

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 March 16th 2020

1. Attendance
2. Swear In of Commissioner Loiacono
3. Re-Org
4. Volunteer Company Report
5. Secretary's report
6. Treasurer's Report
7. Attorney Report
8. Fire Official Report
9. Chief's Report
10. Supervisory Commissioner Report
Approved Requisitions:
 - A: Advanced Auto-Def Fluid
 - B: Firecom-headset repair
 - C: Amazon-5521 brake light, cleaning supplies
 - D: Henry Schein-Glucose
 - E: Office Depot- Office Supplies
 - F: Deluxe Corp- deposit slip stamps
11. Old Business
12. New Business
13. Executive Session
14. Open To Public
15. Adjournment

Jackson Board of Fire Commissioners Dist. #3
Executive Agenda
March 16th, 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: First Aid building use

Jackson Township Fire District No. 3

Board of Fire Commissioners

Jackson Township, New Jersey

Minutes of Meeting Held

March 16th, 2020

The regular meeting of the Board of Fire Commissioners, District #3, was called to order at 7:30pm by Commissioner Brito on March 16th, 2020.

PRESENT- Commissioners Brito, Keegan, Keller, Siedler, Loiacono 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 February 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 – Attorney Joseph Youssouf read the Election results resolution into record. The results were 158 people voted yes to the budget and 149 people voted no to the budget. Commissioner Siedler and Commissioner Loiacono were elected. Commissioner Siedler for a 3 year term and Commissioner Loiacono for a 1 year term. Term expirations and Titles are as follows: Chair-Siedler 2023, Vice Chair-Brito 2021, Supervisory-Keller 2022, Clerk-Keegan 2022, Treasurer-Loiacono 2021.

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- Clerk Hode is working with Miles on obtaining a quote for a Icloud based server.

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 7:57 p.m. Executive session opened at 7:59 p.m. In attendance are Commissioner's Brito, Keegan, Keller, Siedler, Loiacono and Attorney Joseph Youssef.

Executive Session closed at 8:42 p.m.

Regular meeting re-opened at 8:35 p.m.

Re-open Executive- 8:36

Close Executive- 8:42

Regular meeting re-opened at 8:42

OPEN TO THE PUBLIC- N/A

Motion to adjourn the meeting at approximately 8:44 pm by Commissioner Keller 2nd by Commissioner Keegan Vote: All Aye.

Wayne Keegan, CLERK

Jackson Board of Fire Commissioners Dist. #3
Executive Minutes
March 16th 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 Siedler motioned to adjourn the Executive Session, 2nd by Commissioner Keller. Motion passed by unanimous consent. Executive Session was closed at 8:42 p.m.

Wayne Klein, Clerk

11:16 AM
03/16/20
Accrual Basis

Jackson Twsp Board of Fire Dist No. 3
Cash Balance Report
As of March 16, 2020

	Mar 16, 20	
	Debit	Credit
1101 · NJ State Cash Management	62,710.47	
1102 · Fulton Bank Fire Bureau 2206	143,939.85	
1107 · Shore Comm Bank Freedom Liq 764	53,936.46	
1108 · Fulton Bank Payroll 2205	149,148.78	
1109 · Fulton Bank General Fund 2204	58,150.84	
1111 · Fulton Bank MMKT 7655	334,504.70	
TOTAL	802,391.10	0.00

Jackson Twp Board of Fire Dist No. 3

Treasurer's Report

As of March 16th, 2020

03/16/20

Accrual Basis

Type	Date	Num	Name	Amount
Mar 1 - 16, 20				
Bill Pmt -Check	03/02/2020	EFT	What Exit Fools	-25.00
Bill Pmt -Check	03/03/2020	5368	John Dufour	-66.20
Bill Pmt -Check	03/04/2020	EFT	Amazon	-42.99
Bill Pmt -Check	03/04/2020	EFT	Office Depot	-35.97
Bill Pmt -Check	03/06/2020	EFT	Deluxe business pro...	-215.35
Bill Pmt -Check	03/11/2020	EFT	NJSHBP	-6,370.94
Bill Pmt -Check	03/11/2020	EFT	NJSHBP	-26,170.88
Bill Pmt -Check	03/16/2020	5369	Advance Auto Parts	-78.00
Bill Pmt -Check	03/16/2020	5370	All Hands Fire Equip...	-250.00
Bill Pmt -Check	03/16/2020	5371	Bryant Automotive	-255.47
Bill Pmt -Check	03/16/2020	5372	Cablevision	-312.09
Bill Pmt -Check	03/16/2020	5373	Carlson's Auto Body	-3,506.69
Bill Pmt -Check	03/16/2020	5374	Colleen Theobald	-200.00
Bill Pmt -Check	03/16/2020	5375	Community Safety C...	-490.00
Bill Pmt -Check	03/16/2020	5376	Cooper Power Syste...	-450.00
Bill Pmt -Check	03/16/2020	5377	Defender Emergenc...	-1,134.74
Bill Pmt -Check	03/16/2020	5378	Firehouse Innovatio...	-375.00
Bill Pmt -Check	03/16/2020	5379	Henry Schein EMS/...	-6.90
Bill Pmt -Check	03/16/2020	5380	Jackson Twp MUA	-21,442.00
Bill Pmt -Check	03/16/2020	5381	JCP & L	-791.84
Bill Pmt -Check	03/16/2020	5382	Kirk Florist LLC	-100.00
Bill Pmt -Check	03/16/2020	5383	Koerner & Koerner, ...	-1,754.00
Bill Pmt -Check	03/16/2020	5384	Leaf Capitol Funding...	-271.11
Bill Pmt -Check	03/16/2020	5385	Miles Technologies	-1,408.00
Bill Pmt -Check	03/16/2020	5386	Miriam O'Connor	-133.00
Bill Pmt -Check	03/16/2020	5387	Monmouth County T...	-750.00
Bill Pmt -Check	03/16/2020	5388	NJ Natural Gas Co.	-800.62
Bill Pmt -Check	03/16/2020	5389	ozane	-85.00
Bill Pmt -Check	03/16/2020	5390	Police & Firemen's ...	-43.39
Bill Pmt -Check	03/16/2020	5391	Republic Services Inc.	-242.97
Bill Pmt -Check	03/16/2020	5392	Turnout Fire & Safet...	-95.98
Bill Pmt -Check	03/16/2020	5393	UPS	-16.32
Bill Pmt -Check	03/16/2020	5394	Verizon (hot spots)	-175.14
Bill Pmt -Check	03/16/2020	5395	Vision Service Plan	-395.37
Bill Pmt -Check	03/16/2020	5396	Watchung	-32.45
Bill Pmt -Check	03/16/2020	5397	Witmer Public Safet...	-20.95
Bill Pmt -Check	03/16/2020	5398	Community Safety C...	-245.00
Bill Pmt -Check	03/16/2020	5399	Defender Emergenc...	-3,250.15
Bill Pmt -Check	03/16/2020	5400	Firehouse Innovatio...	-9,260.00
Bill Pmt -Check	03/16/2020	5401	Miles Technologies	-18.00
Bill Pmt -Check	03/16/2020	5402	Monmouth County T...	-100.00
Bill Pmt -Check	03/16/2020	5403	Witmer Public Safet...	-559.87
Bill Pmt -Check	03/16/2020	5404	Witmer Public Safet...	-3,995.00
Bill Pmt -Check	03/16/2020	5405	Witmer Public Safet...	-2,672.21
Bill Pmt -Check	03/16/2020	5406	Witmer Public Safet...	-290.37
Mar 1 - 16, 20				-88,934.96

Jackson Twsp Board of Fire Dist No. 3

Profit & Loss Budget vs. Actual

January 1 through March 16, 2020

	Jan 1 - Mar 16, 20	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4400 · Bureau of Fire Safety			
4403 · Registration Fees-Dist 3	8,211.00	0.00	8,211.00
4503 · Fines District 3	420.50	0.00	420.50
4703 · Permit Fees Dist 3	1,424.00	0.00	1,424.00
4713 · Life Hazard Fees District 3	4,332.25	0.00	4,332.25
4733 · Fire Reports District 3	10.00	0.00	10.00
Total 4400 · Bureau of Fire Safety	14,397.75	0.00	14,397.75
4600 · General Interest Income	110.22	0.00	110.22
4800 · Miscellaneous Revenue	15,774.27	0.00	15,774.27
Total Income	30,282.24	0.00	30,282.24
Gross Profit	30,282.24	0.00	30,282.24
Expense			
5001 · Admin Salary and Wages			
5002 · Salaries - Admin Clerk	9,480.00	0.00	9,480.00
5225 · Commissioner Salaries	8,000.00	0.00	8,000.00
Total 5001 · Admin Salary and Wages	17,480.00	0.00	17,480.00
5050 · Operations Salary & Wages			
5053 · Salaries - FF Stacy	20,620.01	0.00	20,620.01
5055 · Salaries - Captain Moore	24,348.00	0.00	24,348.00
5056 · Salaries - LT Howles	22,888.00	0.00	22,888.00
5057 · Salaries - FF Hilger	19,528.00	0.00	19,528.00
5058 · Salaries - FF Grossman	20,540.00	0.00	20,540.00
5060 · Salaries - FF McLaughlin	19,723.28	0.00	19,723.28
5062 · Salaries - FF Perrotto	23,032.00	0.00	23,032.00
5064 · Salaries- FF Migliore	10,132.00	0.00	10,132.00
5065 · Salaries-FF Kourris	13,332.00	0.00	13,332.00
5069 · Salaries - FF Somers	15,992.00	0.00	15,992.00
5080 · Salaries- FF Suiter	10,132.00	0.00	10,132.00
5090 · Overtime Operations	8,264.32	0.00	8,264.32
5091 · Salaries - Working out of Class	2,457.06	0.00	2,457.06
Total 5050 · Operations Salary & Wages	210,988.67	0.00	210,988.67
5100 · Admin Fringe Benefits			
5092 · Retiree Health Benefits	19,112.82	0.00	19,112.82
5120 · Social Security-Admin	561.85	0.00	561.85
5121 · Medicare-admin	131.39	0.00	131.39
5141 · Unemployment-admin	66.35	0.00	66.35
5151 · Disability Insurance-admin	71.10	0.00	71.10
Total 5100 · Admin Fringe Benefits	19,943.51	0.00	19,943.51
5110 · Operations Fringe Benefits			
5101 · Medicare	2,974.33	0.00	2,974.33
5102 · Social Security	12,717.98	0.00	12,717.98
5140 · Unemployment	1,476.87	0.00	1,476.87
5150 · Disability Insurance	1,582.46	0.00	1,582.46
5160 · Pension	43.39	0.00	43.39
5176 · Health Insurance	63,423.26	0.00	63,423.26
Total 5110 · Operations Fringe Benefits	82,218.29	0.00	82,218.29
5200 · Office Expenses			
5205 · Office Supplies	1,149.36	0.00	1,149.36
5206 · Postage	347.14	0.00	347.14
5210 · Photocopier Lease and Maintenan	813.33	0.00	813.33
6000 · Bank Service Charges	13.00	0.00	13.00
5200 · Office Expenses - Other	37.35	0.00	37.35
Total 5200 · Office Expenses	2,360.18	0.00	2,360.18
5201 · Fire Hydrant Rentals	21,175.00	0.00	21,175.00
5220 · Professional Services			
5229 · Accountant	4,624.00	0.00	4,624.00
5230 · Attorney Fees	26,067.35	0.00	26,067.35
5232 · Payroll Services	710.76	0.00	710.76
5233 · Medical Physicals	280.00	0.00	280.00
5220 · Professional Services - Other	359.41	0.00	359.41
Total 5220 · Professional Services	32,041.52	0.00	32,041.52

Jackson Twsp Board of Fire Dist No. 3

Profit & Loss Budget vs. Actual

January 1 through March 16, 2020

	Jan 1 - Mar 16, 20	Budget	\$ Over Budget
5250 · JTVFC#1 Fire Suppression	34,340.12	0.00	34,340.12
5275 · Election	540.00	0.00	540.00
5280 · Advertising	62.00	0.00	62.00
5290 · Uniforms			
5291 · Paidmen Uniforms	465.79	0.00	465.79
5293 · Volunteer Work Uniforms	4,742.63	0.00	4,742.63
5296 · Turnout Gear, Bailout Kit & Har	1,675.00	0.00	1,675.00
Total 5290 · Uniforms	6,883.42	0.00	6,883.42
5300 · Training & Education			
5301 · Training & Education-Career	1,060.00	0.00	1,060.00
5302 · Training & Education-Volunteer	1,100.00	0.00	1,100.00
5304 · Career College FF	375.00	0.00	375.00
Total 5300 · Training & Education	2,535.00	0.00	2,535.00
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	2,179.51	0.00	2,179.51
5428 · M&R Unit 2019 Chevy Tahoe	3,762.16	0.00	3,762.16
5430 · M&R 5505 Pierce Ladder	8,507.44	0.00	8,507.44
5431 · M&R Unit 5510 Ford Expedition	42.99	0.00	42.99
5432 · M&R Unit 5511 HME Pumper	3,360.65	0.00	3,360.65
5434 · M&R Unit 5519 Ford Brush	23.98	0.00	23.98
5435 · M&R Unit 5521 Pierce Pumper	32.20	0.00	32.20
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	18,835.39	0.00	18,835.39
5405 · M&R Computer	4,242.00	0.00	4,242.00
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	85.33	0.00	85.33
Total 5400 · Maintenance & Repair	24,170.82	0.00	24,170.82
5500 · Substation Maintenance			
5501 · M&R Substation- Exterminating	255.00	0.00	255.00
5510 · M&R Substation-Cleaning	632.44	0.00	632.44
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
5535 · M&R Substation-Generator Maint	450.00	0.00	450.00
Total 5500 · Substation Maintenance	6,327.44	0.00	6,327.44
5600 · Non-Bondables			
5635 · Pass Devices	140.03	0.00	140.03
5636 · Fire Equipment	6,667.21	0.00	6,667.21
Total 5600 · Non-Bondables	6,807.24	0.00	6,807.24
5640 · Utilities			
5655 · Electric	2,449.65	0.00	2,449.65
5660 · Telephone	937.36	0.00	937.36
5665 · Volunteer Mobile Phones	190.14	0.00	190.14
5670 · Water	116.82	0.00	116.82
5673 · Gas	2,708.15	0.00	2,708.15
5675 · Garbage	485.78	0.00	485.78
5685 · Water/Sewer	267.00	0.00	267.00
Total 5640 · Utilities	7,154.90	0.00	7,154.90
5644 · Supplies Expenses			
5645 · EMS Supplies	377.34	0.00	377.34
5644 · Supplies Expenses - Other	105.64	0.00	105.64
Total 5644 · Supplies Expenses	482.98	0.00	482.98
5690 · Fuel - Trucks	4,469.09	0.00	4,469.09
5700 · Fire Bureau Expenditures			
5742 · Mobile Phone-Bureau	109.16	0.00	109.16
5749 · Vehicle Equipment-Bureau	319.93	0.00	319.93
Total 5700 · Fire Bureau Expenditures	429.09	0.00	429.09

Jackson Twsp Board of Fire Dist No. 3

Profit & Loss Budget vs. Actual

January 1 through March 16, 2020

	Jan 1 - Mar 16, 20	Budget	\$ Over Budget
5725 · LOSAP	19,800.00	0.00	19,800.00
Total Expense	501,271.77	0.00	501,271.77
Net Ordinary Income	-470,989.53	0.00	-470,989.53
Other Income/Expense			
Other Expense			
80000 · Ask My Accountant	-3,318.73	0.00	-3,318.73
Total Other Expense	-3,318.73	0.00	-3,318.73
Net Other Income	3,318.73	0.00	3,318.73
Net Income	-467,670.80	0.00	-467,670.80



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

March 16, 2020

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

2/16/2020- Kitchen Fire (Residential)

3/1/2020- Dumpster Fire (Multi Family)

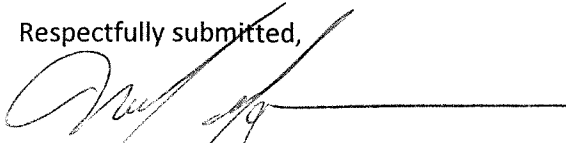
3/7/2020- Gas Leak & Other issues (Residential)

Construction is moving along in our District.

I have been working with our Building Dept and MUA to rectify some issues from Izak Ct.

Fire Prevention for the schools in April has been canceled.

Respectfully submitted,


Michael Grossman

**JACKSON TOWNSHIP
FIRE DISTRICT #3**

CHIEF'S REPORT

March 16, 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
- CEVO and EVOC being planned
- 5/3/2020 Setting up for Success and Firefighter Chaos thru All Hands
- Water shuttle drill 5/17/2020
- Departmental Training Calendar online Google Set up

Meetings

Officers Meeting. (Chief Carson, AC Baader, Capt Moore, Capt Halpin,,Lt Drury, 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 3/25/2020 for nightshift.

Discussion held on 5/3 seminar at the station. Will need list of members to go out with the instructors after lunch and will need help with food and prepping.

Discussion held on invitation to 3/23 Training Seminar in East Franklin. Free to us. We will also need a cover crew for Jackson Mills as they will be at the TRFA.

Discussion held on new door prop. Class on Sunday was way more then we thought. Instructor stayed for 4 hours going over techniques and is willing to come back in future. Will set up a date in fall. Fire Company purchased the rabbit tool test device as it was definitely worth it.

CEU Class on Thursday Developmental Disabilities during day.

Casewille holding brush fire drill on Tuesday at Miller Rd. Capt Moore will send one crew.

3rd leg of Ladder company drill coming on March 20 at Station 57 8am

Fire Prevention is coming up in April

2 Members taking RIT Case and Hrushka in March and 2 in May Sergi and Bruscianni

Rope Drill being rescheduled.

Apparatus discussion held 5505 Q Siren is Fixed, 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

5500 Car accident. Truck will be back on Thursday from repairs

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

Discussion held on Jackson EMS taking over. No complaints so far and Capt Moore states that their performance on Scene is going well. Working on boundaries.

Equipment discussion held for 2020 needs

5 New and 5 replacement sets of gear ordered

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

Hand Lights for 5513 as they are old and breaking.

DeWalt Kit for 5513 and 5501 for now. 5505 if we have money

Discussion held on new Cut off saw. Will look to purchase one battery powered and see how it works.

Discussion held on updating struts with some Gold ones if money is available.

Battery powered fan and extra batteries for 5541

Corona Virus Meetings held and Memo sent to all members.

Fire/Complaints/Investigations 307 Runs to Date since January 1

- 2/19/2020 Laurelton Ave Structure Fire. 18307 investigated
- 2/19/2020 Prospect Pointe Build 1 Electrical Fire. 18307 followed up
- 2/21/2020 RIT Team to Lakewood Commercial Structure Fire
- 2/21/2020 RIT Team to Lakewood Residential Structure Fire Cancelled enroute.
- 2/29/2020 Gas Leak Bank of America. Gas line struck
- 3/5/2020 Oven Fire Idaho Place out on arrival damage to oven only
- 3/5/2020 Illegal Open burn on Bennetts Mills Handled by 18307
- 3/7/2020 Gas leak London Drive with an irate tennent. 18307 called to assist
- 3/8/2020 RIT Team to Howell Residential Structure Fire
- 3/9/2020 Illegal Open Burn Westminster B9 handled
- 3/15/2020 RIT Team to Howell Residential Structure Fire
- 3/16/2020 RIT Team to Howell Residential Structure Fire

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.

5501 Windshield Motor has not been fixed yet but planned.

5511 Batteries and charging system replaced

5534 Blower Motor replaced

5541 Needs new exhaust magnet

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

5513 Exhaust pipe fixed to hook up to exhaust system

Looking to get quotes for new 5514 and 18307

Safety

Buscio center to open in Lakewood on 70 in June.

Discussion held Physicals are as follows

April 18 Blood work 7am start

April 22 Physicals and Blood work Starting 4pm

May 2nd Physicals only Starting 7am

Looking into Hep B Vaccines

Hydrants

Beam and Manhattan Street out of service.

Building

Remaining door openers at Substation to be replaced.

Need card reader training for main station access .