

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 18th, 2019

1. Attendance
2. Re-org
3. FF Migliore- completion of probationary period announcement
4. Volunteer Company Report
5. Secretary's report
6. Treasurer's Report
7. Fire Official Report
8. Chief's Report
9. Supervisory Commissioner Report
Approved Requisitions:
A: Pediatric Epi Pen
B: Replacements for existing laptop and workstation
10. Old Business
11. New Business:
A: Discussion regarding certified lists for new Lt./ FF.
12. Open to Public
13. Executive Session
14. Adjournment

Jackson Board of Fire Commissioners Dist. #3
Executive Agenda
March 18th, 2019

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

1. ADP and Quickbooks issue

Jackson Township Fire District No. 3

Board of Fire Commissioners

Jackson Township, New Jersey

Minutes of Meeting Held

March 18th, 2019

The regular meeting of the Board of Fire Commissioners, District #3, was called to order at 7:30pm by Commissioner Brito on March 18th, 2019.

PRESENT- Commissioners Brito, Keegan, Keller, Larsen & Siedler. Attorney Jamie Plosia sat in for Joseph Youssouf.

ABSENT-None

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

RE-ORG- Commissioners Edward Keller & Wayne Keegan were sworn in. The Board seats for 2020 are: Chairman-Larsen; Vice-Brito; Treasurer-Keegan; Clerk- Siedler; Supervisory- Keegan.

VOLUNTEER COMPANY REPORT – No active applications at this time.

SECRETARIES REPORT-Commissioner Keegan made a motion to accept February 2019 minutes. 2nd by Commissioner Larsen, 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 Larsen. Commissioner Keegan motioned to accept Treasurer's report, Commissioner Larsen 2nd. Vote: All Aye.

ATTORNEY REPORT- Meeting dates for the remaining 2019 year will be 4/15, 5/20, 6/17, 7/15, 8/19, 9/16, 10/21. 11/18, 12/16. The meeting dates for the beginning of 2020 are as follows: 1/20; 2/17 & 3/16.

CHIEF REPORT- See attached report.

BUREAU REPORT- See attached report

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

OLD BUSINESS- N/A

NEW BUSINESS – N/A

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 Keegan. Vote: All Aye.

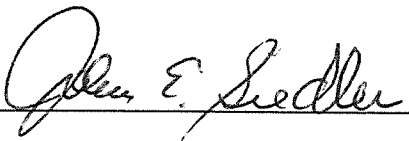
Meeting closed to the public for Executive at 7:45 p.m. Executive session opened at 7:46 p.m. In attendance are Commissioner's Brito, Larsen, Keegan, Keller, Siedler and Attorney Jamie Plosia.

Executive Session closed at 9:25 P.M.

Regular meeting re-opened at 9:30 p.m.

OPEN TO THE PUBLIC- N/A

Motion to adjourn the meeting at approximately 9:30 pm by Commissioner Brito 2nd by Commissioner Keegan. Vote: All Aye.

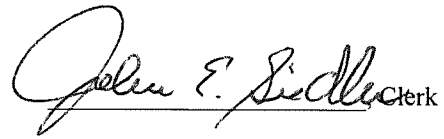


COMMISSIONER SIEDLER, CLERK

Jackson Board of Fire Commissioners Dist. #3
Executive Minutes
March 18, 2019

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

Discussion regarding personnel issues

 John E. Sidler Clerk

Jackson Twsp Board of Fire Dist No. 3

Profit & Loss Budget vs. Actual

January 1 through March 18, 2019

	Jan 1 - Mar 18, 19	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4400 · Bureau of Fire Safety			
FB LPG exchange	214.00	0.00	214.00
4403 · Registration Fees-Dist 3	9,479.00	0.00	9,479.00
4503 · Fines District 3	2,800.00	0.00	2,800.00
4703 · Permit Fees Dist 3	430.00	0.00	430.00
4713 · Life Hazard Fees District 3	3,972.40	0.00	3,972.40
4723 · Bureau Site Plan Review Dist 3	150.00	0.00	150.00
4733 · Fire Reports District 3	45.00	0.00	45.00
Total 4400 · Bureau of Fire Safety	17,090.40	0.00	17,090.40
4600 · General Interest Income	311.48	0.00	311.48
4750 · FEMA Grant-Matthew	-7,515.00	0.00	-7,515.00
4800 · Miscellaneous Revenue	101.15	0.00	101.15
Total Income	9,988.03	0.00	9,988.03
Gross Profit	9,988.03	0.00	9,988.03
Expense			
5001 · Admin Salary and Wages			
5002 · Salaries - Admin Clerk	9,364.00	0.00	9,364.00
Total 5001 · Admin Salary and Wages	9,364.00	0.00	9,364.00
5050 · Operations Salary & Wages			
5052 · Salaries - LT G. Moroney	22,704.60	0.00	22,704.60
5053 · Salaries - FF Stacy	20,180.02	0.00	20,180.02
5055 · Salaries - Captain Moore	23,628.00	0.00	23,628.00
5056 · Salaries - LT Howles	22,668.00	0.00	22,668.00
5057 · Salaries - FF Hilger	20,900.00	0.00	20,900.00
5058 · Salaries - FF Grossman	20,100.02	0.00	20,100.02
5060 · Salaries - FF McLaughlin	18,532.00	0.00	18,532.00
5062 · Salaries - FF Perrotto	18,676.00	0.00	18,676.00
5064 · Salaries - FF Migliore	9,060.00	0.00	9,060.00
5065 · Salaries-FF Kourris	12,220.00	0.00	12,220.00
5069 · Salaries - FF Somers	14,260.81	0.00	14,260.81
5080 · Salaries- FF Suiter	5,436.00	0.00	5,436.00
5089 · Salaries-FO McDonnell / Buffer	1,812.00	0.00	1,812.00
5090 · Overtime Operations	3,149.24	0.00	3,149.24
5091 · Salaries - Working out of Class	794.88	0.00	794.88
Total 5050 · Operations Salary & Wages	214,121.57	0.00	214,121.57
5100 · Admin Fringe Benefits			
5092 · Retiree Health Benefits	72,781.00	0.00	72,781.00
5114 · Health Insurance - Admin	1,887.76	0.00	1,887.76
5120 · Social Security-Admin	555.25	0.00	555.25
5121 · Medicare-admin	129.85	0.00	129.85
5141 · Unemployment-admin	65.55	0.00	65.55
5151 · Disability Insurance-admin	70.25	0.00	70.25
Total 5100 · Admin Fringe Benefits	75,489.66	0.00	75,489.66
5110 · Operations Fringe Benefits			
5101 · Medicare	2,863.13	0.00	2,863.13
5102 · Social Security	12,242.47	0.00	12,242.47
5140 · Unemployment	1,498.82	0.00	1,498.82
5150 · Disability Insurance	1,605.90	0.00	1,605.90
5170 · Workers Compensation-Career	32,251.00	0.00	32,251.00
5176 · Health Insurance	-15,884.71	0.00	-15,884.71
Total 5110 · Operations Fringe Benefits	34,576.61	0.00	34,576.61
5200 · Office Expenses			
5205 · Office Supplies	148.02	0.00	148.02
5206 · Postage	132.46	0.00	132.46
5210 · Photocopier Lease and Maintenanc	1,062.48	0.00	1,062.48
Total 5200 · Office Expenses	1,342.96	0.00	1,342.96
5201 · Fire Hydrant Rentals	21,175.00	0.00	21,175.00
5220 · Professional Services			
5229 · Accountant	8,475.00	0.00	8,475.00
5230 · Attorney Fees	8,071.68	0.00	8,071.68
5231 · Joint Medical Director	-48.01	0.00	-48.01
5232 · Payroll Services	1,151.09	0.00	1,151.09
5233 · Medical Physicals	90.00	0.00	90.00

Jackson Twsp Board of Fire Dist No. 3

Profit & Loss Budget vs. Actual

January 1 through March 18, 2019

	Jan 1 - Mar 18, 19	Budget	\$ Over Budget
Total 5220 · Professional Services	17,739.76	0.00	17,739.76
5250 · JTVFC#1 Fire Suppression	33,339.92	0.00	33,339.92
5270 · Insurance	42,081.67	0.00	42,081.67
5275 · Election	726.66	0.00	726.66
5285 · Background Checks	50.00	0.00	50.00
5290 · Uniforms			
5291 · Paidmen Uniforms	428.52	0.00	428.52
Total 5290 · Uniforms	428.52	0.00	428.52
5300 · Training & Education			
5301 · Training & Education-Career	1,220.13	0.00	1,220.13
5302 · Training & Education-Volunteer	2,562.00	0.00	2,562.00
5304 · Career College FF	442.00	0.00	442.00
Total 5300 · Training & Education	4,224.13	0.00	4,224.13
5306 · Membership dues lic subs	323.88	0.00	323.88
5400 · Maintenance & Repair			
5401 · M&R Cascade Maint	709.21	0.00	709.21
5402 · M&R Trucks			
5426 · M&R Unit 5500 Ford Expedition	397.37	0.00	397.37
5427 · M&R Unit 5501 Pierce Pumper	852.48	0.00	852.48
5428 · M&R Unit 5503 Ford Rescue	2,121.31	0.00	2,121.31
5430 · M&R 5505 Pierce Ladder	11,188.46	0.00	11,188.46
5438 · M&R Unit 5541 Pierce Pumper	2,928.66	0.00	2,928.66
5402 · M&R Trucks - Other	376.00	0.00	376.00
Total 5402 · M&R Trucks	17,864.28	0.00	17,864.28
5405 · M&R Computer	4,517.00	0.00	4,517.00
5460 · M&R Extinguisher Maintenance	790.50	0.00	790.50
5465 · M&R Replacement of Damaged Equip	372.00	0.00	372.00
5490 · M&R Misc	110.00	0.00	110.00
Total 5400 · Maintenance & Repair	24,362.99	0.00	24,362.99
5500 · Substation Maintenance			
5501 · M&R Substation- Exterminating	255.00	0.00	255.00
5505 · M&R Substation-Alarm	1,344.00	0.00	1,344.00
5510 · M&R Substation-Cleaning	1,720.46	0.00	1,720.46
5515 · M&R Substation-Door	455.50	0.00	455.50
5520 · M&R Substation - Misc	970.15	0.00	970.15
5525 · M&R Substation - Heating/Air	2,705.00	0.00	2,705.00
5540 · M&R Substation-Grounds Maint	19.95	0.00	19.95
Total 5500 · Substation Maintenance	7,470.06	0.00	7,470.06
5600 · Non-Bondables			
5620 · Asset Purchase-Technology	572.50	0.00	572.50
5630 · Asset Purchase- Radio Equipment	541,532.32	0.00	541,532.32
5636 · Fire Equipment	10,540.00	0.00	10,540.00
5680 · Gym Equip	835.00	0.00	835.00
Total 5600 · Non-Bondables	553,479.82	0.00	553,479.82
5640 · Utilities			
5655 · Electric	2,791.46	0.00	2,791.46
5660 · Telephone	1,124.08	0.00	1,124.08
5665 · Volunteer Mobile Phones	139.15	0.00	139.15
5673 · Gas	3,415.25	0.00	3,415.25
5675 · Garbage	350.78	0.00	350.78
5685 · Water/Sewer	294.30	0.00	294.30
Total 5640 · Utilities	8,115.02	0.00	8,115.02
5644 · Supplies Expenses			
5645 · EMS Supplies	467.74	0.00	467.74
5644 · Supplies Expenses - Other	114.00	0.00	114.00
Total 5644 · Supplies Expenses	581.74	0.00	581.74
5690 · Fuel - Trucks	4,293.87	0.00	4,293.87
5700 · Fire Bureau Expenditures			
5742 · Mobile Phone-Bureau	101.15	0.00	101.15
5743 · Computer Software-Bureau	131.58	0.00	131.58
5749 · Vehicle Equipment-Bureau	320.72	0.00	320.72
5751 · Technology-Bureau	49.99	0.00	49.99

Jackson Twsp Board of Fire Dist No. 3

Profit & Loss Budget vs. Actual

January 1 through March 18, 2019

	Jan 1 - Mar 18, 19	Budget	\$ Over Budget
Total 5700 · Fire Bureau Expenditures	603.44	0.00	603.44
5725 · LOSAP	23,100.00	0.00	23,100.00
5754 · Debt Service			
5770 · Serial Bonds Interest	40.00	0.00	40.00
Total 5754 · Debt Service	40.00	0.00	40.00
Total Expense	1,077,031.28	0.00	1,077,031.28
Net Ordinary Income	-1,067,043.25	0.00	-1,067,043.25
Net Income	-1,067,043.25	0.00	-1,067,043.25

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03/18/19

Accrual Basis

Jackson Twsp Board of Fire Dist No. 3

Cash Balance Report

As of March 18, 2019

	Mar 18, 19	
	Debit	Credit
PeaPack Gladstone Bank	499,980.99	
1101 · NJ State Cash Management	61,371.74	
1102 · Fulton Bank Fire Bureau 2206	90,856.91	
1107 · Shore Comm Bank Freedom Liq 764	53,869.11	
1108 · Fulton Bank Payroll 2205	73,030.57	
1109 · Fulton Bank General Fund 2204	21,589.17	
1111 · Fulton Bank MMKT 7655	139,516.17	
TOTAL	<u>940,214.66</u>	<u>0.00</u>

Jackson Twsp Board of Fire Dist No. 3

Treasurer's Report

As of March 18th, 2019

03/18/19

Accrual Basis

Type	Date	Num	Name	Amount
Mar 1 - 18, 19				
Bill Pmt -Check	03/01/2019	EFT	Home Depot	-17.50
Bill Pmt -Check	03/06/2019	EFT	Amazon	-200.38
Bill Pmt -Check	03/12/2019	EFT	NJSHBP	-4,131.38
Bill Pmt -Check	03/12/2019	EFT	NJSHBP	-30,193.43
Bill Pmt -Check	03/18/2019	4896	911 Safety Equipment	-1,246.77
Bill Pmt -Check	03/18/2019	4897	AED Superstore	-114.00
Bill Pmt -Check	03/18/2019	4898	Buonocore, Lucille	-160.00
Bill Pmt -Check	03/18/2019	4899	Burlington County E...	-45.00
Bill Pmt -Check	03/18/2019	4900	Cablevision	-375.36
Bill Pmt -Check	03/18/2019	4901	Carson, Danielle	-160.00
Bill Pmt -Check	03/18/2019	4902	Colleen Theobald	-160.00
Bill Pmt -Check	03/18/2019	4903	Community Safety C...	-235.00
Bill Pmt -Check	03/18/2019	4904	Cooper Power Syste...	-450.00
Bill Pmt -Check	03/18/2019	4905	Defender Emergenc...	-9,589.04
Bill Pmt -Check	03/18/2019	4906	Fire and Safety	-1,914.42
Bill Pmt -Check	03/18/2019	4907	First Responder Join...	-46,027.00
Bill Pmt -Check	03/18/2019	4908	Holmes Heating, Air ...	-2,250.00
Bill Pmt -Check	03/18/2019	4909	Integrated Serivces ...	-285.50
Bill Pmt -Check	03/18/2019	4910	Jackson Twp MUA	-21,469.30
Bill Pmt -Check	03/18/2019	4911	JCP & L	-933.68
Bill Pmt -Check	03/18/2019	4912	Koerner & Koerner, ...	-8,475.00
Bill Pmt -Check	03/18/2019	4913	Leaf Capitol Funding...	-161.24
Bill Pmt -Check	03/18/2019	4914	Miles Technologies	-1,525.00
Bill Pmt -Check	03/18/2019	4915	Monmouth County T...	-1,200.00
Bill Pmt -Check	03/18/2019	4916	New Jersey Fire Eq...	-56.37
Bill Pmt -Check	03/18/2019	4917	NJ Natural Gas Co.	-1,130.89
Bill Pmt -Check	03/18/2019	4918	ozane	-85.00
Bill Pmt -Check	03/18/2019	4919	Pine Belt Chevrolet	-82.37
Bill Pmt -Check	03/18/2019	4920	Plosia Cohen LLC	-2,128.00
Bill Pmt -Check	03/18/2019	4921	Republic Services Inc.	-174.58
Bill Pmt -Check	03/18/2019	4922	State of NJ Div of P...	-276,426.00
Bill Pmt -Check	03/18/2019	4923	Vision Service Plan	-395.37
Bill Pmt -Check	03/18/2019	4924	Witmer Public Safet...	-7,440.00
Bill Pmt -Check	03/18/2019	4925	Colleen Theobald	-200.00
Bill Pmt -Check	03/18/2019	4926	Leaf Capitol Funding...	-524.46
Mar 1 - 18, 19				-419,962.04

**JACKSON TOWNSHIP
FIRE DISTRICT #3**

CHIEF'S REPORT

March 18, 2019

**SUBMITTED BY
TIMOTHY J. CARSON
DISTRICT CHIEF**

Training Recap

Training

- 3 new members started Monmouth County FF1
- Congratulations to Lt Keller for passing Instructor Level 2 class
- 3 Members scheduled for RIT Training at All Hands
- All Hands Fire to do a three day Truck Company Operations class.
Cost is \$3500 and will be one weekday/weeknight class followed by 2 all day hands on Sunday classes May 1 May 5 and May 19
- March 9th All Hands Seminar hosted by Station 55. Turnout was outstanding.

Meetings

Meeting with township over the radio tower to be built at the main station with Capt Wagner. Town is now willing to share revenue and cover cost of Liability insurance Awaiting new meeting with all parties including Mayor, Council, Attorneys and PD. Next meeting is Wednesday night.

Officers Meeting. (Chief Carson, AC Baader, Capt Moore, Lt Loiacano, Lt Howles, SO Prioli)

Looking to schedule Live burn and flashover drills at Monmouth, Tom's River and Somerset at least for 2019. Capt Halpin is scheduling

Bail out kits ordered and training will be coming. Awaiting additional pricing and all agree we should have a train the trainer course as this will become annual mandatory training. Harnesses that show wear will be pulled from service and replaced with new ones. Class will be scheduled.

Chief Carson would like requalifications completed in 2019 for all drivers. A simple one page form will be documented for all drivers to be filled.

Apparatus discussion held 5510 vehicle is ordered with everything except Knox Box. FO Grossman is working on this.

Hose covers for 5541 and 5505 will be worked on by Lt Howles.

Equipment discussion held for 2019 needs
Battery tools being researched from Dewalt and Milwaukee
Pike poles to be ordered from this years budget
5 New and 5 replacement sets of gear.
Mercedes Hose for 5501 8 orange and 2 red.
Gas meters being researched from MSA, Drager and B&W.
TIC for 5513. Decision to take 5541 camera for 5513 and replace 5541
Irons and a Sledge for 5513

Electric Pump from 5511 going on to 5513 and old Gas pump going on 5511 as generator is unreliable.

Gas Pump on 5513 is OOS being worked on

Fire/Complaints/Investigations 294 Runs to Date since January

- 2/16/2019 Small kitchen fire on Pomponio Place.
- 2/17/2019 Working structure fire Green Valley Road with civilian injury. 18307 and OCFM investigated
- 2/20/2019 Working Structure fire S. Hope Chapel Road in Station 57 district.
- 2/24/2019 Working Structure Fire Ridgedale Ave in Station 54 District. One Dog was saved by crews
- 2/26/2019 Oven Fire Oregon Ave. 18307 notified.
- 2/28/2019 Stove Fire Cypress Point Lane with minor civilian and firefighter injuries. 18307 investigated.
- 3/5/2019 Kitchen fire McDonald's North Countyline in Station 54 District
- 3/15/2019 Brush Fire Chelsea Road

Community Events

Attended the Robert Ventura memorial

Boy Scout Firehouse Tour

Met with town Council twice and the budget was approved

Equipment

A few packs were fixed in house for minor repairs.

Flashlights repaired

5541 TIC has missing pixels. Too costly to repair. Still in service

5513 Gas Hurst Pump being serviced

Apparatus

5511 Primer not working and windshield fluid not coming out. Relief valve indicator oos

5541 has minor leak of rear. Defender aware and keeping eye on it

5503 and 5534 to be sold

5505 Cab Tilt Safety bar not working

5519 Battery Switch needs wiring repair issue.

5505 Generator still having issues. May need replacement \$17k Truck is OOS at Onan for a second opinion and will remain OOS as the rear outrigger sensor is not working.

5510 New Tahoe is ordered

5501 Two marker lights out and another seat alarm issue. Truck is going to Fire and Safety on March 25 for a generator issue and to have seat alarm looked at.

5513 Awaiting parts for accident repair

Safety

One minor injuries reported.

Physicals being scheduled for night crew in April

Hydrants

IFO 938 Bethel Church Road OOS

Building

Remaining door openers at Substation to be replaced.

Heater and AC for Gym to be addressed.

Cards being handed out to all members. Old cards being turned off.

Jackson Fire District 3

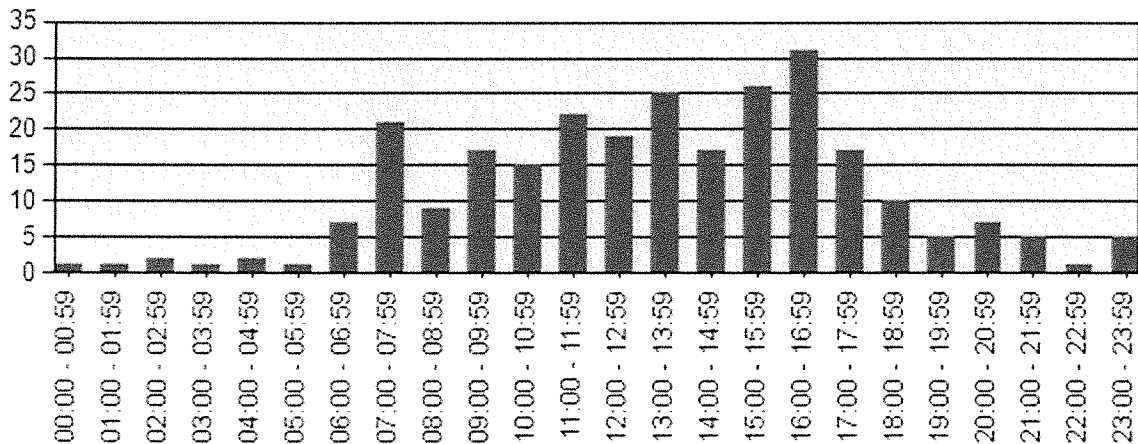
Jackson, NJ

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Incidents by Hour for Date Range

Start Date: 01/01/2019 | End Date: 03/18/2019



Hour	# of Calls
00:00 - 00:59	1
01:00 - 01:59	1

02:00 - 02:59	2
03:00 - 03:59	1
04:00 - 04:59	2
05:00 - 05:59	1
06:00 - 06:59	7
07:00 - 07:59	21
08:00 - 08:59	9
09:00 - 09:59	17
10:00 - 10:59	15
11:00 - 11:59	22
12:00 - 12:59	19
13:00 - 13:59	25
14:00 - 14:59	17
15:00 - 15:59	26
16:00 - 16:59	31
17:00 - 17:59	17
18:00 - 18:59	10
19:00 - 19:59	5
20:00 - 20:59	7
21:00 - 21:59	5
22:00 - 22:59	1
23:00 - 23:59	5

Jackson Fire District 3

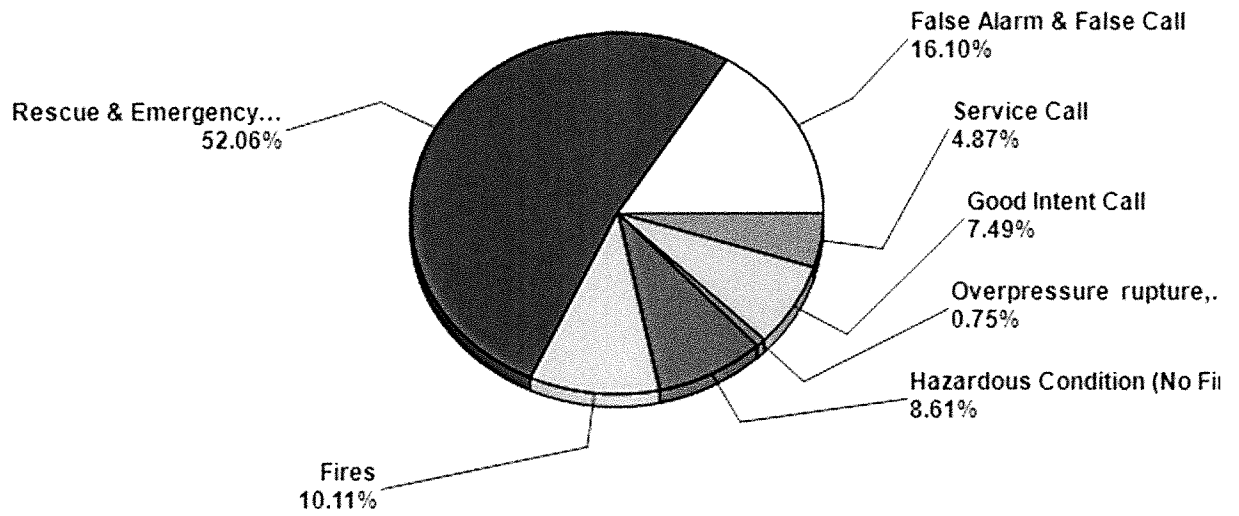
Jackson, NJ

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2019 | End Date: 03/18/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	27	10.11%
Overpressure rupture, explosion, or overheating - no fire	2	0.75%
Rescue & Emergency Medical Service	139	52.06%
Hazardous Condition (No Fire)	23	8.61%
Service Call	13	4.87%
Good Intent Call	20	7.49%
False Alarm & False Call	43	16.10%
TOTAL	267	100.00%



JACKSON BUREAU OF FIRE SAFETY

FIRE DISTRICT NO. 3

200 KIERYCH MEMORIAL DRIVE

JACKSON N.J. 08527



MICHAEL GROSSMAN
FIRE OFFICIAL

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

The Fire Bureau has done seven fire / investigation since last month commissioners meeting.

02/17/2019- 889 Green Valley Rd.- Structure fire- Work Shop

02/19/2019- 1 Stephanie Ct.- Dryer issue

02/25/2019- 10 Manhattan St.- Smoking- Restroom exhaust fan

02/27/2019- 48 Beam Ave.- Debris fire

02/28/2019- 88 Cypress Point Lane- Kitchen fire

03/07/2019- 1 Arcadia Ct.- Frozen sprinkler pipe

All the yearly school inspections have been completed before the June deadline.

All required quarterly Life Hazard inspections have been completed.

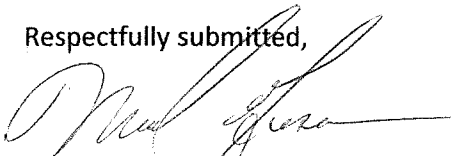
Fire prevention is all scheduled for the month of April.

Just returned planes for a new building behind Fulton bank- Funeral Parlor with banquet hall.

Each Knox box at all the schools was checked and has proper keys inside.

Working on quotes for two vehicle mounted Knox boxes.

Respectfully submitted,



Michael Grossman

