

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 April 19th, 2021

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:
A: Advanced Auto-BWD electrical relay
B: 911 Safety Equipment-Turnout Gear repair
C: Amazon- cleaning supplies, batteries, USB charger
9. Old Business
10. New Business
11. Executive Session
12. Open To Public
13. Adjournment

Jackson Board of Fire Commissioners Dist. #3
Executive Agenda
April 19th, 2021

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

1. Personnel issues

Jackson Township Fire District No. 3

Board of Fire Commissioners

Jackson Township, New Jersey

Minutes of Meeting Held

April 19th, 2021

The regular meeting of the Board of Fire Commissioners, District #3, was called to order at 7:30pm by Commissioner Brito on April 19th, 2021

PRESENT- Commissioners Siedler, Brito, Keller, Loiacono and Keegan were present.

ABSENT- N/A

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

VOLUNTEER COMPANY REPORT – Two Losap applications were handed in to Clerk Hode. Clerk Hode will sign off on them and send the applications to Losap. Motion to accept new member John Mania made by Commissioner Keegan, 2nd by Commissioner Loiacono. Vote: All Aye. Motion to accept Volunteer Company Report made by Commissioner Keller, 2nd by Commissioner Keegan.

SECRETARIES REPORT-Commissioner Keegan made a motion to accept March 2021 minutes. 2nd by Commissioner Brito, Vote: All Aye.

TREASURER'S REPORT-Financial Reports were read by Commissioner Loiacono.

ATTORNEY REPORT – Urged voters to come out to support the Fire District Election. The Re-org meeting is on May 17th at the next regular scheduled Board meeting.

CHIEF REPORT- See attached report.

BUREAU REPORT- See attached report.

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

OLD BUSINESS- N/A

NEW BUSINESS- N/A

OPEN TO THE PUBLIC- We would like to thank Commissioner Brito and Commissioner Loiacono for their service as Commissioners to the Jackson Fire Department.

EXECUTIVE SESSION- Motion to close for executive session made by Commissioner Brito 2nd by Commissioner Keller. Public session closed at 7:44 p.m.

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

Wage Keen, CLERK

Jackson Board of Fire Commissioners Dist. #3
Executive Minutes
April 19th, 2021

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.

Commissioner: Wayne Kean

9:00 AM

04/19/21

Accrual Basis

Jackson Twsp Board of Fire Dist No. 3

Cash Balance Report

As of April 19, 2021

	Apr 19, 21	
	Debit	Credit
1101 · NJ State Cash Management	62,964.75	
1102 · Fulton Bank Fire Bureau 2206	196,258.81	
1107 · Shore Comm Bank Freedom Liq 764	53,949.98	
1108 · Fulton Bank Payroll 2205	10,076.92	
1109 · Fulton Bank General Fund 2204	10,310.07	
1111 · Fulton Bank MMKT 7655	46,538.72	
TOTAL	380,099.25	0.00

9:05 AM

Jackson Twsp Board of Fire Dist No. 3

Treasurer's Report

As of April 19th, 2021

04/19/21

Accrual Basis

Type	Date	Num	Name	Amount
Apr 1 - 19, 21				
Bill Pmt -Check	04/06/2021	EFT	Dollar General	-32.95
Bill Pmt -Check	04/07/2021	EFT	NJSHBP	-7,080.38
Bill Pmt -Check	04/07/2021	EFT	NJSHBP	-26,625.52
Bill Pmt -Check	04/18/2021	EFT	Wright Express	-2,392.70
Bill Pmt -Check	04/19/2021	5856	Advance Auto P...	-12.99
Bill Pmt -Check	04/19/2021	5857	Benchmark Insur...	-6,030.00
Bill Pmt -Check	04/19/2021	5858	Cablevision	-315.46
Bill Pmt -Check	04/19/2021	5859	Carson, Danielle	-160.00
Bill Pmt -Check	04/19/2021	5860	Central Jersey S...	-350.00
Bill Pmt -Check	04/19/2021	5861	Colleen Theobald	-160.00
Bill Pmt -Check	04/19/2021	5862	Detection Canin...	-70.28
Bill Pmt -Check	04/19/2021	5863	Elite Vehicle Sol...	-9,998.39
Bill Pmt -Check	04/19/2021	5864	Fire and Safety	-1,665.83
Bill Pmt -Check	04/19/2021	5865	Galls	-117.85
Bill Pmt -Check	04/19/2021	5866	Halpin, Carl	-78.89
Bill Pmt -Check	04/19/2021	5867	Howles, James W.	-91.00
Bill Pmt -Check	04/19/2021	5868	JCP & L	-825.07
Bill Pmt -Check	04/19/2021	5869	JTVFC#1	-35,370.32
Bill Pmt -Check	04/19/2021	5870	Leaf Capitol Fun...	-271.11
Bill Pmt -Check	04/19/2021	5871	Miles Technologi...	-206.50
Bill Pmt -Check	04/19/2021	5872	Moore, Edward	-52.78
Bill Pmt -Check	04/19/2021	5873	National Center f...	-25.00
Bill Pmt -Check	04/19/2021	5874	New Jersey Fire ...	-4,320.00
Bill Pmt -Check	04/19/2021	5875	NJ Natural Gas ...	-591.94
Bill Pmt -Check	04/19/2021	5876	ozane	-190.00
Bill Pmt -Check	04/19/2021	5877	Plosia Cohen LLC	-1,248.00
Bill Pmt -Check	04/19/2021	5878	Prioli, Nicholas A.	-180.00
Bill Pmt -Check	04/19/2021	5879	ReadyRefresh	-62.93
Bill Pmt -Check	04/19/2021	5880	Republic Service...	-641.56
Bill Pmt -Check	04/19/2021	5881	Santander	-110.00
Bill Pmt -Check	04/19/2021	5882	USAble Life	-18.54
Bill Pmt -Check	04/19/2021	5883	Verizon (hot spots)	-140.12
Bill Pmt -Check	04/19/2021	5884	Vision Service Pl...	-395.37
Bill Pmt -Check	04/19/2021	5885	Wireless Comm...	-539.00
Bill Pmt -Check	04/19/2021	5886	Colleen Theobald	-300.00
Bill Pmt -Check	04/19/2021	5887	Fire and Safety	-184.09
Bill Pmt -Check	04/19/2021	5888	Galls	-662.69
Bill Pmt -Check	04/19/2021	5889	Miles Technologi...	-1,447.00
Bill Pmt -Check	04/19/2021	5890	ozane	-85.00
Bill Pmt -Check	04/19/2021	5891	Galls	-121.32
Apr 1 - 19, 21				-103,170.58

9:00 AM

04/19/21

Accrual Basis

Jackson Twsp Board of Fire Dist No. 3

Profit & Loss Budget vs. Actual

January 1 through April 19, 2021

	Jan 1 - Apr 19, 21	Budget
Ordinary Income/Expense		
Income		
4400 · Bureau of Fire Safety		
4402 · Registration Fees-Dist 2	1,070.00	0.00
4403 · Registration Fees-Dist 3	9,697.95	0.00
4503 · Fines District 3	830.00	0.00
4703 · Permit Fees Dist 3	1,272.00	0.00
4713 · Life Hazard Fees District 3	4,635.15	0.00
4723 · Bureau Site Plan Review Dist 3	70.00	0.00
4733 · Fire Reports District 3	20.00	0.00
Total 4400 · Bureau of Fire Safety	17,595.10	0.00
4600 · General Interest Income	49.99	0.00
4800 · Miscellaneous Revenue	12,900.49	0.00
4900 · Grants	22,643.79	0.00
9180 · Accident and Disability	-51,674.11	0.00
Total Income	1,515.26	0.00
Gross Profit	1,515.26	0.00
Expense		
5001 · Admin Salary and Wages		
5002 · Salaries - Admin Clerk	13,486.14	0.00
Total 5001 · Admin Salary and Wages	13,486.14	0.00
5050 · Operations Salary & Wages		
5053 · Salaries - FF Stacy	29,352.97	0.00
5055 · Salaries - Captain Moore	33,676.15	0.00
5056 · Salaries - LT Howles	32,330.72	0.00
5057 · Salaries - FF Hilger	27,627.67	0.00
5058 · Salaries - FF Grossman	28,984.04	0.00
5060 · Salaries - FF McLaughlin	27,627.68	0.00
5062 · Salaries - FF Perrotto	32,532.32	0.00
5064 · Salaries- FF Migliore	15,626.72	0.00
5065 · Salaries-FF Kourris	20,504.15	0.00
5069 · Salaries - FF Somers	24,345.29	0.00
5080 · Salaries- FF Suiter	15,626.72	0.00
5090 · Overtime Operations	25,195.00	0.00
5091 · Salaries - Working out of Class	2,307.42	0.00
Total 5050 · Operations Salary & Wages	315,736.85	0.00
5100 · Admin Fringe Benefits		
5092 · Retiree Health Benefits	28,321.52	0.00
5120 · Social Security-Admin	801.79	0.00
5121 · Medicare-admin	187.50	0.00
5141 · Unemployment-admin	81.57	0.00
5151 · Disability Insurance-admin	-168.04	0.00
5161 · Pension-admin	7,361.00	0.00
Total 5100 · Admin Fringe Benefits	36,585.34	0.00
5110 · Operations Fringe Benefits		
5101 · Medicare	4,289.41	0.00
5102 · Social Security	18,340.85	0.00
5140 · Unemployment	1,809.30	0.00
5150 · Disability Insurance	-10,013.74	0.00
5160 · Pension	318,155.00	0.00
5170 · Workers Compensation-Career	13,796.18	0.00
5176 · Health Insurance	59,423.21	0.00
Total 5110 · Operations Fringe Benefits	405,800.21	0.00

9:00 AM

04/19/21

Accrual Basis

Jackson Twsp Board of Fire Dist No. 3

Profit & Loss Budget vs. Actual

January 1 through April 19, 2021

	Jan 1 - Apr 19, 21	Budget
5200 · Office Expenses		
5205 · Office Supplies	293.09	0.00
5206 · Postage	110.00	0.00
5210 · Photocopier Lease and Maintenan	1,084.44	0.00
Total 5200 · Office Expenses	1,487.53	0.00
5201 · Fire Hydrant Rentals	21,280.00	0.00
5220 · Professional Services		
5229 · Accountant	1,631.50	0.00
5230 · Attorney Fees	18,773.00	0.00
5232 · Payroll Services	3,300.53	0.00
5233 · Medical Physicals	418.10	0.00
5235 · Grant Writer	1,700.00	0.00
Total 5220 · Professional Services	25,823.13	0.00
5250 · JTVFC#1 Fire Suppression	70,740.64	0.00
5275 · Election	500.00	0.00
5280 · Advertising	48.50	0.00
5285 · Background Checks	50.00	0.00
5286 · Miscellaneous	-4,160.00	0.00
5290 · Uniforms		
5291 · Paidmen Uniforms	2,856.47	0.00
Total 5290 · Uniforms	2,856.47	0.00
5300 · Training & Education		
5302 · Training & Education-Volunteer	851.89	0.00
Total 5300 · Training & Education	851.89	0.00
5306 · Membership dues lic subs	15.98	0.00
5400 · Maintenance & Repair		
5401 · M&R Cascade Maint	1,432.00	0.00
5402 · M&R Trucks		
5426 · M&R Unit 5500 Ford Expedition	268.31	0.00
5427 · M&R Unit 5501 Pierce Pumper	1,006.79	0.00
5428 · M&R Unit 2019 Chevy Tahoe	4,783.76	0.00
5430 · M&R 5505 Pierce Ladder	6,546.47	0.00
5436 · M&R Unit 5524 Ford Excursion	184.93	0.00
5438 · M&R Unit 5541 Pierce Pumper	1,665.83	0.00
5402 · M&R Trucks - Other	5,537.87	0.00
Total 5402 · M&R Trucks	19,993.96	0.00
5405 · M&R Computer	7,556.82	0.00
5460 · M&R Extinguisher Maintenance	632.75	0.00
5490 · M&R Misc	947.78	0.00
5400 · Maintenance & Repair - Other	12.99	0.00
Total 5400 · Maintenance & Repair	30,576.30	0.00
5500 · Substation Maintenance		
5501 · M&R Substation- Exterminating	1,930.00	0.00
5510 · M&R Substation-Cleaning	4,256.80	0.00
5515 · M&R Substation-Door	355.00	0.00
5520 · M&R Substation - Misc	2,420.64	0.00
5525 · M&R Substation - Heating/Air	1,440.00	0.00
5540 · M&R Substation-Grounds Maint	44.95	0.00
Total 5500 · Substation Maintenance	10,447.39	0.00
5600 · Non-Bondables		
5620 · Asset Purchase-Technology	350.00	0.00
5636 · Fire Equipment	6,610.10	0.00
Total 5600 · Non-Bondables	6,960.10	0.00

9:00 AM

04/19/21

Accrual Basis

Jackson Twsp Board of Fire Dist No. 3
Profit & Loss Budget vs. Actual
January 1 through April 19, 2021

	Jan 1 - Apr 19, 21	Budget	
5640 · Utilities			
5655 · Electric	3,108.70	0.00	
5660 · Telephone	1,260.49	0.00	
5665 · Volunteer Mobile Phones	140.12	0.00	
5670 · Water	170.81	0.00	
5673 · Gas	3,563.89	0.00	
5675 · Garbage	1,528.37	0.00	
5685 · Water/Sewer	226.50	0.00	
Total 5640 · Utilities	9,998.88		0.00
5644 · Supplies Expenses			
5645 · EMS Supplies	4,028.84	0.00	
Total 5644 · Supplies Expenses	4,028.84		0.00
5690 · Fuel - Trucks	7,077.14		0.00
5700 · Fire Bureau Expenditures			
5741 · Membership Fees-Bureau	111.00	0.00	
5742 · Mobile Phone-Bureau	450.21	0.00	
5749 · Vehicle Equipment-Bureau	908.32	0.00	
Total 5700 · Fire Bureau Expenditures	1,469.53		0.00
5725 · LOSAP	35,200.00		0.00
Total Expense	996,860.86		0.00
Net Ordinary Income	-995,345.60		0.00
Net Income	-995,345.60		0.00

9:00 AM

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5120 · Social Security-Admin	801.79
5121 · Medicare-admin	187.50
5141 · Unemployment-admin	81.57
5151 · Disability Insurance-admin	-168.04
5161 · Pension-admin	7,361.00
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5110 · Operations Fringe Benefits	
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04/19/21

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Jackson Twsp Board of Fire Dist No. 3

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January 1 through April 19, 2021

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5675 · Garbage	1,528.37
5685 · Water/Sewer	226.50
Total 5640 · Utilities	<u>9,998.88</u>
5644 · Supplies Expenses	
5645 · EMS Supplies	4,028.84
Total 5644 · Supplies Expenses	<u>4,028.84</u>
5690 · Fuel - Trucks	7,077.14
5700 · Fire Bureau Expenditures	
5741 · Membership Fees-Bureau	111.00
5742 · Mobile Phone-Bureau	450.21
5749 · Vehicle Equipment-Bureau	908.32
Total 5700 · Fire Bureau Expenditures	<u>1,469.53</u>
5725 · LOSAP	<u>35,200.00</u>
Total Expense	<u>996,860.86</u>
Net Ordinary Income	<u>-995,345.60</u>
Net Income	<u><u>-995,345.60</u></u>



Jackson Bureau of Fire Safety District 3
200 Kierych Memorial Drive
Jackson, NJ 08527
Phone- 732-928-1666 ext. 14 Fax- 732-928-6500
Email- Mgrossman@jacksonfiredist3.org



April 15, 2021

The Bureau has done four Fire Investigations since last month's meeting:

3/14/2021- Structure Fire (Residential)

3/18/2021- Other (Residential)

4/1/2021- Structure Fire (Residential)

4/9/2021- Structure Fire (Residential)

Issued permit and took part in the burning of the bread at the main station on 3/26/2021.

Jackson will be hosting Food Truck and Fireworks in Johnson Park on Saturday July 10, 2021.

Jackson Day is being looked into.

School access cards are in all apparatus.

Continuing to review and finalize site plans.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael Grossman", with a long horizontal flourish extending to the right.

Michael Grossman
Fire Official

**JACKSON TOWNSHIP
FIRE DISTRICT #3**

CHIEF'S REPORT

April 19, 2021

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

Training Recap

Training

- Members taking course TRFA
- EMT CEU courses are started for the year
- Sunday morning training going on with all new members
- I-400 class 1st Mon and Tuesday, 2ND Mon, and Tuesday of May (through D.F.S) at substation
- Officer training requirement- Hazmat On Scene Incident Commander. All Officers need it and discussion about scheduling it as a in house class soon.

Meetings

Officers Meeting. Chief Carson, Asst Chief Baader, Capt Moore, Lt Howles, Lt. Keller, Lt Frank, and SO Prioli

COVID-19

Updated policy –Current policy discussed following CDC Guidelines

Sanitizing and following procedures.

Grant covering supplies

Police Dept. still supplying us with Diamond disinfectant

P.D. gets it from the Sheriff's department. We may decide to get it from the Sheriff's department directly.

Budget

Budget vote will be April 20, 2021

Radio Project

55, 56 and 57 ready for the changeover to new Channels. 54 is not ready due to programming limitations. The programs is being sent to them but may take 6 to 8 weeks. 54 thought we were still going to use Fire ground channels (A, B, C etc.)

District 4 Commissioners will get 9 more radios. Maybe JPD which has spare radios can lend them 10 radios until they can get the 9 radios ordered and delivered. 54 is keeping Career and Officer Portables in the building for now so they are accessible to responding F.F.

Equipment

Going to order hose for 5521 this year.

SCBA Grant applied for again

Hose, Pump, and Ladder testing coming up.

Going to schedule NJFE to give a pack class on how to service and check the packs.

Lt. Howles crew testing new clip to hold mask.

Discussion to declare old packs surplus and sell them off.

Fire/Complaints/Investigations 389 Runs to Date since January 1

- 3/17/2021 RIT Team requested into Lakewood Structure Fire Madison Avenue
- 3/18/2021 Working Vehicle Fire Cedarswamp Road. Jackson Mills area
- 3/21/2021 Brush Fire Caused by improper use of gasoline Albany Ave 18307 notified
- 3/21/2021 RIT Team requested into Lakewood Structure. Cancelled enroute

- 3/23/2021 Rescue Assignment Prospect Pointe apartments for hand stuck
- 3/26/2021 Structure Fire Mallard Ct. Jackson Mills.
- 3/27/2021 RIT Team requested into Lakewood Structure Fire Chambers Bridge
- 3/28/2021 Appliance Fire Rutherford Ct. Jackson Mills
- 3/30/2021 Overturn with entrapment. Jackson Mills Rd and Chandler
- 4/1/2021 RIT Team requested into Freehold Structure Fire Siloam Rd.
- 4/1/2021 Fatal Structure Fire Lehigh Blvd. 18307 responded
- 4/2/2021 Overturn with entrapment North New Prospect Road
- 4/3/2021 Working Brush Fire Nature Blvd
- 4/9/2021 Working Shed Fire Drew Ct. 18307 responded
- 4/13/2021 RIT Team requested into Lakewood Structure Fire Serenity Way.
- 4/14/2021 Working Brush Fire Begonia Ct.
- 4/15/2021 MVA Entrapment I195.

Community Events

Fireworks and food trucks coming in July
 Burning of bread at main station successful

Equipment

A few packs were fixed in house for minor repairs.

Apparatus

5505- Lighting issue Officers side step light

5541- Light by back wheel Officer's side of the apparatus.

Radio in 01 fixed

New Utility truck will be back soon.

Registration paperwork for the license plates discussed. Need Commissioner Signature on paperwork. Old 14 will be parked either at main station or sub with plow attached.

Will no longer be used for any calls.

Trailer- Need to be serviced. Contact Hecht. Needs to be emptied first. J.Howles will look into it.

Discussion of using the Trailer and Rescue for 55 Firefighters to join the Ocean County RUST team.

5519- Fin Antenna missing. Needs to be replaced. Battery switch issue, full rewiring and lighting discussed. Elite could be a vendor option. Will get a quote.

Hydrants

Awaiting meeting with MUA and BOFC

Building

Remaining door openers at Substation to be replaced.