

AGENDA

JACKSON BOARD OF FIRE COMMISSIONERS FIRE DISTRICT #3

200 Kierych Memorial Drive

Jackson, NJ 08527

732-928-1666

www.Jacksonfiredist3.org

Pursuant to the Open Public Meetings Act of the State of New Jersey, this meeting was filed with the Township Clerk and has been duly advertised in the Asbury Park Press and the Star Ledger. A copy of this Agenda can also be found on our website.

This meeting is called to order at 7:30 p.m. on September 18th, 2023.

1. Roll Call
2. Pledge of Allegiance
3. Moment of Silence
4. Volunteer Company Report
5. Secretary's report to approve prior month's meeting minutes.
6. Cash Balance Report read into record.
7. Attorney Report
8. Fire Official Report-Attached
9. Chief's Report
10. Supervisory Commissioner Report
Approved Requisitions:
 - 1: Conway Shield- retractable strap, Captain shield
 - 2: Amazon- Android smart TV stick, Dewalt 20V max portable saw tool, 3 blades
 - 3: Bryant Automotive – 5510 rear tire slow leak
 - 4: AED Superstore- Defib and pedi pads
 - 5: Advanced Auto- Chevy Tahoe battery
 - 6: David Clark- headset repair 5505
 - 7: Eastern Fire Equipment- 2 headset modules
11. Old Business
: Sheetrock quotes
12. New Business
13. Executive

14. Open To Public

15. Adjournment

Jackson Board of Fire Commissioners Dist. #3
Executive Agenda
September 18th, 2023

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

- 1: Personnel
- 2: Litigation
- 3: Contractual

Board of Fire Commissioners
Jackson Township, New Jersey
Minutes of Meeting Held
September 18th,2023

A regular meeting of the Jackson Township Board of Fire Commissioners, District NO.3 was called to order at 7:30 p.m. at the Jackson District NO.3 Firehouse, 200 Kierych Memorial Drive Jackson, New Jersey. Chairman Hruschka made the required public statement. "Adequate notice of this meeting has been provided in accordance with the Open Public Meetings Act by the adoption of a schedule of regular meetings and notice thereof being posted in the Municipal Building, 95 West Veterans Highway, Jackson, being filed with the Municipal Clerk and being transmitted to the Asbury Park Press and the Star Ledger and to all persons who have requested copies in accordance with statute".

Recitation of the Pledge of Allegiance

Moment of Silence

ROLL CALL WAS TAKEN: Commissioners Hruschka, Keegan, LaBoy, McGuire and Siedler were present.

VOLUNTEER COMPANY REPORT – None currently

SECRETARIES REPORT- Motion offered by Commissioner Siedler to approve August 2023 Minutes; seconded by Commissioner Keegan, VOTE: All Aye.

CASH BALANCE REPORT: Financial Reports were read by Commissioner Siedler; A motion was offered to accept the Cash Balance report by Commissioner McGuire; seconded by Commissioner LaBoy.
Vote: All Aye

ATTORNEY REPORT- None currently

FIRE OFFICIAL REPORT- See attached report.

CHIEF REPORT- See attached report.

SUPERVISORY REPORT- A motion was offered to approve requisitions listed on Agenda made by Commissioner Siedler, 2nd by Commissioner LaBoy. Vote: All Aye.

OLD BUSINESS- Motion offered by Commissioner Siedler; seconded by Commissioner McGuire to approve the quote from JJD Handyman for the sheetrock repairs in the bay area for a total of \$1661.00;
VOTE: Commissioners: Siedler- Aye, McGuire- Aye, LaBoy- Aye, Keegan- Aye; Commissioner Hruschka- Abstain.

NEW BUSINESS- Motion offered by Commissioner Siedler; seconded by Commissioner McGuire to rent a storage unit from Life Storage for \$90.00 a month for the District Administrative files. Vote: All Aye.

CLOSED SESSION- Resolution for Closed Session. Roll Call Vote; All Aye: Commissioners Hruschka, Keegan, LaBoy, McGuire and Siedler. Executive Session began at 8:07 pm.

OPEN TO THE PUBLIC- Deputy Chief Moore made a public statement about the great response from the Fire Fighters when covering 11 calls during last week's storm.

Whereas PL-1975 Chapter 231 allows for meetings in closed session on matters of personnel and contractual.

Jackson Board of Fire Commissioners Dist. #3
Closed Session
September 18th, 2023

Now, therefore, be it further resolved by the Commissioners of the Fire District No. 3 in the Township of Jackson, County of Ocean go into closed session to discuss these matters as permitted by the open public act and that the results of this closed session be available to the general public upon completion of the acceptance of the minutes at the next regular meeting and at such time as this matter in closed session is resolved.

Discussion regarding personnel matters, litigation, or contractual matters

Adjournment: A motion was offered to adjourn by Commissioner Siedler; seconded by Commissioner McGuire. Vote: All Aye.

Roll Call Vote; Commissioner Keegan, Hruschka, LaBoy, McGuire & Siedler

This meeting has been adjourned.

CLERK: _____



8:50 AM

09/15/23

Accrual Basis

Jackson Twsp Board of Fire Dist No. 3

Cash Balance Report

As of September 18, 2023

	Sep 18, 23	
	Debit	Credit
1101 · NJ State Cash Management	65,684.65	
1102 · Fulton Bank Fire Bureau 2206	342,782.72	
1107 · Lakeland Bank 764	54,261.56	
1108 · Fulton Bank Payroll 2205	88,576.55	
1109 · Fulton Bank General Fund 2204	91,566.48	
1111 · Fulton Bank MMKT 7655	323,080.71	
TOTAL	<u>965,952.67</u>	<u>0.00</u>

Jackson Twp Board of Fire Dist No. 3

Treasurer's Report

As of September 18th, 2023

09/15/23

Accrual Basis

Type	Date	Num	Name	Amount
Sep 1 - 18, 23				
Bill Pmt -Check	09/06/2023	EFT	NJSHBP	-13,562.52
Bill Pmt -Check	09/06/2023	EFT	NJSHBP	-38,118.01
Bill Pmt -Check	09/07/2023	EFT	Amazon	-261.36
Bill Pmt -Check	09/18/2023	6900	Accurate Accoun...	-891.25
Bill Pmt -Check	09/18/2023	6901	All Hands Fire E...	-750.00
Bill Pmt -Check	09/18/2023	6902	Amtrust North A...	-13,491.00
Bill Pmt -Check	09/18/2023	6903	Atlantic IT Soluti...	-857.00
Bill Pmt -Check	09/18/2023	6904	Campbell Freigh...	-2,266.08
Bill Pmt -Check	09/18/2023	6905	Complete Securi...	-480.00
Bill Pmt -Check	09/18/2023	6906	David Clark Com...	-250.50
Bill Pmt -Check	09/18/2023	6907	Fire and Safety	-815.83
Bill Pmt -Check	09/18/2023	6908	Galls LLC	-639.95
Bill Pmt -Check	09/18/2023	6909	Gannett New Jer...	-44.68
Bill Pmt -Check	09/18/2023	6910	Grossman, Mich...	-51.49
Bill Pmt -Check	09/18/2023	6911	Holmes Heating,...	-870.00
Bill Pmt -Check	09/18/2023	6912	Jackson Twp MUA	-21,721.90
Bill Pmt -Check	09/18/2023	6913	JCP & L	-970.07
Bill Pmt -Check	09/18/2023	6914	Leaf Capitol Fun...	-205.00
Bill Pmt -Check	09/18/2023	6915	Middlesex Count...	-289.00
Bill Pmt -Check	09/18/2023	6916	National Center f...	-50.00
Bill Pmt -Check	09/18/2023	6917	NJ Natural Gas ...	-131.38
Bill Pmt -Check	09/18/2023	6918	ozane	-90.00
Bill Pmt -Check	09/18/2023	6919	Plosia Cohen LLC	-4,966.00
Bill Pmt -Check	09/18/2023	6920	Princeton Radiol...	-54.00
Bill Pmt -Check	09/18/2023	6921	ReadyRefresh	-26.93
Bill Pmt -Check	09/18/2023	6922	Richard M Brasl...	-1,500.00
Bill Pmt -Check	09/18/2023	6923	S&S Fleet Servic...	-6,159.69
Bill Pmt -Check	09/18/2023	6924	Star Ledger NJ ...	-118.92
Bill Pmt -Check	09/18/2023	6925	USAbLe Life	-232.44
Bill Pmt -Check	09/18/2023	6926	Vision Service Pl...	-478.14
Bill Pmt -Check	09/18/2023	6927	Galls LLC	-789.86
Bill Pmt -Check	09/18/2023	6928	Galls LLC	-143.90
Bill Pmt -Check	09/18/2023	6929	Skylands Area Fi...	-37,460.74
Sep 1 - 18, 23				-148,737.64

Jackson Twsp Board of Fire Dist No. 3

Profit & Loss Budget vs. Actual

January 1 through September 18, 2023

	Jan 1 - Sep 18, 23	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4100 · Taxation from Township	1,790,735.59	4,093,109.93	-2,302,374.34
4400 · Bureau of Fire Safety			
4403 · Registration Fees-Dist 3	29,699.55	28,000.00	1,699.55
4503 · Fines District 3	3,989.00	2,000.00	1,989.00
4703 · Permit Fees Dist 3	2,801.00	2,700.00	101.00
4713 · Life Hazard Fees District 3	14,957.06	16,899.00	-1,941.94
4723 · Bureau Site Plan Review Dist 3	310.00	0.00	310.00
4733 · Fire Reports District 3	65.00	300.00	-235.00
4400 · Bureau of Fire Safety - Other	210.00	0.00	210.00
Total 4400 · Bureau of Fire Safety	52,031.61	49,899.00	2,132.61
4600 · General Interest Income	5,771.02	500.00	5,271.02
4735 · State Forestry Grant Revenue	7,447.50	0.00	7,447.50
4745 · SFSGrant	0.00	3,257.00	-3,257.00
4800 · Miscellaneous Revenue	747.23	0.00	747.23
4920 · Fund Balance Utilized	0.00	284,000.00	-284,000.00
Total Income	1,856,732.95	4,430,765.93	-2,574,032.98
Gross Profit	1,856,732.95	4,430,765.93	-2,574,032.98
Expense			
5001 · Admin Salary and Wages			
5002 · Salaries - Admin Clerk	38,795.34	51,424.98	-12,629.64
5003 · Salaries - Asst Admin Clerk	0.00	1,000.00	-1,000.00
5225 · Commissioner Salaries	16,644.70	22,924.65	-6,279.95
Total 5001 · Admin Salary and Wages	55,440.04	75,349.63	-19,909.59
5050 · Operations Salary & Wages			
5053 · Salaries - FF Stacy	82,831.26	0.00	82,831.26
5055 · Salaries - Captain Moore	104,396.38	0.00	104,396.38
5056 · Salaries - LT Howles	98,436.09	0.00	98,436.09
5057 · Salaries - FF Hilger	78,553.35	0.00	78,553.35
5058 · Salaries - FF Grossman	93,448.50	0.00	93,448.50
5060 · Salaries - FF McLaughlin	91,484.55	0.00	91,484.55
5062 · Salaries - FF Perrotto	96,371.92	0.00	96,371.92
5064 · Salaries - FF Migliore	54,493.60	0.00	54,493.60
5065 · Salaries-FF Kourris	72,921.10	0.00	72,921.10
5069 · Salaries - FF Somers	77,140.92	0.00	77,140.92
5080 · Salaries- FF Suiter	53,993.60	0.00	53,993.60
5081 · FF Nicosia	39,673.52	0.00	39,673.52
5084 · FF Rossi	42,914.05	0.00	42,914.05
5085 · Frank, Cory	21,721.92	0.00	21,721.92
5088 · Salaries - Working out of Class	11,669.23	0.00	11,669.23
5090 · Overtime Operations	54,350.44	0.00	54,350.44
5050 · Operations Salary & Wages - Other	0.00	1,459,128.83	-1,459,128.83
Total 5050 · Operations Salary & Wages	1,074,400.43	1,459,128.83	-384,728.40
5100 · Admin Fringe Benefits			
5111 · Retiree Health Benefits	129,363.18	0.00	129,363.18
5120 · Social Security-Admin	2,617.86	0.00	2,617.86
5121 · Medicare-admin	612.15	0.00	612.15
5141 · Unemployment-admin	262.73	0.00	262.73
5151 · Disability Insurance-admin	328.41	0.00	328.41
5161 · Pension-admin	8,541.00	0.00	8,541.00
5100 · Admin Fringe Benefits - Other	0.00	159,639.39	-159,639.39
Total 5100 · Admin Fringe Benefits	141,725.33	159,639.39	-17,914.06
5110 · Operations Fringe Benefits			
5101 · Medicare	15,193.30	0.00	15,193.30
5102 · Social Security	64,964.09	0.00	64,964.09
5140 · Unemployment	3,493.61	0.00	3,493.61
5150 · Disability Insurance	4,211.74	0.00	4,211.74
5160 · Pension	392,411.00	0.00	392,411.00
5170 · Workers Compensation-Career	101,897.00	0.00	101,897.00
5176 · Health Insurance	293,510.93	0.00	293,510.93
9180 · Accident and Disability	57,970.42	0.00	57,970.42
5110 · Operations Fringe Benefits - Other	0.00	1,096,127.47	-1,096,127.47
Total 5110 · Operations Fringe Benefits	933,652.09	1,096,127.47	-162,475.38
5200 · Office Expenses			
5205 · Office Supplies	1,040.71	0.00	1,040.71
5206 · Postage	527.81	0.00	527.81
5210 · Photocopier Lease and Maintenan	3,625.34	0.00	3,625.34
5200 · Office Expenses - Other	0.00	10,250.00	-10,250.00
Total 5200 · Office Expenses	5,193.86	10,250.00	-5,056.14
5201 · Fire Hydrant Rentals	63,840.00	85,120.00	-21,280.00
5220 · Professional Services			
5229 · Accountant	8,149.72	0.00	8,149.72
5230 · Attorney Fees	37,599.70	0.00	37,599.70
5231 · Medical Director	750.00	0.00	750.00
5232 · Payroll Services	5,992.49	0.00	5,992.49

Jackson Twsp Board of Fire Dist No. 3

Profit & Loss Budget vs. Actual

January 1 through September 18, 2023

	Jan 1 - Sep 18, 23	Budget	\$ Over Budget
5233 · Medical Physicals	1,783.00	0.00	1,783.00
5220 · Professional Services - Other	0.00	156,300.00	-156,300.00
Total 5220 · Professional Services	54,274.91	156,300.00	-102,025.09
5250 · JTVFC#1 Fire Suppression	112,573.11	150,098.00	-37,524.89
5270 · Insurance	56,881.33	80,000.00	-23,118.67
5275 · Election	7,207.25	10,000.00	-2,792.75
5280 · Advertising	4,043.52	5,500.00	-1,456.48
5285 · Background Checks	675.00	1,000.00	-325.00
5290 · Uniforms			
5291 · Paidmen Uniforms	17,306.50	0.00	17,306.50
5293 · Volunteer Work Uniforms	169.99	0.00	169.99
5295 · Turnout Gear Upgrades	3,380.48	0.00	3,380.48
5296 · Turnout Gear, Bailout Kit & Har	30,327.90	0.00	30,327.90
5297 · Turnout Gear Replacements	1,900.00	0.00	1,900.00
5290 · Uniforms - Other	0.00	86,500.00	-86,500.00
Total 5290 · Uniforms	53,084.87	86,500.00	-33,415.13
5300 · Training & Education			
5301 · Training & Education-Career	5,534.92	0.00	5,534.92
5302 · Training & Education-Volunteer	5,321.00	0.00	5,321.00
5300 · Training & Education - Other	0.00	42,500.00	-42,500.00
Total 5300 · Training & Education	10,855.92	42,500.00	-31,644.08
5306 · Membership dues lic subs	11,250.51	8,000.00	3,250.51
5400 · Maintenance & Repair			
5401 · M&R Cascade Maint	1,620.00	0.00	1,620.00
5402 · M&R Trucks			
5426 · M&R Unit 5500 Ford Expedition	61.97	0.00	61.97
5427 · M&R Unit 5501 Pierce Pumper	33,967.96	0.00	33,967.96
5430 · M&R 5505 Pierce Ladder	26,413.33	0.00	26,413.33
5431 · M&R Unit 5510 Ford Expedition	3,433.98	0.00	3,433.98
5434 · M&R Unit 5519 Ford Brush	311.62	0.00	311.62
5435 · M&R Unit 5521 Pierce Pumper	1,303.99	0.00	1,303.99
5437 · M&R Unit 5513 Rescue Truck	-1,395.00	0.00	-1,395.00
5438 · M&R Unit 5541 Pierce Pumper	16,762.95	0.00	16,762.95
5402 · M&R Trucks - Other	1,362.00	0.00	1,362.00
Total 5402 · M&R Trucks	82,222.80	0.00	82,222.80
5405 · M&R Computer	10,877.39	0.00	10,877.39
5410 · M&R Air Pack Maintenance	1,272.05	0.00	1,272.05
5415 · M&R Air Pack Testing	369.43	0.00	369.43
5440 · M&R Ladder Testing	1,050.00	0.00	1,050.00
5445 · M&R Hose Testing	3,548.62	0.00	3,548.62
5460 · M&R Extinguisher Maintenance	775.50	0.00	775.50
5465 · M&R Replacement of Damaged Equip	329.98	0.00	329.98
5470 · M&R Rescue Maint-Hurst Tool	85.00	0.00	85.00
5485 · Pump Testing	1,250.00	0.00	1,250.00
5400 · Maintenance & Repair - Other	2,769.04	159,900.00	-157,130.96
Total 5400 · Maintenance & Repair	106,169.81	159,900.00	-53,730.19
5500 · Substation Maintenance			
5501 · M&R Substation- Exterminating	1,295.00	0.00	1,295.00
5505 · M&R Substation-Alarm	480.00	0.00	480.00
5510 · M&R Substation-Cleaning	575.62	0.00	575.62
5515 · M&R Substation-Door	24.75	0.00	24.75
5520 · M&R Substation - Misc	11,905.38	0.00	11,905.38
5525 · M&R Substation - Heating/Air	870.00	0.00	870.00
5540 · M&R Substation-Grounds Maint	549.86	0.00	549.86
5500 · Substation Maintenance - Other	0.00	75,470.61	-75,470.61
Total 5500 · Substation Maintenance	15,700.61	75,470.61	-59,770.00
5600 · Non-Bondables			
5610 · SCBA Cylinders	2,649.28	20,000.00	-17,350.72
5615 · Asset Purchase-Hose and Nozzles	0.00	15,000.00	-15,000.00
5620 · Asset Purchase-Technology	7,536.14	17,000.00	-9,463.86
5630 · Asset Purchase- Radio Equipment	45.05	9,500.00	-9,454.95
5635 · Pass Devices	0.00	3,000.00	-3,000.00
5636 · Fire Equipment	12,498.85	30,000.00	-17,501.15
5639 · Computer Upgrades	0.00	5,000.00	-5,000.00
5600 · Non-Bondables - Other	2,000.00	0.00	2,000.00
Total 5600 · Non-Bondables	24,729.32	99,500.00	-74,770.68
5640 · Utilities			
5655 · Electric	7,337.97	0.00	7,337.97
5660 · Telephone	2,774.27	0.00	2,774.27
5665 · Mobile Phones	2,364.48	0.00	2,364.48
5670 · Water	1,603.55	0.00	1,603.55
5673 · Gas	4,651.07	0.00	4,651.07
5675 · Garbage	2,817.02	0.00	2,817.02
5685 · Water/Sewer	1,082.80	0.00	1,082.80
5640 · Utilities - Other	0.00	30,000.00	-30,000.00

Jackson Twsp Board of Fire Dist No. 3

Profit & Loss Budget vs. Actual

January 1 through September 18, 2023

	Jan 1 - Sep 18, 23	Budget	\$ Over Budget
Total 5640 · Utilities	22,631.16	30,000.00	-7,368.84
5644 · Supplies Expenses			
5645 · EMS Supplies	1,441.72	0.00	1,441.72
5644 · Supplies Expenses - Other	0.00	8,000.00	-8,000.00
Total 5644 · Supplies Expenses	1,441.72	8,000.00	-6,558.28
5690 · Fuel - Trucks	14,973.09	50,000.00	-35,026.91
5700 · Fire Bureau Expenditures			
5738 · Postage-Bureau	200.20	0.00	200.20
5740 · Office Supplies/Eqmnt-Bureau	153.28	0.00	153.28
5741 · Membership Fees-Bureau	512.00	0.00	512.00
5742 · Mobile Phone-Bureau	1,399.84	0.00	1,399.84
5744 · Subscriptions	2,987.25	0.00	2,987.25
5749 · Vehicle Equipment-Bureau	2,437.00	0.00	2,437.00
5700 · Fire Bureau Expenditures - Other	57.02	20,000.00	-19,942.98
Total 5700 · Fire Bureau Expenditures	7,746.59	20,000.00	-12,253.41
5725 · LOSAP	36,044.01	46,200.00	-10,155.99
5735 · Basic Entitlement Grant	0.00	3,257.00	-3,257.00
5754 · Debt Service			
5760 · Serial Bonds-Principal Payment	70,000.00	70,000.00	0.00
5770 · Serial Bonds Interest	1,066.91	1,085.00	-18.09
5780 · Lease Purchase Radios - Prin	0.00	73,762.00	-73,762.00
5785 · Lease Purchase-Pumper Prin	0.00	65,947.00	-65,947.00
5790 · Lease Purchase Radios - Int	0.00	8,153.00	-8,153.00
5795 · Lease Purchase-Pumper Int	0.00	18,978.00	-18,978.00
Total 5754 · Debt Service	71,066.91	237,925.00	-166,858.09
Total Expense	2,885,601.39	4,155,765.93	-1,270,164.54
Net Ordinary Income	-1,028,868.44	275,000.00	-1,303,868.44
Other Income/Expense			
Other Expense			
80000 · Ask My Accountant	-519.95	0.00	-519.95
8001 · Reserve for Future Capital	0.00	275,000.00	-275,000.00
Total Other Expense	-519.95	275,000.00	-275,519.95
Net Other Income	519.95	-275,000.00	275,519.95
Net Income	-1,028,348.49	0.00	-1,028,348.49



//Jackson Bureau of Fire Safety District 3

200 Kierych Memorial Drive

Jackson, NJ 08527

Phone- 732-928-1666 ext. 14 Fax- 732-928-6500

Mgrossman@jacksonfiredist3.org



September 15, 2023

The Bureau has had four Fire Investigations / Responses since last month's meeting.

09/08/2023- Structure Fire- Assist Dist. 4 (Residential)

09/08/2023- Lightning Strike (Residential)

09/08/2023- Lightning Strike (Residential)

09/14/2023- Electric Fire (Residential)

Working with Districts 2, 4, and Knox to have Jackson Twp. use the Dist. 3 key as the only option for future Knox box orders- In Progress

Registering new businesses.

Completed the new Chapter 204 Fire Prevention Ordinance- The DCA is still reviewing it, waiting for their legal dept to finish then we can present it to Jackson Twp for adoption.

Jackson Day is scheduled for Sunday October 15, 2023, with a rain date of October 22, 2023- The town will be having fireworks, landing two helicopters, and have the REMAX hot air balloon.

Construction is ongoing, and vacancies are being filled in the District.

Respectfully submitted,

Michael Grossman
Fire Official

Jackson Township Fire District 3
Fire Bureau Report

2023

Activities	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Non Life Hazard Property Inspections	25	44	25	28	13	43	66	9	19				272
Non Life Hazard Property Reinspections	7	23	16	23	45	22	41	100	33				310
Life hazard Property Inspections	3	19	15	5	17	28	5	15	27				134
Life Hazard Property Reinspections	5	11	10	15	18	8	24	30	15				136
Fire Permits Issued	6	10	4	5	5	12	3	5	6				56
Complaints/Follow Up	0	3	2	3	3	1	1	7	2				22
Other/CO-CCO/Misc	54	122	93	85	102	125	79	155	79				894
Imminent hazards Issued	0	4	0	1	0	3	0	1	0				9
Fire Drill	0	0	0	0	0	1	0	0	0				1
Penalties Issued	5	6	10	2	11	3	5	7	14				63
Fire Investigations/Notifications	2	4	2	2	1	3	1	1	4				20
Construction Plan Reviews	3	2	1	2	5	3	2	3	0				21
Smoke Detector Giveaways	0	0	0	0	0	2	0	0	0				2
Fire Safety Presentations	0	2	0	1	0	0	0	1	0				4