

Jackson Township Fire District No. 3

Board of Fire Commissioners

Jackson Township, New Jersey

Minutes of Meeting Held

February 20th, 2018

The regular meeting of the Board of Fire Commissioners, District #3, was called to order at 7:30pm by Commissioner Brito on February 20th, 2018

PRESENT-Commissioners: Brito, Keegan, Bradley, Siedler, Keller and District Attorney Joseph Yousouff.

ABSENT- None

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 Brito made a motion to accept January 2018 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 Keller motioned to accept Treasurer's report, Commissioner Siedler 2nd. Vote: All Aye.

ATTORNEY REPORT- Attorney Joseph Yousouff announced that the Budget was passed 149 to 110 and the newly elected Commissioner is Todd Larsen. March is the Re-org meeting and a resolution was adopted by title for a Temporary Budget. The meetings for the rest of the year will be as follows: 4/16, 5/21, 6/18, 7/16, 8/20, 9/17, 10/15, 11/19, 12/17. For 2019 January and February meetings will be as follows: 1/22/2019 and 2/19/2019.

CHIEF REPORT- See attached report.

BUREAU REPORT- See attached report.

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

OLD BUSINESS- None

NEW BUSINESS – Motion made by Commissioner Siedler, 2nd by Commissioner Keller to approve the quote for the roof repair to be done by Bobek Construction. The Board decided against having the Township hold their annual election in this Building for safety reasons.

OPEN TO THE PUBLIC- Chief Carson to give Clerk Hode the information needed in order for Clerk Hode to book his travel arrangements for the Emergency Reporting System Training Class.

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 7:55 p.m. Executive session opened at 7:57 p.m. In attendance are Commissioner's Brito, Keegan, Bradley, Siedler, Keller, Dawn Hode and District Attorney Joseph Youssouf.

Executive Session closed at 8:28 p.m.

Regular meeting re-opened at 8:30p.m.

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



COMMISSIONER Keller, Clerk

Jackson Board of Fire Commissioners Dist. #3
Executive Agenda
February 20th, 2018

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 Clerk Hode and Chief Carson.

Discussion regarding Jackson Township Voting District

ADJOURNMENT: Commissioner Brito motioned to adjourn the Executive Session, 2nd by Commissioner Keegan. Motion passed by unanimous consent. Executive Session was closed at 8:28 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 February 20th, 2018

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: Captain Moore –training
B: Miles- UPS
C: Advanced Auto- DEF, speedy dry, light bulbs
D: MSA- Helmet repair
E: Complete Wireless Technologies- pagers for repair
F: Witmer Public Safety Group- Morning pride Ben2 Helmet
9. Old Business-
10. New Business-
A: Roof repair quote
11. Open to Public
12. Executive Session
13. Adjournment

Jackson Board of Fire Commissioners Dist. #3
Executive Agenda
February 20th, 2018

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

1. Jackson Twp. Voting District
2. Personnel

11:47 AM

02/20/18

Accrual Basis

Jackson Twsp Board of Fire Dist No. 3

Cash Balance Report

As of February 20, 2018

	Feb 20, 18	
	Debit	Credit
1101 · NJ State Cash Management	60,207.91	
1102 · Fulton Bank Fire Bureau 2206	49,758.17	
1106 · Shore Comm Beacon Municipal 534	82.52	
1107 · Shore Comm Bank Freedom Liq 764	53,795.21	
1108 · Fulton Bank Payroll 2205	81,411.80	
1109 · Fulton Bank General Fund 2204	47,405.42	
1111 · Fulton Bank MMKT 7655	522,567.40	
TOTAL	815,228.43	0.00

Jackson Twsp Board of Fire Dist No. 3
Treasurer's Report
As of February 20th, 2018

Type	Date	Num	Name	Amount
Feb 1 - 20, 18				
Bill Pmt -Check	02/06/2018	EFT	NIU Foundation	-100.00
Bill Pmt -Check	02/13/2018	4370	Moore, Edward	-250.00
Bill Pmt -Check	02/15/2018	EFT	NJSHBP	-4,698.57
Bill Pmt -Check	02/20/2018	4371	Advance Auto Parts	-162.33
Bill Pmt -Check	02/20/2018	4372	Air Purifiers	-1,210.00
Bill Pmt -Check	02/20/2018	4373	AISH Fire Protection	-149.75
Bill Pmt -Check	02/20/2018	4374	Asbury Park Press	-69.10
Bill Pmt -Check	02/20/2018	4375	Buonocore, Lucille	-160.00
Bill Pmt -Check	02/20/2018	4376	Cablevision	-373.17
Bill Pmt -Check	02/20/2018	4377	Carson, Danielle	-160.00
Bill Pmt -Check	02/20/2018	4378	Central Jersey Secu...	-7,740.00
Bill Pmt -Check	02/20/2018	4379	Colleen Theobald	-160.00
Bill Pmt -Check	02/20/2018	4380	Community Safety C...	-200.00
Bill Pmt -Check	02/20/2018	4381	Complete Wireless ...	-369.24
Bill Pmt -Check	02/20/2018	4382	David Clark Compan...	-154.65
Bill Pmt -Check	02/20/2018	4383	Defender Emergenc...	-1,251.36
Bill Pmt -Check	02/20/2018	4384	Edward Keller	-100.00
Bill Pmt -Check	02/20/2018	4385	Fire and Safety	-279.44
Bill Pmt -Check	02/20/2018	4386	Firecom	-120.00
Bill Pmt -Check	02/20/2018	4387	Francis McDonnell	-181.47
Bill Pmt -Check	02/20/2018	4388	Integrated Services ...	-200.00
Bill Pmt -Check	02/20/2018	4389	Jackson Fire Dist. #2	-293.33
Bill Pmt -Check	02/20/2018	4390	JCP & L	-1,891.16
Bill Pmt -Check	02/20/2018	4391	Koerner & Koerner, ...	-9,021.00
Bill Pmt -Check	02/20/2018	4392	Leaf Capitol Funding...	-68.20
Bill Pmt -Check	02/20/2018	4393	Michael. McLaughlin	-560.21
Bill Pmt -Check	02/20/2018	4394	Miles Technologies	-1,486.00
Bill Pmt -Check	02/20/2018	4395	Mine Safety Applian...	-193.00
Bill Pmt -Check	02/20/2018	4396	Neil Brooks Plumbin...	-437.50
Bill Pmt -Check	02/20/2018	4397	New Jersey Fire Eq...	-25.00
Bill Pmt -Check	02/20/2018	4398	NFPA	-1,345.50
Bill Pmt -Check	02/20/2018	4399	NJ Natural Gas Co.	-875.99
Bill Pmt -Check	02/20/2018	4400	NJ State Associatio...	-300.00
Bill Pmt -Check	02/20/2018	4401	ozane	-85.00
Bill Pmt -Check	02/20/2018	4402	Republic Services	-150.01
Bill Pmt -Check	02/20/2018	4403	Santander	-125.00
Bill Pmt -Check	02/20/2018	4404	Son Rise	-890.00
Bill Pmt -Check	02/20/2018	4405	Trius Inc.	-71.03
Bill Pmt -Check	02/20/2018	4406	UPS	-30.12
Bill Pmt -Check	02/20/2018	4407	Verizon (hot spots)	-386.95
Bill Pmt -Check	02/20/2018	4408	Vision Service Plan	-729.97
Bill Pmt -Check	02/20/2018	4409	Watchung	-29.95
Bill Pmt -Check	02/20/2018	4410	Wells Fargo Financial	-205.00
Bill Pmt -Check	02/20/2018	4411	Witmer Public Safet...	-114.99
Bill Pmt -Check	02/20/2018	4412	Colleen Theobald	-200.00
Bill Pmt -Check	02/20/2018	4413	Defender Emergenc...	-539.63
Bill Pmt -Check	02/20/2018	4414	Miles Technologies	-330.00
Bill Pmt -Check	02/20/2018	4415	New Jersey Fire Eq...	-36.00
Bill Pmt -Check	02/20/2018	4416	UPS	-12.35
Bill Pmt -Check	02/20/2018	4417	Wells Fargo Financial	-205.00
Bill Pmt -Check	02/20/2018	4418	UPS	-10.53
Feb 1 - 20, 18				-38,737.50

Jackson Twsp Board of Fire Dist No. 3
Profit & Loss Budget vs. Actual
 February 1 - 20, 2018

	Feb 1 - 20, 18	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4400 · Bureau of Fire Safety			
4403 · Registration Fees-Dist 3	3,739.00	0.00	3,739.00
4703 · Permit Fees Dist 3	268.00	0.00	268.00
Total 4400 · Bureau of Fire Safety	4,007.00	0.00	4,007.00
4800 · Miscellaneous Revenue	81.85	0.00	81.85
Total Income	4,088.85	0.00	4,088.85
Gross Profit	4,088.85	0.00	4,088.85
Expense			
5001 · Admin Salary and Wages			
5002 · Salaries - Admin Clerk	1,836.00	0.00	1,836.00
Total 5001 · Admin Salary and Wages	1,836.00	0.00	1,836.00
5050 · Operations Salary & Wages			
5052 · Salaries - LT G. Moroney	4,428.80	0.00	4,428.80
5053 · Salaries - FF Stacy	4,036.00	0.00	4,036.00
5055 · Salaries - Captain Moore	4,592.80	0.00	4,592.80
5056 · Salaries - LT Howles	4,400.00	0.00	4,400.00
5057 · Salaries - FF Hilger	3,706.40	0.00	3,706.40
5058 · Salaries - FF Grossman	3,716.00	0.00	3,716.00
5060 · Salaries - FF McLaughlin	3,706.40	0.00	3,706.40
5062 · Salaries - FF Perrotto	3,735.20	0.00	3,735.20
5065 · Salaries-FF Kourris	2,130.40	0.00	2,130.40
5069 · Salaries - FF Somers	2,578.40	0.00	2,578.40
5089 · Salaries-FO McDonnell	4,430.40	0.00	4,430.40
5090 · Overtime Operations	833.94	0.00	833.94
Total 5050 · Operations Salary & Wages	42,294.74	0.00	42,294.74
5100 · Admin Fringe Benefits			
5114 · Health Insurance - Admin	698.57	0.00	698.57
5120 · Social Security-Admin	108.77	0.00	108.77
5121 · Medicare-admin	25.44	0.00	25.44
5141 · Unemployment-admin	22.03	0.00	22.03
5151 · Disability Insurance-admin	4.59	0.00	4.59
Total 5100 · Admin Fringe Benefits	859.40	0.00	859.40
5110 · Operations Fringe Benefits			
5101 · Medicare	558.18	0.00	558.18
5102 · Social Security	2,386.69	0.00	2,386.69
5140 · Unemployment	507.53	0.00	507.53
5150 · Disability Insurance	105.75	0.00	105.75
5176 · Health Insurance	-3,881.44	0.00	-3,881.44
Total 5110 · Operations Fringe Benefits	-323.29	0.00	-323.29
5200 · Office Expenses			
5205 · Office Supplies	1,091.68	0.00	1,091.68
5206 · Postage	40.65	0.00	40.65
5210 · Photocopier Lease and Maintenanc	1,095.00	0.00	1,095.00
Total 5200 · Office Expenses	2,227.33	0.00	2,227.33
5220 · Professional Services			
5229 · Accountant	9,021.00	0.00	9,021.00
5232 · Payroll Services	163.69	0.00	163.69
Total 5220 · Professional Services	9,184.69	0.00	9,184.69
5270 · Insurance	4,000.00	0.00	4,000.00
5275 · Election	773.33	0.00	773.33
5280 · Advertising	69.10	0.00	69.10
5290 · Uniforms			
5291 · Paidmen Uniforms	343.94	0.00	343.94
5295 · Turnout Gear Upgrades	193.00	0.00	193.00
Total 5290 · Uniforms	536.94	0.00	536.94
5300 · Training & Education			
5302 · Training & Education-Volunteer	100.00	0.00	100.00
Total 5300 · Training & Education	100.00	0.00	100.00

Jackson Twsp Board of Fire Dist No. 3

Profit & Loss Budget vs. Actual

February 1 - 20, 2018

02/20/18

Accrual Basis

	Feb 1 - 20, 18	Budget	\$ Over Budget
5400 · Maintenance & Repair			
5402 · M&R Trucks			
5438 · M&R Unit 5541 Pierce Pumper	1,251.36	0.00	1,251.36
Total 5402 · M&R Trucks	1,251.36	0.00	1,251.36
5405 · M&R Computer	1,486.00	0.00	1,486.00
5410 · M&R Air Pack Maintenance	25.00	0.00	25.00
5425 · M&R Radio & Pager Maintenance	369.24	0.00	369.24
Total 5400 · Maintenance & Repair	3,131.60	0.00	3,131.60
5500 · Substation Maintenance			
5501 · M&R Substation- Exterminating	85.00	0.00	85.00
5510 · M&R Substation-Cleaning	200.00	0.00	200.00
Total 5500 · Substation Maintenance	285.00	0.00	285.00
5600 · Non-Bondables			
5636 · Fire Equipment	198.00	0.00	198.00
Total 5600 · Non-Bondables	198.00	0.00	198.00
5640 · Utilities			
5655 · Electric	1,891.16	0.00	1,891.16
5660 · Telephone	373.17	0.00	373.17
5673 · Gas	875.99	0.00	875.99
Total 5640 · Utilities	3,140.32	0.00	3,140.32
5700 · Fire Bureau Expenditures			
5741 · Membership Fees-Bureau	90.00	0.00	90.00
Total 5700 · Fire Bureau Expenditures	90.00	0.00	90.00
Total Expense	68,403.16	0.00	68,403.16
Net Ordinary Income	-64,314.31	0.00	-64,314.31
Net Income	-64,314.31	0.00	-64,314.31

**JACKSON TOWNSHIP
FIRE DISTRICT #3**

CHIEF'S REPORT

February 20, 2018

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

Training Recap

Schools

- PFF Mannikus is started FF1 at Monmouth.
- Chief Carson and Capt Moore Attending ERS Conference
- Capt Halpin and Ex Captain Siedler have completed and passed Fire Instructor Course
- Numerous members taking courses at the academies

Township Chiefs Meeting

Meeting held at Whitesville. Discussion was held with B9 Deale Carey in reference to the upcoming forest fire season. Discussion held on giving proper size up. New officers lists will be exchanged.

County Resource list filed along with officers and MARP for Station 55

Worked with County to have RIT team assigned automatically on report of Structure Fire. Finally works.

Officers Meeting (Chief Carson, AC Baader, Capt Halpin, Lt Keller, Lt Loiacano, SO Prioli)

Discussion held 2018 Officer Assignments.

Training Goals

Both day and night shift working together to accomplish training this year
Live burn scheduled for May 23 and June 5 at Monmouth
Hosting Pump Ops, Truck Ops and Rescue Ops
3-5 Guest Lectures in process of scheduling them
Southard Fire is hosting a Building Construction Lecture April 17 7pm All welcome

EMT ELECTIVES

2/15/18 CEVO 3 9AM 6 CEUS
3/15/18 POISONING 9AM 3 CEUS
5/17/18 EPIPEN/NARCAN 9AM 4 CEUS
6/14/18 FIRE SCENE REHAB 9AM 3 CEUS

EMT CORES

10/4/18 CORE A 8AM – 4PM
10/11/18 CORE B 8AM – 4PM
10/18/18 CORE C 8AM – 4PM

Complete Storage Pen including Shipping container and Trailer
Schedule 2 joint training with day, night and mutual aid

SOGs Committee Back(Comm Keegan, Chief Carson, Lt Moroney, Lt Keller, FF Somers and FF Seaman)

First meeting held and the mission statement was decided to tackle first and work up from there. Next meeting is 2/26 and forth Monday from there on out.

Truck Committee will be chaired by AC Baader and Lt Howles

Look at current replacement paln from Strategic Plan and make necessary changes

Equipment (Dufour)

Finalize changes made to 5503 and finish 5505

All pagers have been inventories into ERS by Lt Keller, Mult pagers sent out for repair

We have been contacted by the county in regards to 700mhz system. Meeting will be held March 1 to discuss moving forward and we have filed our survey with tem.

Fire/Complaints Requiring Investigations 92 Runs to Date since January

- 1/20/2018 Coverage assignment to Southard for a working fire
- 1/28/2018 Oven fire Bartley Road. 18307 notified.
- 2/2/2018 Appliance Fire Victoria Circle.
- 2/8/2018 Working Structure Fire Alyssa Rose Terrance. 5501 relocated to cover town while 3 other stations were committed. Request a letter be sent to the township in regards to naming streets similar.
- 2/12/2018 Working Structure Fire West 5th Street Howell Township. RIT team requested. Special note Off Duty Captain Moore was instrumental in assisting the homeowners out of the structure with his wife Danielle as he was across the street at his parents home. Details will follow. Well Done Capt and Mrs Moore.
- 2/14/2018 Double Fatal MVC on I195. CISD was held for anyone interested.
- 2/15/2018 Fire alarm at Jackson oral Surgeon caused by machine smoking. 18307 responded and will handle going forward.

Community Events

Completed the ISO survey sent out by the State of New Jersey.

North Cooks Bridge Road finally open.

Equipment

A few packs were fixed in house for minor repairs.

Flashlights repaired

5521 vent saw rope being repaired

5541 Edrolic Cutters blades are worn. Will have looked at when they are serviced.

5503 Rear floodlight bulb replaced.

Apparatus

5511 Primer not working and windshield fluid not coming out

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

5541 Issue with primer being addressed

5541 Door mechanism giving issues. Repaired in house.

5505 Fan cabinet warning mechanism was repaired in house.

5505 Driver Seat tear repaired in house

5500 Vehicle Serviced at Pine Belt No Charge for first service.

Safety

Issue with Family Practice as they will not give night or weekend appointments.

Hydrants

No report

Building

Main Station Septic has issue repaired



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


fmcconnell@jacksonfiredist3.org

www.jacksonfiredist3.org

RANK McDONNELL
FIRE OFFICIAL

FIRE OFFICIAL REPORT

February 2018

1. Fire Safety PSA press release for February "Clothes Dryer Fire Safety"
2. Please visit the web page www.jacksonfiredist3.org for updated information.
 -  Fire District page... www.facebook.com/jacksonfiredist3
 - Fire Bureau page... www.facebook.com/jacksonfiresafety
3. The amended ordinance for fire permit and LHU fees in the Fire Prevention Code Book was introduced Township Council on February 13th with public hearing approval is February 27, 2018.
4. NJ Division of Fire Safety annual audit submitted

ACTIVITY BY THE NUMBERS	TOTAL
Non Life Hazard Property Inspections	50
Non Life Hazard Property Re-Inspections	20
Life Hazard Property Inspections	3
Life Hazard Property Re-Inspections	4
Fire Permits Issued	8
Complaints/Follow-up	31
Other/ CO-CCO/Miscellaneous	10
Imminent Hazards Issued	0
Fire Drill	0
Penalties Issued	1
Fire Investigations/Notifications	0
Construction Plan Reviews	0
Smoke Detectors Giveaways	0
Fire Safety Presentations	0
INCOME (1st Qtr)	TOTAL
Local Registrations Fees Paid	\$5,852.50
LHU Registrations Fees Paid	\$0.00
Fire Permits Fees Paid	\$542.00
Construction Plan Fees Paid	\$0.00
Penalties 2.12 Paid	\$162.50
Dedicated Penalties 2.12A Paid	\$12.50
Miscellaneous / Grant/ Fire Reports	\$0.00
REVENUE RECEIVED	\$6,569.50
NON LIFE HAZARD INVOICES OUTSTANDING	\$4,027.50
LIFE HAZARD USE INVOICES OUTSTANDING	\$14,063.02
TOTAL PROJECTED REVENUE	\$24,660.02
BUDGET EXPENSE	\$785.95