

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 17th, 2020

1. Attendance
2. Volunteer Company Report
3. Secretary's report
4. Treasurer's Report
5. Attorney Report
6. Fire Official Report
7. Chief's Report
8. Supervisory Commissioner Report
Approved Requisitions:
 - 1: Amazon- rope pulley
 - 2: Henry Schein & AED Superstore- various EMS Supplies
9. Old Business
10. New Business
11. Executive Session
12. Open To Public
13. Adjournment

Jackson Board of Fire Commissioners Dist. #3
Executive Agenda
February 17th 2020

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

- 1: Meeting with Chief from First Aid
- 2: Enter resignation of Todd Larsen into records
- 3: Personnel matters

Jackson Township Fire District No. 3

Board of Fire Commissioners

Jackson Township, New Jersey

Minutes of Meeting Held

February 17th 2019

The regular meeting of the Board of Fire Commissioners, District #3, was called to order at 7:30pm by Commissioner Brito on February 17th, 2020.

PRESENT- Commissioners Brito, Keegan, Keller, Siedler and Attorney Joseph Youssouf were present.

ABSENT- None

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

VOLUNTEER COMPANY REPORT – See attached report

SECRETARIES REPORT-Commissioner Keegan made a motion to accept January 2020 minutes. 2nd by Commissioner Brito, Vote: All Aye.

TREASURER'S REPORT-Financial Reports were left on the conference table for the public.

ATTORNEY REPORT – Resolution to accept Commissioner Todd Larsen's resignation effective January 26th, 2020 made by Commissioner Keller; 2nd by Commissioner Brito. Vote: All Aye.

CHIEF REPORT- See attached report.

BUREAU REPORT- See attached report

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

Meeting closed to the public for Executive at 7:45 p.m. Executive session opened at 7:50 p.m. In attendance are Commissioner's Brito, Keegan, Keller, Siedler and Attorney Joseph Youssouf.

Executive Session closed at 8:50 p.m.

Regular meeting re-opened at 8:52 p.m.

OPEN TO THE PUBLIC- N/A

Motion to adjourn the meeting at approximately 8:55 pm by Commissioner Keller 2nd by
Commissioner Keegan Vote: All Aye.

Wynne Keegan, CLERK

Jackson Board of Fire Commissioners Dist. #3
Executive Minutes
February 17th 2020

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.

ADJOURNMENT: Commissioner Brito motioned to adjourn the Executive Session, 2nd by Commissioner Keller. Motion passed by unanimous consent. Executive Session was closed at 8:50 p.m.

Wayne Keller, Clerk

9:22 AM

02/14/20

Accrual Basis

Jackson Twsp Board of Fire Dist No. 3

Cash Balance Report

As of February 17, 2020

	Feb 17, 20	
	Debit	Credit
1101 · NJ State Cash Management	62,619.69	
1102 · Fulton Bank Fire Bureau 2206	134,805.06	
1107 · Shore Comm Bank Freedom Liq 764	53,936.46	
1108 · Fulton Bank Payroll 2205	102,910.78	
1109 · Fulton Bank General Fund 2204	145,415.14	
1111 · Fulton Bank MMKT 7655	480,430.18	
TOTAL	<u>980,117.31</u>	<u>0.00</u>

Jackson Twsp Board of Fire Dist No. 3

Profit & Loss Budget vs. Actual

January 1 through February 17, 2020

	Jan 1 - Feb 17, 20	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4400 · Bureau of Fire Safety			
4403 · Registration Fees-Dist 3	3,508.00	0.00	3,508.00
4503 · Fines District 3	420.50	0.00	420.50
4703 · Permit Fees Dist 3	1,424.00	0.00	1,424.00
Total 4400 · Bureau of Fire Safety	5,352.50	0.00	5,352.50
4800 · Miscellaneous Revenue	14,000.00	0.00	14,000.00
Total Income	19,352.50	0.00	19,352.50
Gross Profit	19,352.50	0.00	19,352.50
Expense			
5001 · Admin Salary and Wages			
5002 · Salaries - Admin Clerk	5,688.00	0.00	5,688.00
Total 5001 · Admin Salary and Wages	5,688.00	0.00	5,688.00
5050 · Operations Salary & Wages			
5053 · Salaries - FF Stacy	12,372.01	0.00	12,372.01
5055 · Salaries - Captain Moore	14,808.80	0.00	14,808.80
5056 · Salaries - LT Howles	13,732.80	0.00	13,732.80
5057 · Salaries - FF Hilger	11,716.80	0.00	11,716.80
5058 · Salaries - FF Grossman	12,324.00	0.00	12,324.00
5060 · Salaries - FF McLaughlin	11,912.08	0.00	11,912.08
5062 · Salaries - FF Perrotto	13,819.20	0.00	13,819.20
5064 · Salaries- FF Migliore	6,079.20	0.00	6,079.20
5065 · Salaries-FF Kourris	7,999.20	0.00	7,999.20
5069 · Salaries - FF Somers	9,595.20	0.00	9,595.20
5080 · Salaries- FF Suiter	6,079.20	0.00	6,079.20
5090 · Overtime Operations	6,068.75	0.00	6,068.75
5091 · Salaries - Working out of Class	986.94	0.00	986.94
Total 5050 · Operations Salary & Wages	127,494.18	0.00	127,494.18
5100 · Admin Fringe Benefits			
5092 · Retiree Health Benefits	12,741.88	0.00	12,741.88
5120 · Social Security-Admin	337.17	0.00	337.17
5121 · Medicare-admin	78.85	0.00	78.85
5141 · Unemployment-admin	39.81	0.00	39.81
5151 · Disability Insurance-admin	42.66	0.00	42.66
Total 5100 · Admin Fringe Benefits	13,240.37	0.00	13,240.37
5110 · Operations Fringe Benefits			
5101 · Medicare	1,728.06	0.00	1,728.06
5102 · Social Security	7,388.96	0.00	7,388.96
5140 · Unemployment	892.43	0.00	892.43
5150 · Disability Insurance	956.24	0.00	956.24
5176 · Health Insurance	43,447.49	0.00	43,447.49
Total 5110 · Operations Fringe Benefits	54,413.18	0.00	54,413.18
5200 · Office Expenses			
5206 · Postage	120.82	0.00	120.82
5210 · Photocopier Lease and Maintenan	542.22	0.00	542.22
5200 · Office Expenses - Other	37.35	0.00	37.35
Total 5200 · Office Expenses	700.39	0.00	700.39
5220 · Professional Services			
5229 · Accountant	2,870.00	0.00	2,870.00
5230 · Attorney Fees	26,067.35	0.00	26,067.35
5232 · Payroll Services	355.38	0.00	355.38
5233 · Medical Physicals	280.00	0.00	280.00
5220 · Professional Services - Other	359.41	0.00	359.41
Total 5220 · Professional Services	29,932.14	0.00	29,932.14
5250 · JTVFC#1 Fire Suppression	34,340.12	0.00	34,340.12
5275 · Election	540.00	0.00	540.00
5290 · Uniforms			
5291 · Paidmen Uniforms	215.86	0.00	215.86
5293 · Volunteer Work Uniforms	4,452.26	0.00	4,452.26
5296 · Turnout Gear, Bailout Kit & Har	1,675.00	0.00	1,675.00
Total 5290 · Uniforms	6,343.12	0.00	6,343.12

Jackson Twsp Board of Fire Dist No. 3

Profit & Loss Budget vs. Actual

January 1 through February 17, 2020

	Jan 1 - Feb 17, 20	Budget	\$ Over Budget
5300 · Training & Education			
5301 · Training & Education-Career	300.00	0.00	300.00
Total 5300 · Training & Education	300.00	0.00	300.00
5306 · Membership dues lic subs	1,062.50	0.00	1,062.50
5400 · Maintenance & Repair			
5402 · M&R Trucks			
5427 · M&R Unit 5501 Pierce Pumper	1,367.34	0.00	1,367.34
5430 · M&R 5505 Pierce Ladder	7,500.24	0.00	7,500.24
5432 · M&R Unit 5511 HME Pumper	717.13	0.00	717.13
5434 · M&R Unit 5519 Ford Brush	23.98	0.00	23.98
5438 · M&R Unit 5541 Pierce Pumper	838.35	0.00	838.35
5402 · M&R Trucks - Other	88.11	0.00	88.11
Total 5402 · M&R Trucks	10,535.15	0.00	10,535.15
5405 · M&R Computer	2,816.00	0.00	2,816.00
5410 · M&R Air Pack Maintenance	62.60	0.00	62.60
5460 · M&R Extinguisher Maintenance	835.50	0.00	835.50
5490 · M&R Misc	110.00	0.00	110.00
5400 · Maintenance & Repair - Other	19.13	0.00	19.13
Total 5400 · Maintenance & Repair	14,378.38	0.00	14,378.38
5500 · Substation Maintenance			
5501 · M&R Substation- Exterminating	170.00	0.00	170.00
5510 · M&R Substation-Cleaning	400.00	0.00	400.00
5515 · M&R Substation-Door	1,370.00	0.00	1,370.00
5520 · M&R Substation - Misc	3,050.00	0.00	3,050.00
5525 · M&R Substation - Heating/Air	570.00	0.00	570.00
Total 5500 · Substation Maintenance	5,560.00	0.00	5,560.00
5600 · Non-Bondables			
5635 · Pass Devices	140.03	0.00	140.03
Total 5600 · Non-Bondables	140.03	0.00	140.03
5640 · Utilities			
5655 · Electric	1,657.81	0.00	1,657.81
5660 · Telephone	625.27	0.00	625.27
5665 · Volunteer Mobile Phones	15.00	0.00	15.00
5670 · Water	84.37	0.00	84.37
5673 · Gas	1,907.53	0.00	1,907.53
5675 · Garbage	242.81	0.00	242.81
Total 5640 · Utilities	4,532.79	0.00	4,532.79
5644 · Supplies Expenses			
5645 · EMS Supplies	370.44	0.00	370.44
5644 · Supplies Expenses - Other	105.64	0.00	105.64
Total 5644 · Supplies Expenses	476.08	0.00	476.08
5690 · Fuel - Trucks	2,360.05	0.00	2,360.05
5700 · Fire Bureau Expenditures			
5742 · Mobile Phone-Bureau	54.51	0.00	54.51
5749 · Vehicle Equipment-Bureau	126.40	0.00	126.40
Total 5700 · Fire Bureau Expenditures	180.91	0.00	180.91
5725 · LOSAP	19,800.00	0.00	19,800.00
Total Expense	321,482.24	0.00	321,482.24
Net Ordinary Income	-302,129.74	0.00	-302,129.74
Net Income	-302,129.74	0.00	-302,129.74

Jackson Twsp Board of Fire Dist No. 3

Treasurer's Report

As of February 17th, 2020

Type	Date	Num	Name	Amount
Feb 1 - 17, 20				
Bill Pmt -Check	02/04/2020	EFT	AED Superstore	-105.64
Bill Pmt -Check	02/12/2020	EFT	NJSHBP	-6,370.94
Bill Pmt -Check	02/12/2020	EFT	NJSHBP	-26,170.88
Bill Pmt -Check	02/17/2020	5331	Battery Warehouse ...	-140.03
Bill Pmt -Check	02/17/2020	5332	Cablevision	-312.09
Bill Pmt -Check	02/17/2020	5333	Colleen Theobald	-200.00
Bill Pmt -Check	02/17/2020	5334	Community Safety C...	-300.00
Bill Pmt -Check	02/17/2020	5335	Defender Emergenc...	-638.13
Bill Pmt -Check	02/17/2020	5336	Firecom	-120.00
Bill Pmt -Check	02/17/2020	5337	Henry Schein EMS/...	-42.15
Bill Pmt -Check	02/17/2020	5338	Holmes Heating, Air ...	-570.00
Bill Pmt -Check	02/17/2020	5339	JCP & L	-810.80
Bill Pmt -Check	02/17/2020	5340	Leaf Capitol Funding...	-271.11
Bill Pmt -Check	02/17/2020	5341	Lincoln Financial Se...	-19,800.00
Bill Pmt -Check	02/17/2020	5342	Michael Bruscianelli	-140.00
Bill Pmt -Check	02/17/2020	5343	Miles Technologies	-1,408.00
Bill Pmt -Check	02/17/2020	5344	Nancy Meyers	-180.00
Bill Pmt -Check	02/17/2020	5345	New Jersey Fire Eq...	-62.60
Bill Pmt -Check	02/17/2020	5346	NJ Natural Gas Co.	-867.68
Bill Pmt -Check	02/17/2020	5347	ozane	-85.00
Bill Pmt -Check	02/17/2020	5348	Plosia Cohen LLC	-3,536.00
Bill Pmt -Check	02/17/2020	5349	Prioli, Nicholas A.	-180.00
Bill Pmt -Check	02/17/2020	5350	Republic Services Inc.	-242.81
Bill Pmt -Check	02/17/2020	5351	Santander	-110.00
Bill Pmt -Check	02/17/2020	5352	UPS	-16.36
Bill Pmt -Check	02/17/2020	5353	USAbLe Life	-315.36
Bill Pmt -Check	02/17/2020	5354	Velting Overhead D...	-685.00
Bill Pmt -Check	02/17/2020	5355	Verizon (hot spots)	-15.00
Bill Pmt -Check	02/17/2020	5356	Vision Service Plan	-395.37
Bill Pmt -Check	02/17/2020	5357	Watchung	-71.39
Bill Pmt -Check	02/17/2020	5358	Witmer Public Safet...	-4,452.26
Bill Pmt -Check	02/17/2020	5359	Youssouf, Joseph D....	-21,491.35
Bill Pmt -Check	02/17/2020	5360	Colleen Theobald	-180.00
Bill Pmt -Check	02/17/2020	5361	Henry Schein EMS/...	-11.20
Bill Pmt -Check	02/17/2020	5362	Colleen Theobald	-200.00
Bill Pmt -Check	02/17/2020	5363	Henry Schein EMS/...	-33.85
Bill Pmt -Check	02/17/2020	5364	Henry Schein EMS/...	-128.25
Bill Pmt -Check	02/17/2020	5365	Pine Belt Chevrolet	-88.11
Feb 1 - 17, 20				-90,747.36

**JACKSON TOWNSHIP
FIRE DISTRICT #3**

CHIEF'S REPORT

February 17, 2020

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

Training Recap

Training

- Bail Out Training we have 9 more to go to complete the first 30 members
- EMT Class announced for CEU's 2020
- Capt Moore will do a Developmental Disabilities 3/4/2020
- CEVO and EVOC being planned
- Don Collaruso wants to partner with us to do another day seminar 5/3/2020
- Water shuttle drill coming soon
- Looking at using a Departmental Training Calendar online Google Set up

Meetings

Officers Meeting. (Chief Carson, Capt Halpin, Lt Perrotto, , Lt Keller, Lt Graham, Eng McGuire, SO Hussey, and SO Prioli)

Bailout training needed and refresher. Will need train the trainer.

Training discussion held on above topics

3/31/2020 is the deadline for mandatories to be completed for all members.

Fit Testing Complete for Day Shift and being planned for nightshift.

Apparatus discussion held 5505 Q Siren is OOS, Drivers Side Rear cabinet slide out is bent, and the outriggers need to be painted. 5505 still having coolant issues and the turbo is having issue replaced

Apparatus Meeting held February 11 at 7:00pm receiving back drawings from all vendors.

Buildings in District Discussion held on Propect Pointe Apartments about electrical panels becoming Out of Date and having issues. Windsor Crescent apartments having issues where smoke detectors are not being replaced by maintenance. 18307 is resolving. Woodmere apartments Spoof call discussed. All members reminded is a spoof call comes in please have Ocean County Dispatch document it.

Discussion held on scanning while on another bank limits you to the channel you are on frequency range.

Discussion held on Jackson EMS taking over. They will be using EMS Zone 4 as their talk channel and be dispatched through county. They are completely on board with our EMS protocols as is including cancelling EMS is not needed and getting an RMA.

Albuterol training complete and on board.

PCR training from Moore and Perrotto for volunteer members whom are EMT's.

Equipment discussion held for 2020 needs

5 New and 5 replacement sets of gear ordered

Gas meters received from MSA Training to come

Forcible Entry Door Prop Quote awaiting delivery

Discussion on getting sniffers for 5541 and 5501. Lt Howles will research

Zone 4 Chiefs Meeting

Meeting set for training drill on February 20, 2020 at Main Station with all mutual companies

Water Shuttle Drill for our area

Car 14 came on Saturday to view the area and start the preliminary discussions. Next meeting will be January 27 at 7pm with any 55 officers available.

Fire/Complaints/Investigations 88 Runs to Date since January 1

- 12/17/19 RIT Team requested to Lakewood Structure Fire Hackett Street
- 12/21/19 Oven Fire Metedeconk Trail. Fire held to oven.
- 12/23/19 RIT Team to Jackson Mills for a deck fire on Bennetts Mills Road
- 12/28/19 Windsor Crescent Smoke Alarm missing and malfunctioning. 18307 responded
- 1/1/2020 Windsor Crescent CO Alarm with missing smoke detectors. 18307 notified
- 1/5/2020 Spoof call at Woodmere Apartments for a person trapped under building
- 1/20/2020 CO Responses for a Gas powered saw sending CO throughout the building on West Countyline 18307 to follow up with building department.

Community Events

Jackson 4th of July with Fire Works on 7/11/2020

Jackson Day will be September 12, 2020

Reading Arts Day Rosenauer School January 24. Lt Keller will head

Equipment

A few packs were fixed in house for minor repairs.

Flashlights repaired

Apparatus

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

5519 Battery Switch needs wiring repair issue.

5505 Radiator repaired. Still have coolant issue.

5521 Windshield wiper fluid hose broke.

5503 is sold and gone. The truck did the district well.

5501 Windshield Motor has not been fixed yet but planned.

5511 Battery charger to be fixed.

Safety

Buscio center to open in Lakewood on 70 in June.

Looking into Hep B Vaccines

Hydrants

— **beam and Manhattan Street out of service.**
Hydrant hit and missing on Bethel Church by Valley Rd

Building

Remaining door openers at Substation to be replaced.

Need card reader training for main station access .



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

February 13, 2020

There will be Food Trucks and Fireworks on Saturday July 11th, rescheduled from July 4th. The event times and details to follow.

Jackson Day is still scheduled for Saturday September 12th, with fireworks at the end of the night. Rain date will be Sunday September 13th.

Fire Prevention for the schools in April has been scheduled.

Respectfully submitted,

Michael Grossman

