maint	12,919.96	2,450.00	10,469.96
5405 · M&R Computer	6,100.00	13,200.00	-7,100.00
5410 · M&R Air Pack Maintenance	7,845.94	3,000.00	4,845.94
5415 · M&R Air Pack Testing	216.66	2,000.00	-1,783.34
5420 · M&R Oxygen Bottle Refills	893.45	1,000.00	-106.55
5425 · M&R Radio & Pager Maintenance	2,957.00	7,000.00	-4,043.00
5430.01 · M&R Misc	110.49	3,500.00	-3,389.51
5440 · M&R Ladder Testing	2,484.50	2,250.00	234.50
5445 · M&R Hose Testing	3,167.46	3,800.00	-632.54
5450.01 · M&R Hose Repair	676.10	1,000.00	-323.90
5460 · M&R Extinguisher Maintenance	0.00	750.00	-750.00
5465 · M&R Replacement of Damaged Equip	1,383.69	1,000.00	383.69
5470 · M&R Rescue Maint-Hurst Tool	322.50	2,000.00	-1,677.50
5475 · M&R Rescue Maint.-Misc	0.00	750.00	-750.00
5480 · M&R Gear Cleaning	132.36	750.00	-617.64
5485 · Pump Testing	0.00	1,000.00	-1,000.00
Total 5400.01 · Maintenance & Repair	39,210.11	45,450.00	-6,239.89
5644 · Supplies Expenses			
5645 · EMS Supplies	4,548.52	1,500.00	3,048.52
5646 · EMS Defib Maintenance	267.44	2,000.00	-1,732.56
Total 5644 · Supplies Expenses	4,815.96	3,500.00	1,315.96
5710 · Contingent	0.00	25,000.00	-25,000.00
5715 · Conventions	6,783.96	5,000.00	1,783.96
5735 · Basic Entitlement Grant	2,730.00	3,257.00	-527.00
5840 · Fire Equipment	8,498.55	22,200.00	-13,701.45
Total Total Costs of Oper Other Expen	231,318.13	346,317.00	-114,998.87

10:41 AM

08/20/14

Accrual Basis

Jackson Twp Board of Fire Commissioners Dist. #3

Profit & Loss Budget vs. Actual

January 1 through July 21, 2014

	Jan 1 - Jul 21, 14	Budget	\$ Over Budget
Total TOTAL COST OPERATIONS & MAINTEN	231,318.13	346,317.00	-114,998.87
TOTAL DEBT SERVICE			
5755 · BAN-Principal Payment	38,200.00	38,200.00	0.00
5760.01 · Serial Bonds-Principal Payment	70,000.00	70,000.00	0.00
5770.01 · Serial Bonds Interest	10,910.27	20,615.00	-9,704.73
5775 · BAN-Interest	3,820.00	3,820.00	0.00
Total TOTAL DEBT SERVICE	122,930.27	132,635.00	-9,704.73
5001 · Admin Salary and Wages			
5002 · Salaries - Admin Clerk	1,946.00	0.00	1,946.00
5003 · Salaries - Asst Admin Clerk	18,761.88	40,000.00	-21,238.12
5004 · Salaries - Admin Overtime Clerk	24.75	3,000.00	-2,975.25
5005 · Salaries -Admin Contract Neg	10,986.54	0.00	10,986.54
Total 5001 · Admin Salary and Wages	31,719.17	43,000.00	-11,280.83
5050 · Operations Salary & Wages			
5051 · Salaries - LT Schoch	59,811.86	109,963.00	-50,151.14
5052 · Salaries - LT G. Moroney	59,580.85	110,728.00	-51,147.15
5053 · Salaries - FF Stacy	54,574.75	98,558.00	-43,983.25
5054 · Salaries - FF Granato	37,933.87	66,655.00	-28,721.13
5055 · Salaries - Captain Moore	61,826.32	115,063.00	-53,236.68
5056 · Salaries - FF Howles	44,979.15	79,460.00	-34,480.85
5057 · Salaries - FF Hilger	44,965.65	79,460.00	-34,494.35
5058 · Salaries - FF Grossman	41,429.50	72,910.00	-31,480.50
5059 · Salaries - FF Zimmerman	28,086.31	79,460.00	-51,373.69
5060 · Salaries - FF McLaughlin	46,058.46	79,460.00	-33,401.54
5061 · Benefit Reserves	0.00	33,456.00	-33,456.00
5062 · Salaries - FF Perrotto	34,801.60	60,586.00	-25,784.40
5063 · Salaries - FF Schwartz	34,529.15	60,586.00	-26,056.85
5064 · Overtime-Drivers	27,953.10	25,000.00	2,953.10
5066 · Salaries - Working out of Class	7,737.55	12,000.00	-4,262.45
5069 · Salaries - FF Somers	5,836.40	0.00	5,836.40
Total 5050 · Operations Salary & Wages	590,104.52	1,083,345.00	-493,240.48
5100 · Admin Fringe Benefits			
5114 · Health Insurance - Admin	30,688.14	16,419.00	14,269.14
5120 · Social Security-Admin	1,065.73	2,480.00	-1,414.27
5121 · Medicare-admin	320.66	580.00	-259.34
5141 · Unemployment-admin	452.84	250.00	202.84
5151 · Disability Insurance-admin	47.82	100.00	-52.18
5161 · Pension-admin	-123.24	11,824.00	-11,947.24
5172 · Worker's Compensation - admin	0.00	300.00	-300.00
Total 5100 · Admin Fringe Benefits	32,451.95	31,953.00	498.95
5110 · Operations Fringe Benefits			
5101 · Medicare	9,239.97	17,400.00	-8,160.03
5102 · Social Security	40,747.88	75,000.00	-34,252.12
5140 · Unemployment	4,666.03	3,185.00	1,481.03
5150 · Disability Insurance	3,747.80	1,200.00	2,547.80
5160 · Pension	205,181.77	211,093.00	-5,911.23
5170 · Workers Compensation-Paidmen	38,923.00	55,000.00	-16,077.00
5171 · Workers Compensation-Volunteer	0.00	18,000.00	-18,000.00
5176 · Health Insurance	162,729.08	266,387.00	-103,657.92
Total 5110 · Operations Fringe Benefits	465,235.53	647,265.00	-182,029.47
5280 · Advertising	288.74	750.00	-461.26
5285 · Background Checks	225.00	750.00	-525.00
5401 · M&R Trucks			
5426 · M&R Unit 5500 Ford Expedition	1,222.42	0.00	1,222.42
5427 · M&R Unit 5501 Pierce Pumper	160.59	0.00	160.59
5428 · M&R Unit 5503 Ford Rescue	2,788.69	0.00	2,788.69
5429 · M&R 5504 Ford F250	502.74	0.00	502.74
5430 · M&R 5505 Pierce Ladder	8,157.82	0.00	8,157.82
5431 · M&R Unit 5510 Ford Expedition	1,357.14	0.00	1,357.14
5432 · M&R Unit 5511 HME Pumper	7,926.20	0.00	7,926.20
5433 · M&R Unit Ford F250	1,034.52	0.00	1,034.52
5434 · M&R Unit 5519 Ford Brush	2,124.11	0.00	2,124.11

10:41 AM

08/20/14

Accrual Basis

Jackson Twp Board of Fire Commissioners Dist. #3

Profit & Loss Budget vs. Actual

January 1 through July 21, 2014

	Jan 1 - Jul 21, 14	Budget	\$ Over Budget
5435 · M&R Unit 5521 Pierce Pumper	11,342.00	0.00	11,342.00
5436 · M&R Unit 5524 Ford Excursion	2,368.35	0.00	2,368.35
5438 · M&R Unit 5541 Pierce Pumper	4,489.15	0.00	4,489.15
5439 · M&R 18-307 Ford Explorer 2013	37.65	0.00	37.65
5401 · M&R Trucks - Other	0.00	65,000.00	-65,000.00
Total 5401 · M&R Trucks	43,511.38	65,000.00	-21,488.62
5640 · Utilities			
5650 · Heat	25,963.14	15,000.00	10,963.14
5655 · Electric	7,449.70	12,500.00	-5,050.30
5660 · Telephone	1,286.00	4,200.00	-2,914.00
5665 · Mobile Phone	1,200.00	1,800.00	-600.00
5670 · Water	1,188.17	1,500.00	-311.83
5675 · Garbage	710.54	1,000.00	-289.46
5680 · Cablevision	964.47	0.00	964.47
5685 · Water/Sewer	429.85	1,000.00	-570.15
Total 5640 · Utilities	39,191.87	37,000.00	2,191.87
5690 · Fuel - Trucks	14,459.20	25,000.00	-10,540.80
5695 · Fuel - Generator	1,283.68	0.00	1,283.68
5725 · LOSAP	0.00	40,000.00	-40,000.00
5730 · Fire Bureau Expenditures			
5737 · Printing-Bureau	422.50	1,200.00	-777.50
5738 · Postage-Bureau	374.13	750.00	-375.87
5739 · Education/Conventions-Bureau	528.08	1,000.00	-471.92
5740 · Office Supplies/Equipment	725.96	1,200.00	-474.04
5741 · Membership Fees	1,055.00	1,200.00	-145.00
5742 · Mobile Phone-Bureau	578.94	1,000.00	-421.06
5743 · Computer Software	525.00	2,000.00	-1,475.00
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	3,673.97	6,000.00	-2,326.03
5747 · Fire Official Salary	56,696.11	105,388.00	-48,691.89
5748 · Overtime - Fire Official	0.00	2,500.00	-2,500.00
5749 · Vehicle Equipment-Bureau	2,861.94	5,000.00	-2,138.06
5750 · Misc-Bureau	104.26	1,000.00	-895.74
Total 5730 · Fire Bureau Expenditures	67,545.89	130,538.00	-62,992.11
Total Expense	1,752,081.00	2,987,908.00	-1,235,827.00
Net Ordinary Income	-240,902.15	0.00	-240,902.15
Net Income	-240,902.15	0.00	-240,902.15

Chief of Department Report – July 21, 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

FF Trinity Brown is chairing our Station 55 Meridian Fitness Challenge project. FF Brown is working with the Meridian Fitness Center management and trainers to develop a fitness challenge event to be held next spring. Preliminary plans call for free health and fitness screening conducted by the Meridian staff coupled with a fitness plan in preparation for a team competition. All Station 55 members day and night are invited to participate. We have reached out to the other companies/districts in town and are receiving strong support for the plan. Further details will be forthcoming.

Township Operations Committees

- 1) The Township SOG Committee completed the draft on the HCN and CO Monitoring SOG. It is in the process of being circulated for comments. The Township SOG committee has also been meeting and working on a number of guidelines.
- 2) The Township Safety Committee has been meeting on a regular basis.

Operations

- 1) The 12-hour M-F day shift work schedule starts on August 4. Deployment of the day shift should continue to occur from both stations.

Captain Moore has divided up the day crews into a three-platoon system A, B, C.

Creation of the platoons allows us to have a better reference to shifts than "day and night". Going forward suggest we create the D-Delta platoon to reference our volunteers -- since Delta platoon members respond anytime 24/7 not just at night.

2) Congratulations to FF Jim Howles (past Fire Company Chief) on his promotion to Lieutenant, effective on August 4.

3) Radios: Digital base radios for Stations 55 and 55-1 are awaiting programming. On a couple of occasions during the past month HD TV interference affected various public safety analog and digital radio channels all across the county and region. FireOps1 was affected on one of those nights causing us to switch to OCPS-6 until the next morning.

County Radio: The County Radio Committee met on June 26. Bob Bruno reported that the county is evaluating a lease-purchase option regarding the new radio system -- which if it works out, could put the project back on a 3-5 year time frame for the new system. The county is continuing their design and development work concerning placement of a county radio tower in Jackson. The County has also been advised by Motorola that they will be producing a P25 Digital/Trunking pager in the future. This will assist in moving the dispatch channel up into 700 MHz Range as well. The District 3 Board of Commissioners should consider adding a future capital reserve amount in the next few years budgets so that when the time comes for purchase of new radios, the actual effect on the overall budget will be minimized.

The county is continuing their evaluation of replacement of their CAD software -- potentially to Spillman. Jackson PD may also be switching to Spillman as well. Monmouth County has already made the conversion which would enable multi-jurisdictional information sharing for public safety activities.

4) Apparatus:

5501: Craig from Fire & Safety is working on a punch list of issues: Stokes basket from 5511 put on 5501. Wire basket still will not fit. Wire basket out on 5511. New pump for generator is ordered. New switch for front intake being ordered. Turn directional being repaired. He also looked at DEF fluid cap regarding a leak. In addition, a passenger side door alarm cannot be cleared even though the doors are secure and fully closed.

5505: One rear ground pad bracket was damaged on an emergency incident run while the truck was making entry into the Brewers Bridge Shopping Plaza. Parts for the bracket are being ordered. Engine, Rescue and Ladder Tower apparatus drivers should not use the County Line Road entrance to the Plaza due to the relatively steep angle of departure. Utilize only the Brewers Bridge or Melody Lane entrances to the Plaza.

5) Discussions are continuing with the NJ Forest Fire Service concerning potential location of a fire tower at Station 55. Resultant discussions with various parties have continued to result in

positive feedback about the Station 55 option. The Forest Fire Service is also looking at several other potential sites in the area.

6) Emergency Response Data Analysis: In 2013 Fire District 3 personnel (day and night) responded to a total of 1,137 incidents according to records from the Ocean County Sheriff's Department, Division of Emergency Communications. We also had two GIS maps created using data from the first quarter of 2014 to graphically represent the locations and types of calls responded to this year. The maps are included as a separate attachment to this report.

The top ten types of District 3 calls by type and volume during the year 2013 are as follows:

- 1) Fire Alarm
- 2) Respiratory
- 3) Fall Victim
- 4) General Weakness
- 5) CO Alarm
- 6) Unconscious Person
- 7) Chest Pain
- 8) EMS Assist
- 9) MVC, including MVC with injury
- 10) CVA/Stroke

We also responded to 20 structure fires (including mutual aid calls). In addition to the call types above, we also responded to 19 arcing wires, 15 brush fires, 15 pole fires, 14 gas leaks and 9 vehicle fires. The highest number of responses for one month was October with 116.

Explorer Post 5501

The Explorer Post is continuing to grow. Two new members have been added to the rolls. Post 5501 leaders recently met with their Boy Scouts of America advisor and received very positive feedback regarding the progress and programs held by our post. During August, Post 5501 will be participating in an overnight camp and team building event at a Southern Ocean County BSA facility. The Post has been financially self-supporting through their fund raising efforts.

Member Recruitment and Retention

New member applications will be presented at the meeting for Alexandra Liquori and Wayne Keegan.

Training

1) The next Training Task Force Seminar will be held on Saturday November 8, 2014 at Liberty High School. Chief Billy Goldfeder has confirmed his participation and the task force is working on the remainder of the speaker line-up.

- 2) The following attended the Baltimore Fire Expo: FF's T. Bedrose, P. Hilger, C. Jordan, S. Jordan, J. Perrotto, Lt. G. Bergner and Commissioner Gibson.
- 3) Training was held for night crew members on two District insurer recommended programs: NJ Municipal League -- No Tolerance (Employment Practices) and Duties of a Volunteer in Local Government
- 4) FF Nick Libonati completed the Basic Extrication Class at the Toms River Fire Academy.
- 5) The following completed the Big Rig Rescue Class held at Cassville Fire Co. and Jerry's Auto Body: FF's K. Lackay, R. Brito, J. Cate, J. Griffin, M. Grossman, FPS M. Stacy, and A/C Carson.
- 6) ICS-200 held at Station 55 started on July 20. Station 55 will host ICS 300 followed by 400 later this year.

Day: EMS CEU drill held on July 17. Engine and Ladder Master Stream, Pumping and Hose Line Operations Drill with 5505 and 5501 held on various dates.

Day shift staff has been trained on NARCAN and EpiPen patient care administration. Night shift EMT's are scheduled to be trained on Wednesday July 30.

- 7) The Blue Card incident management training project has been successfully launched. Initial feedback is very positive. Initially five slots were approved with more being sought to expand the budgeted program.

The Blue Card program is the only national program focused on the types of incidents that most fire departments of our size are involved with on a day-to-day basis. "The Blue Card Command Certification Program is a state of the art training and certification system that teaches Company and Command Officers how to standardize local incident operations across their organization. The program uses a combination of online and in-class simulation training which results in an Incident Commander solution that finally addresses local Hazard Zone operations.

The training is based entirely on retired Fire Chief Alan Brunacini's Fire Command and Command Safety Textbooks which have been used globally in the Fire Service for over 30 years. The Blue Card Incident Commander Training and Certification Program are designed to manage local, NIMS Type 4 and 5 incidents. These 2 Incident Types account for more than 99 percent of a department's incident activity. Until the advent of Blue Card, there has not been a curriculum or standard for an Incident Commander to manage a local, Type 4 and 5 Hazard Zone."

The web site with more information is: <http://training.bshifter.com>

Blue Card consists of 50 on-line self-paced instruction hours to be completed over the period not exceeding one year. An optional certification process involves students and peer evaluators at a simulated incident command positions in a "sets and reps" learning environment.

Community Involvement

- 1) On June 26 and July 1 Stations 54, 55, 56 and 57 welcomed home returning service members to their Citadel Drive and Brewers Bridge residences respectively. The fire department was joined by the JPD, JFAS, and many friends and neighbors.
- 2) A team of 15 Station 55 members completed the Miles for Matlosz charity 5 mile run/walk race held in Lakewood on July 3, placing third as a team.

Significant Incidents

- 6/18/14 1723 hours -- Downed primary power line burning with a brush fire, across from 1112 Larsen Road. Two separate fires were started by the downed live wire, one $\frac{3}{4}$ of an acre and the other $\frac{1}{4}$ acre. A plow line was cut by a NJFFS dozer around the area that contained the fire awaiting the arrival of JCP&L to the scene. The downed line created an area-wide power outage. Crews on 5519 helped extinguish the fire with B-9, B-17 and B-45 with the bulldozer. Crews on 5541 provided water supply for the brush trucks and also maintained a watch on the property exposures. Crews on 5521 stood by at the scene.
- 6/21/14 0945 hours -- Three vehicle MVC, South Hope Chapel and Whitesville Road. One pinned with a partial ejection. Male driver of a Jeep was struck broadside resulting in his vehicle lying on its side with drivers head pinned between the vehicle A post and the pavement. Crews on 5701, 5501, and 5503 extricated the victim. Crew on 5705 with 5500 provided an LZ at Jackson Liberty High School for MON-OC 1 medevac.
- 6/22/14 1109 hours – LZ, Crews on 5501 and 5541 with 5510 and 5500 for a medevac for an elderly male that had fallen off a residential roof in the Winding Ways development.
- 6/23/14 0638 hours -- RIC assignment at 12 Sunnyside Road in Howell Township, Adelpia district. Dryer fire in basement 5500 and 5501 responded and was recalled. Adelpia Assistant Chief 19-2-68 at the scene reported that the fire was contained to the dryer.
- 6/23/14 1549 hours -- RIC and suppression personnel assignment at 4023 North Route 9 Howell Shopping Center in Howell Township, Southard district. Fire at Colonial Coffee Shop with extension to Red Moon Pizzeria with smoke damage in adjacent store occupancies on the Bravo and Delta sides. Crews responded on 5501, 5503, 5505, 5521 and 5500. Crews divided up to provide a RIC teams on the A and C sides and 5503 crew performed ventilation assignments.
- 7/14 & 7/15/14. Two days of severe thunderstorms resulted in a stand-by being held at both stations on both evenings. Over 20 members stood by each day on Monday until 2300 and Tuesday evening until 2100 hours. There were a total of 11 calls on Monday afternoon that started at 1605 hours lasting until after 2200 hours. Day crews on 5501 and 5511 assisted in the initial calls on Miami and Manhattan Street on 7/14.



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

FIRE OFFICIAL REPORT

July 2014

1. Fire safety PSA press release for July "Barbeque Grilling"
2. Please visit the Fire Bureau facebook page at www.facebook.com/jacksonfiresafety for updated pictures and stories related to fire safety.
3. A Joint Board workshop is scheduled for July 16, 2014 7:00pm @ Sta 54. N County Line Rd. fire station. The Fire Bureau workshop was tabled until a structure of the Joint Board is created and a decision to merge is made by District 4 Commissioners.
4. Had a presentation from ESP fire inspection software on field tablets. Will be sending a proposal.
5. Continued problems with the States RIMS program, We are receiving LHU checks without a full list of payees. The Division is aware of the problem and advises they are working on it among other problems with the program.
6. Next Fire Safety Commission meeting is scheduled for 7/16/14 10am at Toms River Fire Academy
7. 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
 - Middlesex County Fire Academy - September 13, 2014
 - Ocean County Fire & EMS Training Center - December 13, 2014

Barbeque Grilling

The Facts: Gas grills have a higher fire risk than charcoal grills, leaks and breaks are the leading cause. Charcoal grills have a higher risk than gas grills of death due to fire or un-vented carbon monoxide. Placing combustibles too close to heat and unattended cooking are the leading causes of structure fires. Half of all barbeque grill fires begin on an exterior balcony or unenclosed porches.



ACTIVITY	DISTRICT 1	DISTRICT 2	DISTRICT 3	TOTAL
LHU Periodic Property Visits	2	11	3	16
LHU Reinspection Property Visits	3	5	1	9
NLHU Periodic Property Visits	95	335	252	682
NLHU Reinspection Property Visits	72	163	183	418
Fire Permits Issued	10	52	28	90
Complaints/Follow-up	5	16	27	48
Imminent Hazards Issued	0	0	1	1
Penalties Issued	4	28	28	60
Fire Investigations/Notifications	5	8	14	27
Construction Plan Reviews	0	5	1	6
Smoke Detectors Giveaways	0	0	0	0
Fire Safety Presentations	0	48	85	2531 Students
Fire Extinguisher Training	0	0	0	0
Summons Complaints Issued	0	0	0	0
Juvenile Fire Setter Interviews	0	0	1	1
INCOME	District 1	District 2	District 3	Total
Local Registrations Fees Paid	\$5,094.90	\$10,351.35	\$12,972.50	\$28,418.75
LHU Registrations Fees Paid	\$0.00	\$0.00	\$0.00	\$17,857.25
Fire Permits Fees Paid	\$168.00	\$2,630.00	\$1,294.00	\$4,092.00
Construction Plan Fees Paid	\$0.00	\$135.00	\$75.00	\$210.00
Penalties 2.12 Paid	\$50.00	\$550.00	\$837.50	\$1,437.50
Dedicated Penalties 2.12A Paid	\$0.00	\$50.00	\$293.75	\$343.75
Summons fines	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous	\$0.00	\$0.00	\$65.00	\$65.00
REVENUE RECEIVED	\$5,312.90	\$13,716.35	\$15,537.75	\$52,424.25
NLHU OUTSTANDING	\$2,803.50	\$12,002.40	\$3,322.50	\$18,128.40
LHU OUTSTANDING				\$18,667.93
TOTAL REVENUE	\$8,116.40	\$25,718.75	\$18,860.25	\$89,220.58
BUDGET EXPENSE				\$9,830.52

Report submitted by Fire Official Frank McDonnell 7/14/14