

Board of Fire Commissioners

Fire District #2
Township of South Brunswick

Regular Meeting
Third Monday at 8 P.M.
Monmouth Junction Fire House

P.O. Box 114
Monmouth Junction, N.J. 08852

AGENDA ***May 16, 2011***

1. Notice of Compliance

This meeting is being held in compliance with the Public Law Meeting Notice of the Public Laws of 1975. Notice of this meeting was given by way of annual notice filed with the Township Clerk, The South Brunswick Post, The Home News & Tribune and posted on the bulletin board of the South Brunswick Township Municipal Building, March 2011.

2. Roll Call

3. Address From the Floor

4. Approval of Minutes April 18, 2011

5. Professional Reports

A. Fire Chief

B. District Coordinator

C. Insurance Chairman

D. Treasurer

E. Joint Code Enforcement Board Representatives

F. Legislative Report

6. Order of Business

A. Items Timely and Important

7. Voucher List

(See Attached)

8. Address From Floor

9. Adjournment

Voucher List

<i>A</i>	Christine Smith	\$80.00
<i>B</i>	Supermedia LLC.	19.95
<i>C</i>	Kleen-Tec Maintenance, LLC	415.00
<i>D</i>	Midco Waste # 689	169.62
<i>E</i>	Verizon Wireless	304.24
<i>F</i>	PSE&G	1,733.83
<i>G</i>	Alan Landscaping LLC	668.75
<i>H</i>	TASC Fire Apparatus, Inc.	31.59
<i>I</i>	TASC Fire Apparatus, Inc.	382.92
<i>J</i>	TASC Fire Apparatus, Inc.	138.43
<i>K</i>	TASC Fire Apparatus, Inc.	1,472.10
<i>L</i>	Approved Fire Protection Co.	69.90
<i>M</i>	Approved Fire Protection Co.	350.00
<i>N</i>	Approved Fire Protection. Co	287.25
<i>O</i>	Approved Fire Portection. Systems Inc	207.14
<i>P</i>	Somerset County Emergency Services Training Academy	1,575.00
<i>Q</i>	Middlesex County Fire Academy	500.00
<i>R</i>	Middlesex County Fire Academy	60.00
<i>S</i>	United Communications Corp.	229.07
<i>T</i>	Affiliated Computer Services	330.00
<i>U</i>	Agin Signs & Designs	150.00
<i>V</i>	NJ Division of Fire Safety	397.00
<i>W</i>	Witmer Public Safety Group, Inc.	171.60
<i>X</i>	McMaster-Carr Supply Co.	72.46
<i>Y</i>	Quest Diagnostics, Inc.	212.70
<i>Z</i>	Donald C. Rodner, Inc.	565.98
<i>AA</i>	New Jersey Fire Equipment company	294.59
<i>BB</i>	Verizon	334.82
<i>CC</i>	Quick Response Fire Protection, Inc.	411.40
<i>DD</i>	West Payment Center	50.00

} 1 check

approved 6/20/11 JS

REGULAR MEETING SOUTH BRUNSWICK TOWNSHIP
BOARD OF FIRE COMMISSIONERS – DISTRICT #2
May 16, 2011

1. CALL TO ORDER:

The meeting was called to order by Chairman Spahr at 7:30 p.m. followed by a salute to the flag.

2. NOTICE OF COMPLIANCE:

Chairman Spahr read the Public Laws Meeting Notice of the Public Laws of 1975.

3. ROLL CALL

Present: Comm. Bellizio
Comm. Potts
Comm. Smith
Comm. Young
Comm. Spahr

4. ADDRESS FROM THE FLOOR

No one from the floor desired to address the Board.

5. APPROVAL OF MINUTES

A motion made by Comm. Smith seconded by Comm. Potts to approve the minutes of the April 18, 2011 regular meeting. Roll call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

6. PROFESSIONAL REPORTS

Chief's Report:

Chief Brian Spahr reviewed the April 2011 Activity Report (see attached).

Most of the physicals have been completed. A few have not and we are working with the members to complete them. The target date for completion is the end of the month.

There are a couple of parades that some of the members have expressed an interest in attending. Milltown is having a parade on June 4th and Jamesburg is having a Memorial Day Parade. I am not sure we will have enough to go to either parade but will ensure we have adequate coverage.

We are planning to hold a refresh or review on hybrid cars and their challenges. A few years back we had a guy that works out of Robert Wood, David Dalrumple, who also writes for Fire House Magazine speak to us. We would like to bring him in as he is very knowledgeable and a very good speaker. Three departments are interested in a joint drill and it was agreed that the cost would be split. We are targeting this for a September timeframe and once I have some definite costs I will bring that back to the Board.

District Coordinator's Report:

Coordinator Wolfe reviewed the Coordinator's Report (see attached).

Highlights of the report are:

Pumper 206 was taken to Fire & Safety for service and hopefully it will be back this week.

Quick Response was at the stations to perform quarterly inspections on the fire suppression systems. At Station 20, they also installed a pressure relief valve in the suppression system so it will not build pressure over 150 psi.

Donald Rodner was at Station 20 for the quarterly inspection on the A/C, heating, and air handling equipment. No problems were found. Although, the fan in the air handling unit for the office area does not shut down when there is no call for heat or A/C. Rodner is expected back next week.

All the air monitoring meters are back in service.

Coordinator Wolfe purchased Thompson Water Seal and applied it to the area that the water is seeping through the concrete blocks at Station 20. Since applying the water seal, we have not had any hard rain. A contractor called to give a quote to seal the area and he was advised that we decided not to do the sealing at this time.

Service on the Hurst tools has not been complete but must be rescheduled.

Coordinator Wolfe sent VFIS a letter requesting they remove the part-time employee from the workman's compensation insurance. They sent a letter to Travelers and Travelers responded that they removed the part-time employee coverage. The difference in the premium will be reflected next year.

Treasurer's Report:

Comm. Young reported that one receipt was received from the U.S. Treasury in the amount of \$55.76 which is a refund of withheld interest on the PNC checking account. The check was deposited on April 26th.

Coordinator Wolfe delivered today the supporting documents to the auditor for the 2010 audit. The auditor was not able to open Quick Books and documents were downloaded tonight and will be mailed out to them.

The financial status reports were put in the Commissioner's mailboxes this afternoon. There are no problems with any of the accounts.

Comm. Young is still working on creating a new voucher form. It will be a few more months before it is complete.

Joint Code Enforcement Board Representation:

Comm. Bellizio reported there was no meeting held on April 20th. Alt. Comm. Spahr and Alan Laird also attended. Melanie has resigned as secretary to the Joint Board. Alan advised he lost his secretary and he has been spending more time in the office and not on the road. From the

beginning of the year to April 20th, dues, registrations, permits, and tenancy income is up \$34,481 over the same period as last year. He is ahead \$26,000 on local registrations from last year. He redid his contract that ends this year with a 2 year extension to save positions and keep personnel. That's the report on the meeting that did not happen and I personally see no reason for us to be involved with the Joint Board of Fire Commissioners when District 2 has all the representation. There was no representation that evening from any of the other districts. I was informed prior to the meeting, by Melanie, that Chairman Larry Rosenberg from District 1 would be absent, although I expected other representation from them. Very rarely does District 3 ever have more than one representative at any meeting during the two years I have attended. I personally find it a complete waste of our time.

Legislative Report:

Comm. Potts reported the Governor signed the Junior Firemen Bill and a copy has been placed in your mailboxes. I do have concerns with the stipulation that we provide insurance coverage to the junior firemen that is identical to the coverage we provide to the regular firemen. There is a difference between what the regular firemen do as opposed to the junior firemen. You cannot provide the same coverage. Workman's comp will not allow it. Comm. Young asked if we had a junior firemen's group and Scott Smith indicated we do but they are not very active. Comm. Smith indicated the junior firemen basically put it on their resumes but we should close their availability to join the fire department.

Comm. Potts reported he put a package in the Commissioner's mailboxes about the town council in Spring Lake Heights dissolving the fire district.

7. MATTERS TIMELY AND IMPORTANT

Chairman Spahr suggested going back to the Township and to suggest having the Joint Board dissolved. The ordinance was never updated. Mr. Spahr also suggested asking the township manager if he will agree to have this district included in the interviewing process. Comm. Bellizio said how can we discuss it when no one shows up. I have not seen full representation from District 3 in two years. I feel it is a waste of time. Chairman Spahr said to think about it for one month.

Comm. Smith said he is in total agreement to have it disbanded. We are in good graces with the township and we are the only Board that has contributed anything. I think the Board needs to explain our dissatisfaction with the no shows and we request that Fire Safety still provide us with the documentation and reporting they normally do for the Joint Board. I think we need to get everything in writing and we still need the input and be involved in the interviewing process.

Comm. Bellizio stated we are not even reorganized. Comm. Smith said over the years this has been an ongoing problem. We even changed the rules for a quorum. We only need representation from two districts instead of three along with the fire official. We've done everything we can.

Energy Audit:

Chairman Spahr reported that he called Tri-State again on May 11th and spoke with Jeff. Jeff explained that there is a category of waiting for a deposit. That is how we have been labeled and I told Jeff that we had problems with the auditors over this. As of May 11th, we have been taken out of that category. They will be out in the early part of July.

Comm. Potts read a letter that he was not happy about. Comm. Smith has resigned from the Board effective May 31, 2011. Comm. Smith extended a thank you to the Board indicating it has been a pleasure. Comm. Young added that he echoed Comm. Potts' comments. Chairman Spahr expressed his thanks to Comm. Smith and appreciated all his efforts. Comm. Young stated that Chuck has been an exemplary commissioner. He tackled a lot of projects and has saved us a lot of money.

Chairman Spahr reported that the contract for employment for Scott Smith has been filled out and provided to Coordinator Wolfe. On page 2, the paragraph needs to be amended slightly with respect to salary.

A motion was made by Comm. Young and seconded by Comm. Bellizio to authorize Chairman Spahr and the District Clerk to sign the contract. Roll call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-abstain, Comm. Young-yes, Chairman Spahr-yes.

8. VOUCHER LIST

Comm. Potts made a motion seconded by Comm. Smith to approve the voucher list as submitted. Roll call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

9. ADDRESS FROM THE FLOOR

No one from the floor desired to address the Board.

Comm. Potts mentioned that the NJ Fire Institute has a banquet and two awards that are presented each year. One award is for the Outstanding Legislature for the State and the other award is for a Lifetime Achievement Award. Comm. Potts has nominated John Maltby for this award. He has answered over 7,000 first aid calls. He will receive the award on June 13th.

Chief Spahr added that a couple of weeks ago Kendall Park had a structural fire in the trailer park. Our guys were involved as well as Kingston. During the overhaul stage, a few of the firefighters (none from Monmouth Junction) as well as Fire Safety were overcome with fumes or some type of toxic environment that was in the trailer. Some of the firefighters became lightheaded and experienced headaches. A couple of the firefighters were transported to the hospital, treated, and released. Coordinator Wolfe said that OSHA paid a visit to Fire Safety and Kendall Park to review their respiratory protection program and records. This is just another reminder to ourselves to make sure all our details are in order and that we follow the rules.

Chief Spahr thanked Chuck Smith on behalf of the department and himself and stated that he has always been very supportive of the members and the benefits that are offered to the firefighters.

A motion was made by Comm. Young seconded by Comm. Smith to adjourn the meeting.

Meeting adjourned at 8:12 pm.

The next meeting of the Board will be on June 20, 2011 at 7:30 pm.

Respectfully Submitted

Christine Smith, Recording Secretary

Monmouth Junction Volunteer Fire Department
Monthly Activity Report
April 2011

FIRE RUNS

- 16 System Malfunctions
- 12 False Calls
- 2 Structure Fires
- Vehicle Fires
- Refuse Fires
- 1 Spill / Leak No Ignition
- Arcing / Shorted Electrical Equipment/ Electrical problem
- 2 Fires
- Assist Police / EMS
- Trees, Brush, Grass Fires
- 1 Extrications
- Hazardous Condition
- 4 Smoke Scare
- Rescue Call
- Smoke / Odor Removal / Problem
- Service Call
- Stand-By / Cover Assignment/ Cancelled en route
- 1 Other

39 Total Runs for 203.66 Man-Hours

DEPARTMENT ACTIVITIES

- 1 Regular Department Monthly Meeting
- 1 Worknight
- 2 Drill
- 1 Chief's Meeting
- 1 Line Officer's Meeting
- 1 Joint Uniform Fire Code Enforcement Board
- 1 Public Relations
- 1 Board of Fire Commissioner's Meeting

236.00 Man-Hours

Total Man-Hours for April 2011: 439.13

Referrals To Fire Safety - 6

On Scene Called - 1

Coordinators Report

May 16, 2011

- Pumper 206 was taken to Fire & Safety last week for full service and warranty problems that we have reported in the past. The truck is still out of service, hopefully it will be back this week.
- Quick Response Fire Protection was at the stations the beginning of the month to do the quarterly inspection on the buildings fire suppression system. They were also at Station 20 to install a pressure relief valve in the suppression system so it will not build pressure over 150 psi.
- Donald C Rodner was at Station 20 for the quarterly inspection on the A/C, Heating, and Air Handling equipment. No problems were found however, the air handling unit for the office area has developed a problem of the fan not shutting down when there is no call for heat or ac. I expect Rodner back this week.
- All the department air monitoring meters are back in service.
- After our discussions last month regarding the sealing of the out side of the stations, I purchased a gallon of Thomson Water Seal and applied it to the area that we think the water is seeping through the block in the main office. As of today we have not had a hard rain the see the results.
- Service on the Hurst tools was scheduled twice, but has not been complete as of this date and must be scheduled in the near future,