

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 April 8th 2024.

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-Attached

10. Supervisory Commissioner Report
 - 1: Amazon- (2) 30 packs of storage boxes

11. Old Business
 - 1: Fire Recovery Termination
 - 2: Recall Policy
 - 3: Sale of 5511

12. New Business
 - 1: Amended restricted Budget Resolution
 - 2: Wildland SOG
 - 3: Bread Burning
 - 4: Policy of Nondiscrimination

13. Executive

14. Open To Public

15. Adjournment

Jackson Board of Fire Commissioners Dist. #3
Executive Agenda
April 8th, 2024

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
April 8th,2024**

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 Township Volunteer Fire Department located at 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 and McGuire were present.

VOLUNTEER COMPANY REPORT – Company President Chris Drury will send the Board members a quote for the fire house ramp at the main station.

SECRETARIES REPORT- Motion offered by Commissioner Keegan to approve March 2024 Minutes; seconded by Commissioner McGuire, VOTE: All Aye.

CASH BALANCE REPORT: Financial Reports were read by Commissioner Hruschka; A motion was offered to accept the Cash Balance report by Commissioner McGuire; seconded by Commissioner Keegan.
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 the Agenda by Commissioner Keegan 2nd by Commissioner McGuire Vote: All Aye.

OLD BUSINESS- Motion offered by Commissioner McGuire; seconded by Commissioner Keegan to cancel the Fire Recovery subscription effective immediately. Clerk Hode will cancel the subscription. Roll Call Vote: All Aye.

Motion offered by Commissioner Keegan; seconded by Commissioner McGuire to accept the updated recall policy by Resolution. Roll Call Vote: All Aye.

Motion offered by Commissioner McGuire; seconded by Commissioner Keegan to sell 5511 on Gov Deals. Roll Call Vote: All AYE. The districts account with Zoom has been successfully cancelled.

NEW BUSINESS- Motion offered by Commissioner McGuire; seconded by Commissioner Keegan to adopt the amended 2024 Resolution for Authorizing Expenditures. Roll Call Vote: All AYE. Burning of the Bread is scheduled for April 22nd, 2024, at the Sub-station. Chief Halpin and Deputy Chief Moore will discuss the event with FO Grossman.

CLOSED SESSION- Motion offered to enter Executive Session at 8:12PM. by Commissioner McGuire, seconded by Commissioner Keegan. VOTE: All Aye.

OPEN TO THE PUBLIC: Regular session resumed at 8:25 PM. Motion offered by Commissioner McGuire; seconded by Commissioner Keegan to approve overtime to bring in the off-duty career staff to assist with the Burning of the Bread. Roll Call Vote: All AYE.

This meeting was adjourned at 8:30 PM. Roll Call Vote: All Aye.

Motion to re-open the meeting offered by Commissioner McGuire; seconded by Commissioner Keegan. Motion offered by Commissioner McGuire; seconded by Commissioner Keegan to adopt the Resolution to consolidate Districts 2 and 3. Roll Call Vote: All AYE.

This meeting was adjourned at 8:40 P.M. Roll Call Vote: All Aye.

Jackson Board of Fire Commissioners Dist. #3
Closed Session
April 8th, 2024

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 the upcoming event of the Burning of the Bread.

Roll Call Vote; Commissioner Keegan, Hruschka and McGuire.

CLERK:



10:13 AM
04/05/24
Accrual Basis

Jackson Twsp Board of Fire Dist No. 3
Cash Balance Report
As of April 8, 2024

	Apr 8, 24	
	Debit	Credit
1101 · NJ State Cash Management	67,747.82	
1102 · Fulton Bank Fire Bureau 2206	382,682.44	
1107 · Lakeland Bank 764	54,261.56	
1108 · Fulton Bank Payroll 2205	101,155.12	
1109 · Fulton Bank General Fund 2204	26,979.52	
1111 · Fulton Bank MMKT 7655	316,269.09	
TOTAL	949,095.55	0.00

Jackson Twsp Board of Fire Dist No. 3

Treasurer's Report

As of April 8th, 2024

Type	Date	Num	Name	Amount
Apr 1 - 8, 24				
Bill Pmt -Check	04/04/2024	EFT	Amazon	-124.98
Bill Pmt -Check	04/08/2024	7163	Accurate Accoun...	-546.25
Bill Pmt -Check	04/08/2024	7164	Atlantic IT Soluti...	-184.99
Bill Pmt -Check	04/08/2024	7165	BSD Jackson Auto	-1,124.94
Bill Pmt -Check	04/08/2024	7166	Elite Vehicle Sol...	-858.60
Bill Pmt -Check	04/08/2024	7167	Fire and Safety	-4,903.57
Bill Pmt -Check	04/08/2024	7168	National Center f...	-25.00
Bill Pmt -Check	04/08/2024	7169	Ocean County B...	-2,249.98
Bill Pmt -Check	04/08/2024	7170	Plosia Cohen LLC	-1,968.00
Bill Pmt -Check	04/08/2024	7171	ReadyRefresh	-257.85
Bill Pmt -Check	04/08/2024	7172	Richard M Brasl...	-1,500.00
Bill Pmt -Check	04/08/2024	7173	Verizon (hot spots)	-320.08
Bill Pmt -Check	04/08/2024	7174	Vision Service Pl...	-469.78
Bill Pmt -Check	04/08/2024	7175	Wireless Electro...	-569.03
Bill Pmt -Check	04/08/2024	7176	Witmer Public S...	-145.00
Bill Pmt -Check	04/08/2024	7177	National Center f...	-25.00
Apr 1 - 8, 24				-15,273.05

Jackson Twsp Board of Fire Dist No. 3 Profit & Loss Budget vs. Actual January 1 through April 8, 2024

	Jan 1 - Apr 8, 24	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4400 · Bureau of Fire Safety			
4403 · Registration Fees-Dist 3	19,415.01	0.00	19,415.01
4503 · Fines District 3	2,305.00	0.00	2,305.00
4703 · Permit Fees Dist 3	376.00	0.00	376.00
4713 · Life Hazard Fees District 3	9,140.96	0.00	9,140.96
4723 · Bureau Site Plan Review Dist 3	110.00	0.00	110.00
4733 · Fire Reports District 3	10.00	0.00	10.00
Total 4400 · Bureau of Fire Safety	31,356.97	0.00	31,356.97
4600 · General Interest Income	2,911.25	0.00	2,911.25
4800 · Miscellaneous Revenue	391.50	0.00	391.50
Total Income	34,659.72	0.00	34,659.72
Gross Profit	34,659.72	0.00	34,659.72
Expense			
5001 · Admin Salary and Wages			
5002 · Salaries - Admin Clerk	14,759.34	0.00	14,759.34
5225 · Commissioner Salaries	5,000.00	0.00	5,000.00
Total 5001 · Admin Salary and Wages	19,759.34	0.00	19,759.34
5050 · Salries- FF Dufour	2,963.57	0.00	2,963.57
5050 · Operations Salary & Wages			
5053 · Salaries - FF Stacy	31,484.41	0.00	31,484.41
5055 · Salaries - Captain Moore	38,524.40	0.00	38,524.40
5057 · Salaries - FF Hilger	31,505.72	0.00	31,505.72
5058 · Salaries - FF Grossman	34,942.73	0.00	34,942.73
5060 · Salaries - FF McLaughlin	36,494.86	0.00	36,494.86
5062 · Salaries - FF Perrotto	35,238.97	0.00	35,238.97
5064 · Salaries- FF Migliore	22,276.16	0.00	22,276.16
5065 · Salaries-FF Kourris	28,683.28	0.00	28,683.28
5069 · Salaries - FF Somers	29,167.21	0.00	29,167.21
5080 · Salaries- FF Suiter	22,276.15	0.00	22,276.15
5081 · FF Nicosia	17,074.56	0.00	17,074.56
5084 · FF Rossi	17,074.55	0.00	17,074.55
5085 · Frank, Cory	14,801.76	0.00	14,801.76
5088 · Salaries - Working out of Class	3,995.22	0.00	3,995.22
5090 · Overtime Operations	23,055.62	0.00	23,055.62
6009 · 5050-Salaries- Dufour	2,043.84	0.00	2,043.84
Total 5050 · Operations Salary & Wages	388,639.44	0.00	388,639.44
5100 · Admin Fringe Benefits			
5111 · Retiree Health Benefits	43,586.01	0.00	43,586.01
5120 · Social Security-Admin	878.50	0.00	878.50
5121 · Medicare-admin	205.43	0.00	205.43
5141 · Unemployment-admin	88.54	0.00	88.54
5151 · Disability Insurance-admin	110.69	0.00	110.69
Total 5100 · Admin Fringe Benefits	44,869.17	0.00	44,869.17
5110 · Operations Fringe Benefits			
5101 · Medicare	5,544.54	0.00	5,544.54
5102 · Social Security	23,707.92	0.00	23,707.92
5140 · Unemployment	2,323.46	0.00	2,323.46
5150 · Disability Insurance	2,904.25	0.00	2,904.25
5176 · Health Insurance	108,729.03	0.00	108,729.03
Total 5110 · Operations Fringe Benefits	143,209.20	0.00	143,209.20
5200 · Office Expenses			
5205 · Office Supplies	358.86	0.00	358.86
5206 · Postage	136.00	0.00	136.00
5210 · Photocopier Lease and Maintenan	675.00	0.00	675.00
Total 5200 · Office Expenses	1,169.86	0.00	1,169.86
5201 · Fire Hydrant Rentals	21,280.00	0.00	21,280.00
5220 · Professional Services			
5229 · Accountant	1,905.94	0.00	1,905.94
5230 · Attorney Fees	-42,095.66	0.00	-42,095.66
5231 · Medical Director	750.00	0.00	750.00
5232 · Payroll Services	3,927.09	0.00	3,927.09
5233 · Medical Physicals	695.00	0.00	695.00

Jackson Twsp Board of Fire Dist No. 3 Profit & Loss Budget vs. Actual January 1 through April 8, 2024

	Jan 1 - Apr 8, 24	Budget	\$ Over Budget
5234 · Auditor	2,000.00	0.00	2,000.00
Total 5220 · Professional Services	-32,817.63	0.00	-32,817.63
5250 · JTVFC#1 Fire Suppression	38,650.10	0.00	38,650.10
5270 · Insurance	34,112.00	0.00	34,112.00
5275 · Election	7,659.49	0.00	7,659.49
5280 · Advertising	1,194.35	0.00	1,194.35
5285 · Background Checks	750.00	0.00	750.00
5286 · Miscellaneous	403.24	0.00	403.24
5290 · Uniforms			
5291 · Paidmen Uniforms	5,726.89	0.00	5,726.89
Total 5290 · Uniforms	5,726.89	0.00	5,726.89
5300 · Training & Education			
5301 · Training & Education-Career	2,173.64	0.00	2,173.64
5302 · Training & Education-Volunteer	228.00	0.00	228.00
5304 · Career College FF	1,582.50	0.00	1,582.50
Total 5300 · Training & Education	3,984.14	0.00	3,984.14
5306 · Membership dues lic subs			
5309 · NFIRS Expense	11,950.00	0.00	11,950.00
5306 · Membership dues lic subs - Other	482.19	0.00	482.19
Total 5306 · Membership dues lic subs	12,432.19	0.00	12,432.19
5400 · Maintenance & Repair			
5402 · M&R Trucks			
5426 · M&R Unit 5500 Ford Expedition	2,189.88	0.00	2,189.88
5427 · M&R Unit 5501 Pierce Pumper	7,073.37	0.00	7,073.37
5428 · M&R Unit 2019 Chevy Tahoe	2,900.00	0.00	2,900.00
5430 · M&R 5505 Pierce Ladder	6,300.00	0.00	6,300.00
5431 · M&R Unit 5510 Ford Expedition	945.38	0.00	945.38
5434 · M&R Unit 5519 Ford Brush	950.00	0.00	950.00
5438 · M&R Unit 5541 Pierce Pumper	9,567.79	0.00	9,567.79
5402 · M&R Trucks - Other	164.94	0.00	164.94
Total 5402 · M&R Trucks	30,091.36	0.00	30,091.36
5405 · M&R Computer	4,624.98	0.00	4,624.98
5425 · M&R Radio & Pager Maintenance	650.00	0.00	650.00
5450 · M&R Hose Repair	405.00	0.00	405.00
5460 · M&R Extinguisher Maintenance	667.00	0.00	667.00
5475 · M&R Rescue Maint.-Misc	104.97	0.00	104.97
5400 · Maintenance & Repair - Other	3,791.54	0.00	3,791.54
Total 5400 · Maintenance & Repair	40,334.85	0.00	40,334.85
5500 · Substation Maintenance			
5501 · M&R Substation- Exterminating	180.00	0.00	180.00
5510 · M&R Substation-Cleaning	649.82	0.00	649.82
5515 · M&R Substation-Door	745.00	0.00	745.00
5520 · M&R Substation - Misc	942.99	0.00	942.99
5540 · M&R Substation-Grounds Maint	59.98	0.00	59.98
Total 5500 · Substation Maintenance	2,577.79	0.00	2,577.79
5600 · Non-Bondables			
5630 · Asset Purchase- Radio Equipment	1,733.67	0.00	1,733.67
Total 5600 · Non-Bondables	1,733.67	0.00	1,733.67
5640 · Utilities			
5655 · Electric	2,307.63	0.00	2,307.63
5660 · Telephone	1,085.58	0.00	1,085.58
5665 · Mobile Phones	960.24	0.00	960.24
5670 · Water	669.58	0.00	669.58
5673 · Gas	3,555.08	0.00	3,555.08
5675 · Garbage	1,210.06	0.00	1,210.06
5685 · Water/Sewer	566.70	0.00	566.70
Total 5640 · Utilities	10,354.87	0.00	10,354.87
5644 · Supplies Expenses			
5645 · EMS Supplies	1,003.22	0.00	1,003.22
Total 5644 · Supplies Expenses	1,003.22	0.00	1,003.22
5690 · Fuel - Trucks	4,675.95	0.00	4,675.95

10:14 AM

04/05/24

Accrual Basis

Jackson Twsp Board of Fire Dist No. 3
Profit & Loss Budget vs. Actual
January 1 through April 8, 2024

	<u>Jan 1 - Apr 8, 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>
5700 · Fire Bureau Expenditures			
5738 · Postage-Bureau	103.11	0.00	103.11
5740 · Office Supplies/Eqmnt-Bureau	284.00	0.00	284.00
5741 · Membership Fees-Bureau	182.00	0.00	182.00
5742 · Mobile Phone-Bureau	142.85	0.00	142.85
5744 · Subscriptions	3,500.00	0.00	3,500.00
5749 · Vehicle Equipment-Bureau	777.75	0.00	777.75
5700 · Fire Bureau Expenditures - Other	35.00	0.00	35.00
Total 5700 · Fire Bureau Expenditures	5,024.71	0.00	5,024.71
5725 · LOSAP	25,500.00	0.00	25,500.00
Total Expense	785,190.41	0.00	785,190.41
Net Ordinary Income	-750,530.69	0.00	-750,530.69
Net Income	-750,530.69	0.00	-750,530.69



Jackson Bureau of Fire Safety District 3
200 Kierych Memorial Drive
Jackson, NJ 08527
Phone- 732-928-1666 ext. 14 Fax- 732-928-6500
Email- Mgrossman@jacksonfiredist3.org



April 3, 2024

The Bureau has had 4 Fire Investigations / Responses since the last Commissioners meeting.

- 3/23/2024- Vehicle Fire (Residential- Cover Dist 2)
- 3/25/2024- Structure Fire (Residential)
- 3/29/2024- Vehicle Fire (Multifamily- Cover Dist 4)
- 4/1/2024- Electrical (Residential)

Still Waiting- DCA- Reviewing the new Chapter 204 Fire Prevention Ordinance.

Scheduling fire prevention for Spring.

The Bureaus are working with a grant writer for a Knox Box grant. This grant will be to change all the Knox Box cores to electric key cores and update all apparatus to the new electric Knox Box system.

Participated in a safety presentation for the residents at Westlake.

Registering new businesses.

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael Grossman".

Michael Grossman
Fire Official



Jackson Township Fire District # 3

Chiefs Report

April 8'Th 2024



- Attended Ocean County Chiefs Joint Chiefs Meeting with on 4/1/24. – OSHA changes Regarding multiple standards and possible impact on fire departments under review. Public comment period has been extended until 06/24/24.
 - o Zone 4 structural Response – Nothing changing on our end 5541 will still be utilized for this response. Ensure our district is covered prior to responding in the event we are toned out for this. An operational period according to Ocean County Coordinators is to be considered a 24 hour period. We are not stopped from coordinating our own swapping of crews (which we have done in the past and has not been an issue, just to reiterate.)
- Joint RIT Drill that was to be held at Toms River Fire Academy on 3/30/2024 with stations 55, 75 and 26. Was cancelled due to budget situation... unfortunately with budget not approved and operating on temporary budget, career staff would not have been able to attend. Career staff plays a VITAL role in our RIT response and I want them present with any outside agency drills.
- Last drills included a walk thorough of London drive mua plant, ground ladders, vent enter isolate and search, and large area search.
- FEMA accepted civil rights policy on 4/1/24 Chief Moore will present to board. Thank you to Chief Moore for working on this.
- Capt. Perrotto has done an amazing job at correcting our mobile and portable radio issues. ALL issues with Lakewood Zone and transmitting on OC Fire Ops 4 as well as JK Fire Ops 3 issue has been resolved. I truly want to thank him for his work and dedication.
- Capt. Perotto also completed radio class with Capt. Giovonetti from Jackson PD on programming.
- Chief Moore and I are working on updating MARP's for district 3 to continue to ensure apparatus and manpower are available and adequate for the districts needs in certain areas.
- Volunteer Company is still working on recruiting efforts.
- First Due Update
 - a. CAD connection completed
 - b. Starting to utilize build out platforms.

Apparatus

- 5500 – No reported repairs
- 5510- Went to Elite and had all the emergency lights repaired, the only issue it still is having is the right alley light still flickers when turned on, Elite is trying to locate the item they need to correct this but due to the age of the light bar it may take some time. Unit 5510 is back and in service.
- 18307 – No reported repairs
- 5501- While responding to a call it was noticed that the front driver side brake was smoking, Fire & Safety checked it out and discovered that the front calipers need to be replaced, parts are on order 5501 is O.O.S
- 5504 – No reported repairs
- 5505 – Repaired basket scene lights that were loose, repaired driver side entry door of the basket (not latching properly) repaired one pump panel light that was out. Pike pole holder rear of truck broke loose – repair was made in house.