

**Jackson Township Fire District No. 3**

**Board of Fire Commissioners**

**Jackson Township, New Jersey**

**Minutes of Meeting Held**

**November 21st, 2017**

The regular meeting of the Board of Fire Commissioners, District #3, was called to order at 7:30pm by Commissioner Brito on November 21<sup>st</sup>, 2017.

**PRESENT**-Commissioners: Brito, Keegan, Bradley, Siedler, Keller and District Attorney Joseph Youssouff.

**ABSENT**- Clerk Hode

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

**VOLUNTEER COMPANY REPORT** – None to report

**SECRETARIES REPORT**-Commissioner Brito made a motion to accept October 2017 minutes. 2nd by Commissioner Bradley, Vote: All Aye.

**TREASURER'S REPORT**-Financial Reports were left on the conference table for the public and Board. Treasurer's report was read by Commissioner Keegan. Commissioner Brito motioned to accept Treasurer's report, Commissioner Bradley 2nd. Vote: All Aye.

**ATTORNEY REPORT**- Board Attorney Joseph Youssouff announced that the Budget was approved for submittal vote for approval in 2018 Finance Notice for Fire Districts. Discussion regarding Income applications, Ethics law violations, Local Finance Notices, Fire District E Filing for 2019 for all documentation. Public hearing has been moved to 1/16/2018 due to MLK Holiday.

**CHIEF REPORT**- See attached report.

**BUREAU REPORT**- See attached report.

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

**OLD BUSINESS**- Velting Overhead doors quote has been approved and Clerk Hode has worked with Velting to have parts ordered. Central Jersey Security Cameras quote was approved for all digital instead of analog.

**NEW BUSINESS** – Board Attorney Joseph Youssouff introduced the temporary budget. Motion to approve temporary budget made by Commissioner Keller; 2<sup>nd</sup> by Commissioner Siedler. VOTE: All Aye. Board Attorney Joseph Youssouff made a resolution to pass the Temporary Budget.

**OPEN TO THE PUBLIC**- None

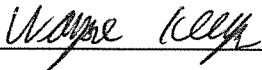
**EXECUTIVE SESSION**- Motion to accept a Resolution authorizing a closed session for executive session for the purpose of discussing potential litigation; lawyer-client privileged material and personnel material. Subject matter to be released when it is no longer privileged, motioned by Commissioner Brito, 2<sup>nd</sup> by Commissioner Bradley. Vote: All Aye.

Meeting closed to the public for Executive at 8:15 p.m. Executive session opened at 8:17 p. m. In attendance are Commissioner's Brito, Keegan, Bradley, Keller, Siedler and District Attorney Joseph Youssouf.

Executive Session closed at 8:35 p.m.

Regular meeting re-opened at 8:37p.m.

Motion to adjourn the meeting at approximately 8:38 pm by Commissioner Brito 2<sup>nd</sup> by Commissioner Keegan. Vote: All Aye.



COMMISSIONER Keller, Clerk

Jackson Board of Fire Commissioners Dist. #3  
Executive Agenda  
November 21st, 2017

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 the hiring of a new Fire Fighter.

**ADJOURNMENT:** Commissioner Brito motioned to adjourn the Executive Session, 2<sup>nd</sup> by Commissioner Keegan. Motion passed by unanimous consent. Executive Session was closed at 8:37 p.m.

Wynne Keegan, Clerk

**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 November 21<sup>st</sup>, 2017

1. Attendance
2. Volunteer Company Report-
3. Secretary's report-
4. Treasurer's Report –see attached report
5. Attorney's Report-
6. Fire Official Report-see attached report
7. Chief's Report –see attached report
8. Supervisory Commissioner Report  
Approved Requisitions:
  - A: 5511 repair
  - B: Heath: GT 42 meter repair
  - C: NJFE: Calibration gas
  - D: Amazon – Toner cartridge, Door knob for gym, light bulbs, handlight batteries
  - E: Office Depot- Office supplies
  - F: Life Fitness- bike pedals
  - G: Motorola: Batteries/Antenna's
  - H: Amazon: ear pads and microphone covers for 5505 headsets
9. Old Business-
  - A: Velting Overhead Doors quote
  - B: Central Jersey Security Cameras quote
10. New Business-
  - A: Introduce Temporary Budget
  - B: Resolution to pass temporary budget
11. Open to Public
12. Executive Session
13. Adjournment

Jackson Board of Fire Commissioners Dist. #3  
Executive Agenda  
November 21<sup>st</sup>, 2017

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

None at this time

6:32 PM  
11/20/17  
Accrual Basis

Jackson Twsp Board of Fire Dist No. 3  
**Cash Balance Report**  
As of November 20, 2017

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	Nov 20, 17	
	Debit	Credit
1101 · NJ State Cash Management	60,026.55	
1102 · Fulton Bank Fire Bureau 2206	41,062.33	
1106 · Shore Comm Beacon Municipal 534	112.52	
1107 · Shore Comm Bank Freedom Liq 764	53,774.88	
1108 · Fulton Bank Payroll 2205	21,752.07	
1109 · Fulton Bank General Fund 2204	165,433.57	
1111 · Fulton Bank MMKT 7655	182,493.08	
<b>TOTAL</b>	<b>524,655.00</b>	<b>0.00</b>

6:34 PM

11/20/17

Accrual Basis

# Jackson Twsp Board of Fire Dist No. 3

## Treasurer's Report

As of November 20th, 2017

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Type	Date	Num	Name	Amount
<b>Nov 1 - 20, 17</b>				
Bill Pmt -Check	11/03/2017	EFT	Amazon	-54.38
Bill Pmt -Check	11/07/2017	EFT	Amazon	-84.99
Bill Pmt -Check	11/07/2017	EFT	Amazon	-24.86
Bill Pmt -Check	11/07/2017	EFT	Amazon	-71.44
Bill Pmt -Check	11/07/2017	EFT	Office Depot	-156.75
Bill Pmt -Check	11/08/2017	EFT	Amazon	-29.22
Bill Pmt -Check	11/09/2017	EFT	NJSHBP	-29,485.86
Bill Pmt -Check	11/09/2017	EFT	NJSHBP	-3,116.78
Bill Pmt -Check	11/15/2017	EFT	Amazon	-131.80
Bill Pmt -Check	11/17/2017	EFT	Amazon	-109.85
<b>Nov 1 - 20, 17</b>				<b>-33,265.93</b>

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## Jackson Twsp Board of Fire Dist No. 3

## Profit &amp; Loss Budget vs. Actual

January 1 through November 20, 2017

	Jan 1 - Nov 20, 17	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
M&R Unit 5531 Pierce Pumper	-150.00	0.00	-150.00
4100 · Taxation from Township	2,033,524.63	2,957,854.00	-924,329.37
<b>4400 · Bureau of Fire Safety</b>			
4403 · Registration Fees-Dist 3	26,367.50	30,500.00	-4,132.50
4503 · Fines District 3	685.00	2,000.00	-1,315.00
4703 · Permit Fees Dist 3	2,298.00	11,000.00	-8,702.00
4713 · Life Hazard Fees District 3	6,854.69	0.00	6,854.69
4723 · Bureau Site Plan Review Dist 3	225.00	0.00	225.00
4733 · Fire Reports District 3	41.00	0.00	41.00
4400 · Bureau of Fire Safety - Other	201.42	0.00	201.42
<b>Total 4400 · Bureau of Fire Safety</b>	<b>36,672.61</b>	<b>43,500.00</b>	<b>-6,827.39</b>
4600 · General Interest Income	654.48	500.00	154.48
4745 · SFSGrant	0.00	3,257.00	-3,257.00
4749 · FEMA Grant-Cascade System	47,729.00	54,273.00	-6,544.00
4750 · FEMA Grant-Matthew	13,893.68	13,894.00	-0.32
4751 · FEMA Grant-Sandy	24,738.85	0.00	24,738.85
4800 · Miscellaneous Revenue	2,694.86	0.00	2,694.86
4920 · Fund Balance Utilized	0.00	203,500.00	-203,500.00
<b>Total Income</b>	<b>2,159,758.11</b>	<b>3,276,778.00</b>	<b>-1,117,019.89</b>
<b>Gross Profit</b>	<b>2,159,758.11</b>	<b>3,276,778.00</b>	<b>-1,117,019.89</b>
<b>Expense</b>			
<b>5001 · Admin Salary and Wages</b>			
5002 · Salaries - Admin Clerk	39,762.98	41,600.00	-1,837.02
5004 · Salaries - Admin Overtime Clerk	0.00	1,000.00	-1,000.00
5225 · Commissioner Salaries	17,826.58	21,000.00	-3,173.42
<b>Total 5001 · Admin Salary and Wages</b>	<b>57,589.56</b>	<b>63,600.00</b>	<b>-6,010.44</b>
<b>5050 · Operations Salary &amp; Wages</b>			
5051 · Salaries - LT Schoch	0.00	100,237.00	-100,237.00
5052 · Salaries - LT G. Moroney	96,819.99	115,156.00	-18,336.01
5053 · Salaries - FF Stacy	88,641.62	110,000.00	-21,358.38
5055 · Salaries - Captain Moore	101,041.60	119,406.00	-18,364.40
5056 · Salaries - LT Howles	96,800.00	114,406.00	-17,606.00
5057 · Salaries - FF Hilger	80,622.77	94,237.00	-13,614.23
5058 · Salaries - FF Grossman	44,622.72	94,487.00	-49,864.28
5060 · Salaries - FF McLaughlin	73,684.10	94,237.00	-20,552.90
5062 · Salaries - FF Perrotto	86,397.74	75,436.00	10,961.74
5065 · Salaries-FF Kourris	44,836.64	45,132.00	-295.36
5069 · Salaries - FF Somers	54,558.59	47,945.00	6,613.59
5080 · New Firefighter	0.00	58,000.00	-58,000.00
5089 · Salaries-FO McDonnell	90,679.66	109,646.00	-18,966.34
5090 · Overtime Operations	96,645.49	65,000.00	31,645.49
5091 · Salaries - Working out of Class	340.80	5,000.00	-4,659.20
5092 · Benefit Reserves	9,350.34	0.00	9,350.34
5099 · 2016 Wage Accrual	-25,801.90	0.00	-25,801.90
5050 · Operations Salary & Wages - Other	0.00	50,000.00	-50,000.00
<b>Total 5050 · Operations Salary &amp; Wages</b>	<b>939,240.16</b>	<b>1,298,325.00</b>	<b>-359,084.84</b>
<b>5100 · Admin Fringe Benefits</b>			
5114 · Health Insurance - Admin	72,550.19	141,686.00	-69,135.81
5120 · Social Security-Admin	2,424.16	4,000.00	-1,575.84
5121 · Medicare-admin	567.03	1,000.00	-432.97
5141 · Unemployment-admin	358.93	600.00	-241.07
5151 · Disability Insurance-admin	83.55	550.00	-466.45
5161 · Pension-admin	0.00	5,166.00	-5,166.00
<b>Total 5100 · Admin Fringe Benefits</b>	<b>75,983.86</b>	<b>153,002.00</b>	<b>-77,018.14</b>
<b>5110 · Operations Fringe Benefits</b>			
5101 · Medicare	14,149.90	25,000.00	-10,850.10
5102 · Social Security	61,973.04	90,000.00	-28,026.96
5140 · Unemployment	4,463.22	8,000.00	-3,536.78
5150 · Disability Insurance	917.49	4,283.00	-3,365.51
5160 · Pension	20.58	249,352.00	-249,331.42
5170 · Workers Compensation-Career	29,867.00	90,000.00	-60,133.00
5176 · Health Insurance	103,493.32	245,677.00	-142,183.68
<b>Total 5110 · Operations Fringe Benefits</b>	<b>214,884.55</b>	<b>712,312.00</b>	<b>-497,427.45</b>
<b>5200 · Office Expenses</b>			
5204 · Computer Supplies	1,077.22	2,000.00	-922.78
5205 · Office Supplies	2,282.19	6,000.00	-3,717.81
5206 · Postage	389.10	750.00	-360.90
5210 · Photocopier Lease and Maintenance	3,832.75	6,000.00	-2,167.25
6000 · Bank Service Charges	80.00	0.00	80.00
5200 · Office Expenses - Other	10.00	0.00	10.00
<b>Total 5200 · Office Expenses</b>	<b>7,671.26</b>	<b>14,750.00</b>	<b>-7,078.74</b>
5201 · Fire Hydrant Rentals	42,350.00	84,700.00	-42,350.00
5220 · Professional Services			
5229 · Accountant	49,965.53	0.00	49,965.53



## Jackson Twsp Board of Fire Dist No. 3

## Profit &amp; Loss Budget vs. Actual

January 1 through November 20, 2017

	Jan 1 - Nov 20, 17	Budget	\$ Over Budget
5230 · Attorney Fees	27,902.04	0.00	27,902.04
5231 · Joint Medical Director	500.00	0.00	500.00
5232 · Payroll Services	39,685.85	0.00	39,685.85
5233 · Medical Physicals	22,006.00	0.00	22,006.00
5235 · Grant Writer	1,000.00	0.00	1,000.00
5220 · Professional Services - Other	0.00	109,350.00	-109,350.00
<b>Total 5220 · Professional Services</b>	<b>141,059.42</b>	<b>109,350.00</b>	<b>31,709.42</b>
5250 · JTVFC#1 Fire Suppression	94,278.21	125,704.00	-31,425.79
5270 · Insurance	166,364.20	73,500.00	92,864.20
5275 · Election	2,759.13	1,000.00	1,759.13
5280 · Advertising	396.80	2,500.00	-2,103.20
5286 · Miscellaneous	1,710.00	0.00	1,710.00
5290 · Uniforms			
5291 · Paidmen Uniforms	6,174.82	16,000.00	-9,825.18
5293 · Volunteer Uniforms	1,912.01	2,500.00	-587.99
5295 · Turnout Gear Upgrades	329.85	1,500.00	-1,170.14
5296 · Turnout Gear	11,620.25	16,000.00	-4,379.75
5297 · Turnout Gear Replacements	15,689.50	10,000.00	5,689.50
<b>Total 5290 · Uniforms</b>	<b>35,726.44</b>	<b>46,000.00</b>	<b>-10,273.56</b>
5300 · Training & Education			
5301 · Training & Education-Career	4,661.89	12,000.00	-7,338.11
5302 · Training & Education-Volunteer	3,991.96	14,000.00	-10,008.04
5304 · Career College FF	3,833.51	5,000.00	-1,166.49
5305 · Volunteer College FF	0.00	3,500.00	-3,500.00
5715 · Conventions	0.00	7,000.00	-7,000.00
<b>Total 5300 · Training &amp; Education</b>	<b>12,487.36</b>	<b>41,500.00</b>	<b>-29,012.64</b>
5306 · Membership dues lic subs	2,633.43	5,000.00	-2,366.57
5400 · Maintenance & Repair			
5401 · M&R Cascade Maint	127.50	3,000.00	-2,872.50
5402 · M&R Trucks			
5426 · M&R Unit 5500 Ford Expedition	2,044.06	0.00	2,044.06
5427 · M&R Unit 5501 Pierce Pumper	5,278.52	0.00	5,278.52
5428 · M&R Unit 5503 Ford Rescue	2,041.57	0.00	2,041.57
5429 · M&R 5504 Ford F250	1,470.00	0.00	1,470.00
5430 · M&R 5505 Pierce Ladder	10,040.95	0.00	10,040.95
5431 · M&R Unit 5510 Ford Expedition	205.78	0.00	205.78
5432 · M&R Unit 5511 HME Pumper	2,770.58	0.00	2,770.58
5433 · M&R Unit Ford F250	374.84	0.00	374.84
5434 · M&R Unit 5519 Ford Brush	743.07	0.00	743.07
5435 · M&R Unit 5521 Pierce Pumper	9,313.48	0.00	9,313.48
5436 · M&R Unit 5524 Ford Excursion	1,852.58	0.00	1,852.58
5438 · M&R Unit 5541 Pierce Pumper	2,506.56	0.00	2,506.56
5402 · M&R Trucks - Other	3,079.63	68,000.00	-64,920.37
<b>Total 5402 · M&amp;R Trucks</b>	<b>41,721.62</b>	<b>68,000.00</b>	<b>-26,278.38</b>
5405 · M&R Computer	12,773.00	12,000.00	773.00
5410 · M&R Air Pack Maintenance	951.35	5,000.00	-4,048.65
5415 · M&R Air Pack Testing	140.00	2,600.00	-2,460.00
5420 · M&R Oxygen Bottle Refills	125.00	1,000.00	-875.00
5425 · M&R Radio & Pager Maintenance	0.00	7,000.00	-7,000.00
5440 · M&R Ladder Testing	1,810.00	2,500.00	-690.00
5445 · M&R Hose Testing	2,808.90	3,800.00	-991.10
5450 · M&R Hose Repair	0.00	1,000.00	-1,000.00
5460 · M&R Extinguisher Maintenance	448.00	1,500.00	-1,052.00
5465 · M&R Replacement of Damaged Equip	868.39	1,000.00	-131.61
5470 · M&R Rescue Maint-Hurst Tool	0.00	1,000.00	-1,000.00
5475 · M&R Rescue Maint-Misc	0.00	750.00	-750.00
5480 · M&R Gear Cleaning	1,728.42	750.00	978.42
5485 · Pump Testing	1,000.00	1,500.00	-500.00
5490 · M&R Misc	1,986.15	3,000.00	-1,013.85
5646 · EMS Defib Maintenance	1,315.83	2,000.00	-684.17
<b>Total 5400 · Maintenance &amp; Repair</b>	<b>67,804.16</b>	<b>117,400.00</b>	<b>-49,595.84</b>
5500 · Substation Maintenance			
5501 · M&R Substation- Exterminating	1,675.00	1,600.00	75.00
5505 · M&R Substation-Alarm	1,492.83	2,000.00	-507.17
5510 · M&R Substation-Cleaning	2,907.20	1,200.00	1,707.20
5515 · M&R Substation-Door	540.00	500.00	40.00
5520 · M&R Substation - Misc	9,093.13	18,200.00	-9,106.87
5525 · M&R Substation - Heating/Air	775.00	1,500.00	-725.00
5535 · M&R Substation-Generator Maint	0.00	500.00	-500.00
5540 · M&R Substation-Grounds Maint	225.81	500.00	-274.19
<b>Total 5500 · Substation Maintenance</b>	<b>16,708.97</b>	<b>26,000.00</b>	<b>-9,291.03</b>
5600 · Non-Bondables			
5620 · Asset Purchase-Technology	2,610.93	4,000.00	-1,389.07
5630 · Asset Purchase- Radio Equipment	7,601.42	5,000.00	2,601.42
5635 · Pass Devices	45.96	3,000.00	-2,954.04
5636 · Fire Equipment	17,225.46	30,000.00	-12,774.54
5639 · Computer Upgrades	422.28	5,000.00	-4,577.72
5680 · Gym Equip	53.82	500.00	-446.18

## Jackson Twsp Board of Fire Dist No. 3

## Profit &amp; Loss Budget vs. Actual

January 1 through November 20, 2017

	Jan 1 - Nov 20, 17	Budget	\$ Over Budget
5800 · Fema-Cascade System	46,070.00	54,273.00	-8,203.00
<b>Total 5600 · Non-Bondables</b>	<b>74,029.87</b>	<b>101,773.00</b>	<b>-27,743.13</b>
<b>5640 · Utilities</b>			
5655 · Electric	8,515.67	0.00	8,515.67
5660 · Telephone	4,266.70	0.00	4,266.70
5665 · Volunteer Mobile Phones	660.49	0.00	660.49
5670 · Water	929.33	0.00	929.33
5673 · Gas	2,288.24	0.00	2,288.24
5675 · Garbage	1,205.18	0.00	1,205.18
5685 · Water/Sewer	779.10	0.00	779.10
5640 · Utilities - Other	-2,500.81	29,000.00	-31,500.81
<b>Total 5640 · Utilities</b>	<b>16,143.90</b>	<b>29,000.00</b>	<b>-12,856.10</b>
<b>5644 · Supplies Expenses</b>			
5645 · EMS Supplies	1,656.60	6,000.00	-4,343.40
<b>Total 5644 · Supplies Expenses</b>	<b>1,656.60</b>	<b>6,000.00</b>	<b>-4,343.40</b>
<b>5690 · Fuel - Trucks</b>	<b>17,320.78</b>	<b>25,000.00</b>	<b>-7,679.22</b>
<b>5700 · Fire Bureau Expenditures</b>			
5738 · Postage-Bureau	202.59	0.00	202.59
5740 · Office Supplies/Eqmnt-Bureau	234.03	0.00	234.03
5741 · Membership Fees-Bureau	1,094.00	0.00	1,094.00
5742 · Mobile Phone-Bureau	834.89	0.00	834.89
5743 · Computer Software-Bureau	75.06	0.00	75.06
5744 · Subscriptions	30.00	0.00	30.00
5746 · Fire Prevention Material-Bureau	4,224.00	0.00	4,224.00
5749 · Vehicle Equipment-Bureau	4,775.60	0.00	4,775.60
5750 · Misc-Bureau	97.27	0.00	97.27
5700 · Fire Bureau Expenditures - Other	0.00	18,000.00	-18,000.00
<b>Total 5700 · Fire Bureau Expenditures</b>	<b>11,567.44</b>	<b>18,000.00</b>	<b>-6,432.56</b>
<b>5710 · Contingent</b>	<b>0.00</b>	<b>5,000.00</b>	<b>-5,000.00</b>
<b>5725 · LOSAP</b>	<b>0.00</b>	<b>30,000.00</b>	<b>-30,000.00</b>
<b>5735 · Basic Entitlement Grant</b>	<b>0.00</b>	<b>3,257.00</b>	<b>-3,257.00</b>
<b>5754 · Debt Service</b>			
5760 · Serial Bonds-Principal Payment	70,000.00	70,000.00	0.00
5770 · Serial Bonds Interest	0.00	14,105.00	-14,105.00
<b>Total 5754 · Debt Service</b>	<b>70,000.00</b>	<b>84,105.00</b>	<b>-14,105.00</b>
<b>Total Expense</b>	<b>2,070,366.10</b>	<b>3,176,778.00</b>	<b>-1,106,411.90</b>
<b>Net Ordinary Income</b>	<b>89,392.01</b>	<b>100,000.00</b>	<b>-10,607.99</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
9000 · Vehicle Purchase	92,845.86	100,000.00	-7,154.14
<b>Total Other Expense</b>	<b>92,845.86</b>	<b>100,000.00</b>	<b>-7,154.14</b>
<b>Net Other Income</b>	<b>-92,845.86</b>	<b>-100,000.00</b>	<b>7,154.14</b>
<b>Net Income</b>	<b>-3,453.85</b>	<b>0.00</b>	<b>-3,453.85</b>

Jackson Twsp Board of Fire Dist No. 3

Cash Balance Report

As of November 20, 2017

11/20/17

Accrual Basis

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	Nov 20, 17	
	Debit	Credit
1101 · NJ State Cash Management	60,026.55	
1102 · Fulton Bank Fire Bureau 2206	41,062.33	
1106 · Shore Comm Beacon Municipal 534	112.52	
1107 · Shore Comm Bank Freedom Liq 764	53,774.88	
1108 · Fulton Bank Payroll 2205	21,752.07	
1109 · Fulton Bank General Fund 2204	165,433.57	
1111 · Fulton Bank MMKT 7655	182,493.08	
<b>TOTAL</b>	<b>524,655.00</b>	<b>0.00</b>

**JACKSON TOWNSHIP  
FIRE DISTRICT #3**

**CHIEF'S REPORT**

**November 21, 2017**

**SUBMITTED BY  
TIMOTHY J. CARSON  
CHIEF OF DEPARTMENT**

## **Training Recap**

### **Schools**

- Are you Ready Class was well received
- Lt Halpin qualified on 5519
- FF Keller completed ICS400
- Lt Halpin and FF Siedler finishing up Fire Instructor
- FF Graham and Migliore finishing up EMT
- FF Frank completed Rescue Operations

### **Township Chiefs Meeting**

Met with Chief Lubertazzi in reference to changing his boxes.

### **Officers Meeting**

Working on budget for 2018. All ideas being entertained.

Discussion working with Jackson Mills on changing their box assignments

Discussion held on looking at our current box assignments and making any changes needed.

Discussion held on training for upcoming year

Discussion held on training tower pen and work being completed. Millings were put down and the entire pen was cleaned out. Shipping container will be installed within next few weeks.

Discussion held on getting new 4 gas meters that are less complicated than the GT42

ERS Software needs to be purchased for next year

### **Fire/Complaints Requiring Investigations** 963 RUNS TO DATE

- 11/1/2017 Fire alarm at Windsor Crescent due to hydrant testing. While on scene found Fire Violations that 18307 followed up and resolved.
- 11/1/2017 Complaint filed on Prospect Point apartments for Propane stored on balconies. 18307 followed up and issued violation
- 11/4/2017 Working Dryer Fire on Trenton St. OCFM responded and 18307 notified
- 11/5/2017 Working Oven fire Forest Drive. 18307 and OCFM notified.

- 11/11/2017 Fire Alarm Rosenauer School. While on Scene an imminent fire hazard was identified and 18307 was notified and the school complied.
- 11/12/2017 Working Vehicle Fire with two victims. OCFM responded and 18307 notified
- 11/13/2017 Working Structure Fire Bennetts Mills Road.
- 11/14/2017 Working vehicle fire Jackson Liberty High School

### **Community Events**

Jackson Day was attended and no issues

October 27 attended the Trunk or Treat at Rosenauer

### **Equipment**

A few packs were fixed in house for minor repairs.

Flashlights repaired

Request for Battery powered PPV fan for 5505 submitted

10 Pagers were ordered and will be delivered any day

Batteries and antenna's ordered for portables

Numerous head sets repaired and/or sent out

5521 GT42 OOS

### **Apparatus**

5511 is OOS

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

5511 Generator is OOS

5505 Low coolant alarm repaired by adding coolant, Replaced rear light bulb and headlight replaced

5505 Water leaking from Aerial inlet and 5" discharge

5534 Oil change complete

5541 Seat alarm going off intermittent

5519 Repaired transmission mount

### **Safety**

No Report

**Hydrants**

No report

**Building**

Awaiting additional cameras at the main station



# JACKSON BUREAU OF FIRE SAFETY

## FIRE DISTRICT NO. 3

200 KIERYCH MEMORIAL DRIVE

JACKSON N.J. 08527





Phone (732) 928-1666x14 Fax (732) 928-6500

fmcdonnell@jacksonfiredist3.org www.jacksonfiredist3.org

FRANK McDONNELL  
FIRE OFFICIAL

### FIRE OFFICIAL REPORT

November 2017

1. Fire Safety PSA press release for November "Thanksgiving Day Cooking Safety"
2. Please visit the web page [www.jacksonfiredist3.org](http://www.jacksonfiredist3.org) for updated information.
  -  Fire District page... [www.facebook.com/jacksonfiredist3](http://www.facebook.com/jacksonfiredist3)
  -  Fire Bureau page... [www.facebook.com/jacksonfiresafety](http://www.facebook.com/jacksonfiresafety)
3. NJ Division of Fire Safety CEU course catalog is out for the Fall semester:
4. NJ State Division of Fire Safety made numerous rules proposals and adoptions. Adopted rules include requiring carbon monoxide detectors in residential and commercial businesses and a 29% raise in fire permits and life hazard use fees, the last increase was in 2003. Also proposed was solar panel and residential disability ID signs, electronic record keeping, high level alarms, contractor certification and fire service standard certifications. The New Jersey 2006 International Fire Code is scheduled to be updated to the 2015 IFC early next year.

ACTIVITY BY THE NUMBERS	TOTAL
Non-Life Hazard Property Inspections	325
Non-Life Hazard Property Re-Inspections	217
Life Hazard Property Inspections	76
Life Hazard Property Re-Inspections	70
Fire Permits Issued	47
Complaints/Follow-up	68
Other/ CO-CCO/Miscellaneous	91
Imminent Hazards Issued	0
Fire Drill	3
Penalties Issued	16
Fire Investigations/Notifications	19
Construction Plan Reviews	11
Smoke Detectors Giveaways	12
Fire Safety Presentations	1854 students
INCOME (3rd Qtr)	TOTAL
Local Registrations Fees Paid	\$26,352.50
LHU Registrations Fees Paid	\$6,854.69
Fire Permits Fees Paid	\$2,298.00
Construction Plan Fees Paid	\$300.00
Penalties 2.12 Paid	\$512.50
Dedicated Penalties 2.12A Paid	\$112.50
Miscellaneous / Grant/ Fire Reports	\$242.42
<b>REVENUE RECEIVED</b>	<b>\$36,672.61</b>
<b>NON LIFE HAZARD INVOICES OUTSTANDING</b>	<b>\$2,521.00</b>
<b>LIFE HAZARD USE INVOICES OUTSTANDING</b>	<b>\$3,000.00</b>
<b>TOTAL PROJECTED REVENUE</b>	<b>\$42,193.61</b>
<b>BUDGET EXPENSE</b>	<b>\$10,983.94</b>

HAPPY THANKSGIVING