

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 July 20th, 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:
A: PineBelt Chevy: 2019 Tahoe service & keyless entry check
B: Fire Store, Amazon, Henry Schein: EMS supplies
C: Amazon: Substation Cleaning Supplies
D: Office Depot: Office Supplies
E: Pine Belt : 5500 Battery
9. Old Business
10. New Business
11. Executive Session
12. Open To Public
13. Adjournment

Jackson Township Fire District No. 3

Board of Fire Commissioners

Jackson Township, New Jersey

Minutes of Meeting Held

July 20th 2020

The regular meeting of the Board of Fire Commissioners, District #3, was called to order at 7:30pm by Commissioner Siedler on July 20th, 2020.

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

ABSENT- Commissioner Keegan

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 Brito made a motion to accept June 2020 minutes. 2nd by Commissioner Keller, Vote: All Ayes.

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

ATTORNEY REPORT – Board Attorney Joseph Youssouf explained that as of now per Trenton, all elections are to be postponed until November 3rd 2020 due to the Corona Virus. Special vote for the purchase of a Triple Combination Class A Pumper will now be held on Saturday December 12th, 2020. The Bond will be for no more than \$750,000.00. Attorney Joseph Youssouf did a resolution to authorize the preparation of the Bond Referendum. Motion to approve Bond Referendum made by Commissioner Keller; 2nd by Commissioner Brito. Attorney Joseph Youssouf will forward all paperwork for the Bond to District Clerk, Dawn Hode.

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 Brito, Vote: All Ayes.

OLD BUSINESS- District Clerk Dawn Hode gave the Board an update regarding the Miles Server Integration and the status of the quotes for the gym, conference room and bathroom doors. The SOG Committee has no update as of now due to the Corona Virus. The Board will check on the status of the SOG Committee with Commissioner Keegan at the next Board meeting.

NEW BUSINESS- N/A

OPEN TO THE PUBLIC- Unit 5513 had a minor accident. The Department will obtain the police report.

EXECUTIVE SESSION- Motion to close for executive session made by Commissioner Brito; 2nd by Commissioner Keller. Public session closed at 7:55 p.m.

Motion to adjourn the meeting at approximately 7:56 pm by Commissioner Brito 2nd by Commissioner Keller Vote: All Aye.

Walter Kelly, CLERK

Jackson Twsp Board of Fire Dist No. 3 Profit & Loss Budget vs. Actual

January 1 through July 20, 2020

	Jan 1 - Jul 20, 20	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4100 · Taxation from Township	1,409,990.75	0.00	1,409,990.75
4400 · Bureau of Fire Safety			
4403 · Registration Fees-Dist 3	18,751.30	0.00	18,751.30
4503 · Fines District 3	420.50	0.00	420.50
4703 · Permit Fees Dist 3	1,939.00	0.00	1,939.00
4713 · Life Hazard Fees District 3	7,304.38	0.00	7,304.38
4733 · Fire Reports District 3	20.00	0.00	20.00
Total 4400 · Bureau of Fire Safety	28,435.18	0.00	28,435.18
4600 · General Interest Income	7,268.37	0.00	7,268.37
4800 · Miscellaneous Revenue	16,637.37	0.00	16,637.37
Total Income	1,462,331.67	0.00	1,462,331.67
Gross Profit	1,462,331.67	0.00	1,462,331.67
Expense			
5001 · Admin Salary and Wages			
5002 · Salaries - Admin Clerk	26,544.01	0.00	26,544.01
5225 · Commissioner Salaries	13,901.07	0.00	13,901.07
Total 5001 · Admin Salary and Wages	40,445.08	0.00	40,445.08
5050 · Operations Salary & Wages			
5053 · Salaries - FF Stacy	57,736.01	0.00	57,736.01
5055 · Salaries - Captain Moore	67,274.40	0.00	67,274.40
5056 · Salaries - LT Howles	64,086.40	0.00	64,086.40
5057 · Salaries - FF Hilger	54,678.40	0.00	54,678.40
5058 · Salaries - FF Grossman	57,512.00	0.00	57,512.00
5060 · Salaries - FF McLaughlin	54,873.68	0.00	54,873.68
5062 · Salaries - FF Perrotto	64,489.60	0.00	64,489.60
5064 · Salaries- FF Migliore	28,369.60	0.00	28,369.60
5065 · Salaries-FF Kourris	40,662.60	0.00	40,662.60
5069 · Salaries - FF Somers	45,070.68	0.00	45,070.68
5080 · Salaries- FF Suiter	30,902.60	0.00	30,902.60
5090 · Overtime Operations	16,300.33	0.00	16,300.33
5091 · Salaries - Working out of Class	7,207.78	0.00	7,207.78
Total 5050 · Operations Salary & Wages	589,164.08	0.00	589,164.08
5100 · Admin Fringe Benefits			
5092 · Retiree Health Benefits	44,596.58	0.00	44,596.58
5120 · Social Security-Admin	1,572.91	0.00	1,572.91
5121 · Medicare-admin	367.82	0.00	367.82
5141 · Unemployment-admin	168.77	0.00	168.77
5151 · Disability Insurance-admin	199.08	0.00	199.08
Total 5100 · Admin Fringe Benefits	46,905.16	0.00	46,905.16
5110 · Operations Fringe Benefits			
5101 · Medicare	8,164.45	0.00	8,164.45
5102 · Social Security	34,910.30	0.00	34,910.30
5140 · Unemployment	2,474.00	0.00	2,474.00
5150 · Disability Insurance	2,828.88	0.00	2,828.88
5160 · Pension	3,711.58	0.00	3,711.58
5170 · Workers Compensation-Career	34,693.00	0.00	34,693.00
5176 · Health Insurance	142,260.86	0.00	142,260.86
Total 5110 · Operations Fringe Benefits	229,043.07	0.00	229,043.07
5200 · Office Expenses			
5204 · Computer Supplies	179.54	0.00	179.54
5205 · Office Supplies	2,603.98	0.00	2,603.98
5206 · Postage	444.85	0.00	444.85
5210 · Photocopier Lease and Maintenan	2,333.38	0.00	2,333.38
6000 · Bank Service Charges	13.00	0.00	13.00
5200 · Office Expenses - Other	37.35	0.00	37.35
Total 5200 · Office Expenses	5,612.10	0.00	5,612.10
5201 · Fire Hydrant Rentals	42,455.00	0.00	42,455.00
5220 · Professional Services			
5229 · Accountant	22,498.50	0.00	22,498.50
5230 · Attorney Fees	31,475.35	0.00	31,475.35
5231 · Medical Director	750.00	0.00	750.00
5232 · Payroll Services	58,337.91	0.00	58,337.91
5233 · Medical Physicals	420.00	0.00	420.00

Jackson Twsp Board of Fire Dist No. 3 Profit & Loss Budget vs. Actual

January 1 through July 20, 2020

	Jan 1 - Jul 20, 20	Budget	\$ Over Budget
5220 · Professional Services - Other	359.41	0.00	359.41
Total 5220 · Professional Services	113,841.17	0.00	113,841.17
5250 · JTVFC#1 Fire Suppression	103,020.36	0.00	103,020.36
5270 · Insurance	12,524.00	0.00	12,524.00
5275 · Election	6,787.79	0.00	6,787.79
5280 · Advertising	62.00	0.00	62.00
5285 · Background Checks	50.00	0.00	50.00
5290 · Uniforms			
5291 · Paidmen Uniforms	2,994.47	0.00	2,994.47
5293 · Volunteer Work Uniforms	4,742.63	0.00	4,742.63
5295 · Turnout Gear Upgrades	15.00	0.00	15.00
5296 · Turnout Gear, Bailout Kit & Har	1,675.00	0.00	1,675.00
Total 5290 · Uniforms	9,427.10	0.00	9,427.10
5300 · Training & Education			
5301 · Training & Education-Career	1,530.00	0.00	1,530.00
5302 · Training & Education-Volunteer	2,024.62	0.00	2,024.62
5304 · Career College FF	375.00	0.00	375.00
Total 5300 · Training & Education	3,929.62	0.00	3,929.62
5306 · Membership dues lic subs	1,410.44	0.00	1,410.44
5400 · Maintenance & Repair			
5402 · M&R Trucks			
5426 · M&R Unit 5500 Ford Expedition	1,451.28	0.00	1,451.28
5427 · M&R Unit 5501 Pierce Pumper	11,908.23	0.00	11,908.23
5428 · M&R Unit 2019 Chevy Tahoe	3,762.16	0.00	3,762.16
5430 · M&R 5505 Pierce Ladder	39,348.89	0.00	39,348.89
5431 · M&R Unit 5510 Ford Expedition	42.99	0.00	42.99
5432 · M&R Unit 5511 HME Pumper	5,892.91	0.00	5,892.91
5434 · M&R Unit 5519 Ford Brush	1,032.91	0.00	1,032.91
5435 · M&R Unit 5521 Pierce Pumper	6,063.99	0.00	6,063.99
5438 · M&R Unit 5541 Pierce Pumper	5,091.03	0.00	5,091.03
5402 · M&R Trucks - Other	3,095.27	0.00	3,095.27
Total 5402 · M&R Trucks	77,689.66	0.00	77,689.66
5405 · M&R Computer	19,201.50	0.00	19,201.50
5410 · M&R Air Pack Maintenance	383.56	0.00	383.56
5440 · M&R Ladder Testing	1,000.00	0.00	1,000.00
5460 · M&R Extinguisher Maintenance	835.50	0.00	835.50
5485 · Pump Testing	3,991.20	0.00	3,991.20
5490 · M&R Misc	110.00	0.00	110.00
5400 · Maintenance & Repair - Other	5,698.12	0.00	5,698.12
Total 5400 · Maintenance & Repair	108,909.54	0.00	108,909.54
5500 · Substation Maintenance			
5501 · M&R Substation- Exterminating	975.00	0.00	975.00
5510 · M&R Substation-Cleaning	5,962.37	0.00	5,962.37
5515 · M&R Substation-Door	2,741.00	0.00	2,741.00
5520 · M&R Substation - Misc	8,629.05	0.00	8,629.05
5525 · M&R Substation - Heating/Air	1,680.00	0.00	1,680.00
5535 · M&R Substation-Generator Maint	450.00	0.00	450.00
Total 5500 · Substation Maintenance	20,437.42	0.00	20,437.42
5600 · Non-Bondables			
5635 · Pass Devices	140.03	0.00	140.03
5636 · Fire Equipment	26,251.76	0.00	26,251.76
Total 5600 · Non-Bondables	26,391.79	0.00	26,391.79
5640 · Utilities			
5655 · Electric	5,007.20	0.00	5,007.20
5660 · Telephone	2,185.84	0.00	2,185.84
5665 · Volunteer Mobile Phones	780.84	0.00	780.84
5670 · Water	765.54	0.00	765.54
5673 · Gas	4,015.75	0.00	4,015.75
5675 · Garbage	1,535.40	0.00	1,535.40
5685 · Water/Sewer	267.00	0.00	267.00
Total 5640 · Utilities	14,557.57	0.00	14,557.57
5644 · Supplies Expenses			
5645 · EMS Supplies	3,222.86	0.00	3,222.86

Jackson Twsp Board of Fire Dist No. 3 Profit & Loss Budget vs. Actual

January 1 through July 20, 2020

	Jan 1 - Jul 20, 20	Budget	\$ Over Budget
5644 · Supplies Expenses - Other	105.64	0.00	105.64
Total 5644 · Supplies Expenses	3,328.50	0.00	3,328.50
5690 · Fuel - Trucks	12,170.30	0.00	12,170.30
5700 · Fire Bureau Expenditures			
5738 · Postage-Bureau	43.90	0.00	43.90
5740 · Office Supplies/Eqmnt-Bureau	224.28	0.00	224.28
5741 · Membership Fees-Bureau	381.00	0.00	381.00
5742 · Mobile Phone-Bureau	326.27	0.00	326.27
5749 · Vehicle Equipment-Bureau	2,241.08	0.00	2,241.08
Total 5700 · Fire Bureau Expenditures	3,216.53	0.00	3,216.53
5725 · LOSAP	26,400.00	0.00	26,400.00
5754 · Debt Service			
5760 · Serial Bonds-Principal Payment	70,000.00	0.00	70,000.00
5770 · Serial Bonds Interest	4,388.23	0.00	4,388.23
Total 5754 · Debt Service	74,388.23	0.00	74,388.23
66000 · Payroll Expenses	350.90	0.00	350.90
Total Expense	1,494,827.75	0.00	1,494,827.75
Net Ordinary Income	-32,496.08	0.00	-32,496.08
Net Income	-32,496.08	0.00	-32,496.08

1:28 PM

07/20/20

Accrual Basis

Jackson Twsp Board of Fire Dist No. 3

Cash Balance Report

As of July 20, 2020

	Jul 20, 20	
	Debit	Credit
1101 · NJ State Cash Management	62,928.34	
1102 · Fulton Bank Fire Bureau 2206	157,394.10	
1107 · Shore Comm Bank Freedom Liq 764	53,936.46	
1108 · Fulton Bank Payroll 2205		69,390.18
1109 · Fulton Bank General Fund 2204	145,087.66	
1111 · Fulton Bank MMKT 7655	604,281.48	
TOTAL	1,023,628.04	69,390.18

Jackson Twsp Board of Fire Dist No. 3 Treasurer's Report As of July 20th, 2020

Type	Date	Num	Name	Amount
Jul 1 - 20, 20				
Bill Pmt -Check	07/02/2020	EFT	Doctor Rooter	-1,780.00
Bill Pmt -Check	07/13/2020	EFT	NJSHBP	-26,170.88
Bill Pmt -Check	07/13/2020	EFT	NJSHBP	-6,370.94
Bill Pmt -Check	07/13/2020	EFT	Stop & Shop	-44.00
Bill Pmt -Check	07/20/2020	5516	Aerial Testing Comp...	-1,000.00
Bill Pmt -Check	07/20/2020	5517	All Hands Fire Equip...	-250.00
Bill Pmt -Check	07/20/2020	5518	Cablevision	-313.60
Bill Pmt -Check	07/20/2020	5519	Colleen Theobald	-200.00
Bill Pmt -Check	07/20/2020	5520	Defender Emergenc...	-4,858.73
Bill Pmt -Check	07/20/2020	5521	Edwards Tire Co.	-2,188.16
Bill Pmt -Check	07/20/2020	5522	Embroider Me	-225.00
Bill Pmt -Check	07/20/2020	5523	Henry Schein EMS/...	-22.95
Bill Pmt -Check	07/20/2020	5524	Holman Frenia Allis...	-5,250.00
Bill Pmt -Check	07/20/2020	5525	Holmes Heating, Air ...	-1,110.00
Bill Pmt -Check	07/20/2020	5526	JCP & L	-992.67
Bill Pmt -Check	07/20/2020	5527	JTVFC#1	-34,340.12
Bill Pmt -Check	07/20/2020	5528	Leaf Capitol Funding...	-277.72
Bill Pmt -Check	07/20/2020	5529	Miles Technologies	-216.00
Bill Pmt -Check	07/20/2020	5530	NJ Natural Gas Co.	-104.48
Bill Pmt -Check	07/20/2020	5531	ozane	-85.00
Bill Pmt -Check	07/20/2020	5532	Plosia Cohen LLC	-1,216.00
Bill Pmt -Check	07/20/2020	5533	Republic Services Inc.	-282.42
Bill Pmt -Check	07/20/2020	5534	State of NJ Div of P...	-3,668.19
Bill Pmt -Check	07/20/2020	5535	USAbLe Life	-351.36
Bill Pmt -Check	07/20/2020	5536	Verizon (hot spots)	-110.28
Bill Pmt -Check	07/20/2020	5537	Vision Service Plan	-395.37
Bill Pmt -Check	07/20/2020	5538	Watchung	-73.84
Bill Pmt -Check	07/20/2020	5539	Witmer Public Safet...	-406.71
Bill Pmt -Check	07/20/2020	5540	Defender Emergenc...	-1,422.00
Bill Pmt -Check	07/20/2020	5541	Miles Technologies	-345.00
Bill Pmt -Check	07/20/2020	5542	ozane	-190.00
Bill Pmt -Check	07/20/2020	5543	Toms River Fire Dist...	-300.00
Bill Pmt -Check	07/20/2020	5544	Miles Technologies	-18.00
Bill Pmt -Check	07/20/2020	5546	Miles Technologies	-1,447.00
Jul 1 - 20, 20				-96,026.42



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

July 17, 2020

The Fire Bureau has done two Fire Investigations since last month's meeting.

06/22/2020- Fire (Residential)

06/29/2020- Sprinkler Activation (Commercial)

The Tahoe is out getting up fitted.

Have been working with local businesses with setting up their outside seating.

Food Trucks & Fireworks that was scheduled for last week was canceled

Jackson Day that was scheduled for September has been canceled, looking into other options for the community.

Reviewing site plans- Green Valley Rd- Residential Development.

Sat in meeting about round about that will be at the intersection of Hope Chapel and New Central Ave.

Going to be part of the preconstruction meeting on 7/22/2020 for the roadwork on Cooks Bridge & Brewers Bridge Rds.

Woodmere Apartments 2135 W. County Line Rd, and Pineview Apartments 2250 W. County Line Rd now has one Knox Box at each location.

There has been a reduction in fire lane violations throughout the District during day time hours.

Respectfully submitted,

Michael Grossman

Jackson Township Fire District 3
Fire Bureau Report

2020

Activities	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Non Life Hazard Property Inspections	36	24	30	1	33	34	60						218
Non Life Hazard Property Reinspections	8	14	16	6	3	15	44						106
Life hazard Property Inspections	3	22	6	0	13	14	15						73
Life Hazard Property Reinspections	7	3	17	8	0	8	13						56
Fire Permits Issued	4	5	1	1	3	4	5						23
Complaints/Follow Up	2	2	3	2	3	6	6						24
Other/CO-CCO/Misc	27	37	43	35	42	62	45						291
Imminent hazards Issued	0	2	0	0	0	0	0						2
Fire Drill	0	0	1	0	0	0	0						1
Penalties Issued	3	0	1	0	0	1	0						5
Fire Investigations/Notifications	0	0	3	2	1	2	2						10
Construction Plan Reviews	3	0	0	0	0	0	1						4
Smoke Detector Giveaways	0	3	0	0	0	0	2						5
Fire Safety Presentations	0	1	1	0	0	0	0						2

**JACKSON TOWNSHIP
FIRE DISTRICT #3**

CHIEF'S REPORT

July 20, 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
- CEVO and EVOC being planned
- Tentative Date 10/4/2020 Setting up for Success and Firefighter Chaos thru All Hands
- Water shuttle drill 5/17/2020 **Postponed**

Meetings

Officers Meeting. (Chief Carson, AC Baader, Capt Moore, Capt Dufour, Lt Howels, Lt Drury, Lt. Loiacono, Lt. Keller, SO Hussey, SO Prioli)

Discussed training coming up including daytime and nighttime classes.
Drills will be continuing in small group settings to allow for social distancing.

Fit Testing for nightshift will be completed after the pandemic

COVID19 Update:

Supplies have been being acquired including N95's, Gloves, Gowns, Hand Sanitizer,
We have been filling up Diamond Disinfectant with County at no charge
Please continue to be diligent about wearing PPE and mask.

Apparatus discussion held. Hose and Pump testing completed. Ladder testing and bench testing coming up.

The truck committee will be scheduling final meetings with remaining vendors to get all quotes in line.

5" Hose and Handlines ordered for 5505 along with TIC for 5541 and 5513. TIC for 5541 is in awaiting charger.

Fire/Complaints/Investigations 609 Runs to Date since January 1

- 6/16/2020 Structure Fire in Howell Township. Engine and Ladder requested
- 6/24/2020 Structure Fire in Howell Township. RIT Requested
- 6/30/2020 Structure Fire in Lakewood Township. RIT Requested
- 7/14/2020 Structure Fire in Lakewood Township. RIT Requested

Community Events

Jackson Day will be September 12, 2020 Awaiting decision
Wave Parades Completed 6/30/2020

Equipment

A few packs were fixed in house for minor repairs.

Flashlights repaired

5513 Gas Meter back in service

Water Can repaired

Apparatus

5519 Battery Switch needs wiring repair issue.

5511 Recommending putting no smoke exhaust system to be able to relocate to any bay going forward

5505 Pump step being repaired

Safety

Discussion held Physicals on hold for now

One minor accident with 5513 which has been documented

Hydrants

Hydrants being installed in Courts off West Conn Concourse

Building

Remaining door openers at Substation to be replaced.