

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 January 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:
 - 1: Firecom: headset repair
 - 2: Amazon: office supplies
 - 3: Henry Schein: Narcan
 - 4: Henry Schein: Albuterol & equipment
 - 5: Amazon: 5519 Brakelight
9. Old Business
10. New Business
 - A: Server
 - B: Door Key Card System
11. Executive Session
12. Open To Public
13. Adjournment

Jackson Board of Fire Commissioners Dist. #3
Executive Agenda
January 20th 2020

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

11:17 AM
01/17/20
Accrual Basis

Jackson Twsp Board of Fire Dist No. 3
Cash Balance Report
As of January 20, 2020

	Jan 20, 20	
	Debit	Credit
1101 · NJ State Cash Management	62,526.93	
1102 · Fulton Bank Fire Bureau 2206	130,782.90	
1107 · Shore Comm Bank Freedom Liq 764	53,936.46	
1108 · Fulton Bank Payroll 2205	96,145.18	
1109 · Fulton Bank General Fund 2204	37,450.57	
1111 · Fulton Bank MMKT 7655	765,906.60	
TOTAL	1,146,748.64	0.00

Jackson Twsp Board of Fire Dist No. 3

01/17/20

Treasurer's Report

Accrual Basis

As of January 20th, 2020

Type	Date	Num	Name	Amount
Jan 1 - 20, 20				
Bill Pmt -Check	01/10/2020	EFT	NJSHBP	-6,370.94
Bill Pmt -Check	01/10/2020	EFT	NJSHBP	-26,170.88
Bill Pmt -Check	01/14/2020	EFT	Wright Express	-2,486.45
Bill Pmt -Check	01/20/2020	5292	1st Choice Safety E...	-1,675.00
Bill Pmt -Check	01/20/2020	5293	AISH Fire Protection	-102.00
Bill Pmt -Check	01/20/2020	5294	Brian Menshon	-140.00
Bill Pmt -Check	01/20/2020	5295	Cablevision	-313.18
Bill Pmt -Check	01/20/2020	5296	Chelsea General Co...	-2,000.00
Bill Pmt -Check	01/20/2020	5297	Dawn Hode	-37.35
Bill Pmt -Check	01/20/2020	5298	Defender Emergenc...	-2,282.92
Bill Pmt -Check	01/20/2020	5299	Edwards Tire Co.	-1,759.56
Bill Pmt -Check	01/20/2020	5300	Embroider Me	-14.00
Bill Pmt -Check	01/20/2020	5301	First Responder Join...	-47,217.00
Bill Pmt -Check	01/20/2020	5302	Galls	-50.00
Bill Pmt -Check	01/20/2020	5303	Henry Schein EMS/...	-936.62
Bill Pmt -Check	01/20/2020	5304	JCP & L	-847.01
Bill Pmt -Check	01/20/2020	5305	JTVFC#1	-34,340.12
Bill Pmt -Check	01/20/2020	5306	Koerner & Koerner, ...	-2,870.00
Bill Pmt -Check	01/20/2020	5307	Leaf Capitol Funding...	-271.11
Bill Pmt -Check	01/20/2020	5308	Mercer County Fire ...	-40.00
Bill Pmt -Check	01/20/2020	5309	Miles Technologies	-1,408.00
Bill Pmt -Check	01/20/2020	5310	New Jersey Fire Eq...	-9,795.00
Bill Pmt -Check	01/20/2020	5311	NJ Natural Gas Co.	-1,039.85
Bill Pmt -Check	01/20/2020	5312	ozane	-85.00
Bill Pmt -Check	01/20/2020	5313	Plosia Cohen LLC	-1,040.00
Bill Pmt -Check	01/20/2020	5314	Republic Services Inc.	-242.81
Bill Pmt -Check	01/20/2020	5315	UPS	-93.41
Bill Pmt -Check	01/20/2020	5316	USAbLe Life	-333.36
Bill Pmt -Check	01/20/2020	5317	Velting Overhead D...	-685.00
Bill Pmt -Check	01/20/2020	5318	Verizon (hot spots)	-160.14
Bill Pmt -Check	01/20/2020	5319	Vision Service Plan	-395.37
Bill Pmt -Check	01/20/2020	5320	Watchung	-12.98
Bill Pmt -Check	01/20/2020	5321	Witmer Public Safet...	-478.61
Bill Pmt -Check	01/20/2020	5322	1st Choice Safety E...	-17,335.00
Bill Pmt -Check	01/20/2020	5323	AISH Fire Protection	-733.50
Bill Pmt -Check	01/20/2020	5324	Chelsea General Co...	-1,050.00
Bill Pmt -Check	01/20/2020	5325	Defender Emergenc...	-5,740.68
Bill Pmt -Check	01/20/2020	5326	Galls	-470.23
Bill Pmt -Check	01/20/2020	5327	Miles Technologies	-18.00
Bill Pmt -Check	01/20/2020	5328	Witmer Public Safet...	-3,650.00
Bill Pmt -Check	01/20/2020	5329	1st Choice Safety E...	-13,935.00
Bill Pmt -Check	01/20/2020	5330	Witmer Public Safet...	-154.99
Bill Pmt -Check	01/20/2020	EFT	Amazon	-23.98
Jan 1 - 20, 20				-188,805.05

Jackson Twsp Board of Fire Dist No. 3

Profit & Loss Budget vs. Actual

January 1 - 17, 2020

	Jan 1 - 17, 20	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4400 · Bureau of Fire Safety			
4403 · Registration Fees-Dist 3	850.00	0.00	850.00
4703 · Permit Fees Dist 3	428.00	0.00	428.00
Total 4400 · Bureau of Fire Safety	1,278.00	0.00	1,278.00
Total Income	1,278.00	0.00	1,278.00
Gross Profit	1,278.00	0.00	1,278.00
Expense			
5001 · Admin Salary and Wages			
5002 · Salaries - Admin Clerk	3,768.80	0.00	3,768.80
Total 5001 · Admin Salary and Wages	3,768.80	0.00	3,768.80
5050 · Operations Salary & Wages			
5053 · Salaries - FF Stacy	8,204.00	0.00	8,204.00
5055 · Salaries - Captain Moore	9,995.20	0.00	9,995.20
5056 · Salaries - LT Howles	9,111.20	0.00	9,111.20
5057 · Salaries - FF Hilger	7,767.20	0.00	7,767.20
5058 · Salaries - FF Grossman	8,172.00	0.00	8,172.00
5060 · Salaries - FF McLaughlin	7,767.20	0.00	7,767.20
5062 · Salaries - FF Perrotto	9,168.80	0.00	9,168.80
5064 · Salaries- FF Migliore	3,882.40	0.00	3,882.40
5065 · Salaries-FF Kourris	5,054.40	0.00	5,054.40
5069 · Salaries - FF Somers	6,098.40	0.00	6,098.40
5080 · Salaries- FF Suiter	3,882.40	0.00	3,882.40
5090 · Overtime Operations	3,947.35	0.00	3,947.35
5091 · Salaries - Working out of Class	1,043.46	0.00	1,043.46
Total 5050 · Operations Salary & Wages	84,094.01	0.00	84,094.01
5100 · Admin Fringe Benefits			
5092 · Retiree Health Benefits	6,370.94	0.00	6,370.94
5120 · Social Security-Admin	223.54	0.00	223.54
5121 · Medicare-admin	52.28	0.00	52.28
5141 · Unemployment-admin	13.27	0.00	13.27
5151 · Disability Insurance-admin	14.22	0.00	14.22
Total 5100 · Admin Fringe Benefits	6,674.25	0.00	6,674.25
5110 · Operations Fringe Benefits			
5101 · Medicare	1,138.88	0.00	1,138.88
5102 · Social Security	4,552.80	0.00	4,552.80
5140 · Unemployment	288.53	0.00	288.53
5150 · Disability Insurance	309.16	0.00	309.16
5176 · Health Insurance	19,938.47	0.00	19,938.47
Total 5110 · Operations Fringe Benefits	26,227.84	0.00	26,227.84
5200 · Office Expenses			
5206 · Postage	93.41	0.00	93.41
5210 · Photocopier Lease and Maintenan	271.11	0.00	271.11
5200 · Office Expenses - Other	37.35	0.00	37.35
Total 5200 · Office Expenses	401.87	0.00	401.87
5220 · Professional Services			
5229 · Accountant	2,870.00	0.00	2,870.00
5230 · Attorney Fees	1,040.00	0.00	1,040.00
5232 · Payroll Services	177.69	0.00	177.69
5233 · Medical Physicals	140.00	0.00	140.00
Total 5220 · Professional Services	4,227.69	0.00	4,227.69
5250 · JTVFC#1 Fire Suppression	34,340.12	0.00	34,340.12
5290 · Uniforms			
5291 · Paidmen Uniforms	165.86	0.00	165.86
5296 · Turnout Gear, Bailout Kit & Har	1,675.00	0.00	1,675.00
Total 5290 · Uniforms	1,840.86	0.00	1,840.86
5400 · Maintenance & Repair			
5402 · M&R Trucks			
5427 · M&R Unit 5501 Pierce Pumper	727.44	0.00	727.44
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

Jackson Twsp Board of Fire Dist No. 3

Profit & Loss Budget vs. Actual

January 1 - 17, 2020

	Jan 1 - 17, 20	Budget	\$ Over Budget
5438 · M&R Unit 5541 Pierce Pumper	838.35	0.00	838.35
Total 5402 · M&R Trucks	9,783.16	0.00	9,783.16
5405 · M&R Computer	1,408.00	0.00	1,408.00
5460 · M&R Extinguisher Maintenance	835.50	0.00	835.50
Total 5400 · Maintenance & Repair	12,026.66	0.00	12,026.66
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
5515 · M&R Substation-Door	685.00	0.00	685.00
5520 · M&R Substation - Misc	3,050.00	0.00	3,050.00
Total 5500 · Substation Maintenance	4,020.00	0.00	4,020.00
5600 · Non-Bondables			
5635 · Pass Devices	134.04	0.00	134.04
Total 5600 · Non-Bondables	134.04	0.00	134.04
5640 · Utilities			
5655 · Electric	847.01	0.00	847.01
5660 · Telephone	313.18	0.00	313.18
5670 · Water	12.98	0.00	12.98
5673 · Gas	1,039.85	0.00	1,039.85
Total 5640 · Utilities	2,213.02	0.00	2,213.02
5644 · Supplies Expenses			
5645 · EMS Supplies	162.10	0.00	162.10
Total 5644 · Supplies Expenses	162.10	0.00	162.10
5690 · Fuel - Trucks	2,360.05	0.00	2,360.05
5700 · Fire Bureau Expenditures			
5749 · Vehicle Equipment-Bureau	126.40	0.00	126.40
Total 5700 · Fire Bureau Expenditures	126.40	0.00	126.40
Total Expense	182,617.71	0.00	182,617.71
Net Ordinary Income	-181,339.71	0.00	-181,339.71
Net Income	-181,339.71	0.00	-181,339.71

**JACKSON TOWNSHIP
FIRE DISTRICT #3**

CHIEF'S REPORT

January 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
- EMT Class announced for CEU's 2020
- Night shift reminded that Jersey Shore does a free class every month
- Mandatories for Day shift held January 16 and Night Shift is January 22.
- NJ Learn is available is members miss mandatories
- Capt Moore will do a Developmental Disabilities class for night shift
- CEVO and EVOC being planned
- Don Collarusso wants to partner with us to do another day seminar
- Water shuttle drill coming soon
- Looking at using a Departmental Training Calendar online

Meetings

Officers Meeting. (Chief Carson, AC Baader, Capt Moore, Capt Halpin, Lt Howles, , Lt Keller, Lt Graham, Lt Drury, Lt Barnard, Eng McGuire, SO Hussey, and SO Prioli)

Training discussion held on above topics

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 will be 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.

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

Discussion held on budget and apparatus going forward. Discussion held on a grant for 2020. Officers all agree that Exhaust put on hold until we get packs. Looking at a Class A pumper, a ¾ ton pick up with plow 4 door 6ft bed, Scott Bottles, two TICS, and Hose.

Budget Meeting

A meeting was held with various members of the board and fire officers to discuss ideas to get people out to vote in favor of the budget. A card was ordered to hand out to residents along with 250 absentee ballot requests. We will be updating the website to show positive achievements and social media pages.

Zone 4 Chiefs Meeting

A meeting was held in Whitesville to discuss changes in each company for 2020, issues on beards affecting mutual aid. The state is cracking down on this issue. Updated resource list handed in. The Joint Base reviewed their availability which led to the LDH drill discussion at which time the base advised they cannot hold the drill due to the water service being limited and compromised. I agreed to host a drill in the spring with LDH and tankers for the Farmindale Estates section of our district. Strike Team leader class will be in April dates to be announced. National Fire Academy discussed for NJ weekend.

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 7/4/2020

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.

5505 Turbo for 5505 needs replacement

5521 Windshield wiper fluid hose broke.

Safety

1st round Gear Checks are to be completed by March 31

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

January 17, 2020

Attached are two spreadsheet reports, the close out of 2019, and the new 2020.

The ordinance change for the automatic gates is ongoing.

Site Plans are completed.

State Annual Report for 2019 has been submitted well before the deadline.

There will be Food Trucks and Fireworks on Saturday July 4th, times and details to follow.

Jackson Day is scheduled for Saturday September 12th, 3:00-9:00pm, with fireworks at the end of the night. Rain date will be Sunday September 13th.

Respectfully submitted,

Michael Grossman

Jackson Township Fire District 3
Fire Bureau Report

2019

Activities	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Dec 13-31	Total
Non Life Hazard Property Inspections	29	37	23	44	27	39	27	39	18	26	29	16	0	354
Non Life Hazard Property Reinspections	55	30	48	28	31	36	40	51	9	39	26	47	14	454
Life hazard Property Inspections	1	15	13	7	7	12	3	18	14	12	4	5	1	112
Life Hazard Property Reinspections	0	3	8	13	8	19	11	4	23	32	10	8	4	143
Fire Permits Issued	0	1	3	4	6	9	9	1	6	15	10	3	0	67
Complaints/Follow Up	1	1	1	2	2	4	1	5	3	12	4	7	1	44
Other/CO-CCO/Misc	34	0	6	13	21	23	15	43	31	34	20	52	17	309
Imminent hazards Issued	1	0	0	0	1	4	1	0	0	1	1	1	0	10
Fire Drill	0	0	0	1	0	0	0	0	0	1	0	0	0	2
Penalties Issued	0	0	1	0	0	4	0	5	0	1	1	0	0	12
Fire Investigations/Notifications	1	1	7	3	1	3	8	6	2	4	1	1	1	39
Construction Plan Reviews	0	0	1	0	1	3	0	1	1	1	1	1	1	11
Smoke Detector Giveaways	0	0	0	0	0	0	0	3	0	1	0	0	5	9
Fire Safety Presentations	0	1	0	4	1	1	0	0	1	4	5	0	0	17

Jackson Township Fire District No. 3

Board of Fire Commissioners

Jackson Township, New Jersey

Minutes of Meeting Held

January 20th 2019

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

PRESENT- Commissioners Brito, Keegan, Keller and Attorney Jonathan Cohen were present.

ABSENT- Commissioner Siedler & Larsen

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 Keller made a motion to accept December 2019 minutes. 2nd by Commissioner Brito, Vote: All Aye.

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

ATTORNEY REPORT – N/A

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- Quotes for new Server and Door Key Card System maintenance agreement have been tabled until the March 2020 meeting.

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 7:38 p.m. Executive session opened at 7:40 p.m. In attendance are Commissioner’s Brito, Keegan, Keller and Attorney Jonathan Cohen.

Executive Session closed at 8:42 p.m.

Regular meeting re-opened at 8:45 p.m.

OPEN TO THE PUBLIC- N/A

Motion to adjourn the meeting at approximately 8:45 pm by Commissioner Keller 2nd by
Commissioner Keegan Vote: All Aye.

Valerie Keegan, CLERK

Jackson Board of Fire Commissioners Dist. #3
Executive Minutes
January 20th 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 EEOC Determination

ADJOURNMENT: Commissioner Brito motioned to adjourn the Executive Session, 2nd by Commissioner Keller. Motion passed by unanimous consent. Executive Session was closed at 8:42 p.m.

Wynne Keller, Clerk

Board of Fire Commissioners Fire District No. 3
Jackson Township, New Jersey

Minutes of Special Meeting
January 8th, 2020

Commissioner Brito called the special meeting to order at 7:30 p.m. Commissioners Larsen, Keller, Keegan, Brito, Siedler and Attorney Jonathan Cohen were present. This meeting was duly advertised in accordance with the open business-meeting act of the State of New Jersey.

Motion for Resolution to approve presented 2020 budget made by Commissioner Brito; 2nd by Commissioner Larsen.

Motion for Executive Session made by Commissioner Brito. 2nd by Commissioner Siedler.

Personnel matters discussed.

Adjournment: Commissioner Brito motioned to adjourn the Special Meeting, seconded by Commissioner Siedler. Meeting Adjourned at 8:35 pm.


_____, Clerk