

Board of Fire Commissioners
Fire District #2
Township of South Brunswick

Regular Meeting
Third Monday at 7:30 P.M.
Monmouth Junction Fire House

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

AGENDA
June 16, 2014
7:30 PM

1. ***Call to Order and Pledge of Allegiance***
2. ***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 2014.
3. ***Roll Call***
4. ***Public Comment***
5. ***Approval of Minutes***
 - A. May 19, 2014 Regular Meeting
6. ***Professional Reports***
 - A. Fire Chief
 - B. District Coordinator
 - C. Insurance Chairman
 - D. Treasurer
 - E. Legislative Report
7. ***Old Business***
 - A. Update on Station 20 Weight Room Renovation
 - B. Update on Station 21 Floor Re-Surfacing
 - C. Update on New Firefighter Bail-Out System
 - D. Discussion on Station 20 HVAC Engineering Study Report
8. ***New Business***
 - A. Resolution #14-18 – Declaration of Surplus Equipment (Vectra)
 - B. Discussion/Approval on Breathing Air Compressor Maintenance Contract
 - C. Discussion/Approval on Turnout Gear Cleaning/Maintenance
 - D. Discussion/Approval on Station 21 Emergency Generator Repairs
9. ***Voucher List***

(See Attached)
10. ***Public Comment***
11. ***Adjournment***

Voucher List

<i>A</i>	Kleen-Tec Maintenance, LLC	415.00
<i>B</i>	Midco Waste #689	255.64
<i>C</i>	Verizon Wireless	303.52
<i>D</i>	PSE&G	1,334.51
<i>E</i>	Verizon	329.03
<i>F</i>	Alan Landscaping, LLC	668.75
<i>G</i>	Poland Spring Water Co.	57.08
<i>H</i>	OK Enterprises, LLC	2,100.00
<i>I</i>	VFIS	2,192.04
<i>J</i>	Scott Smith	91.88
<i>K</i>	All Hands Fire Equipment	522.00
<i>L</i>	South Brunswick Water & Sewer Revenue	1,377.54
<i>M</i>	Approved Fire Protection Systems	243.50
<i>N</i>	Trugreen Processing Center	500.00
<i>O</i>	CMF Business Supplies, Inc.	403.09
<i>P</i>	Middlesex County Fire Academy	446.00
<i>Q</i>	Image Systems	165.00
<i>R</i>	New Jersey State Assoc. of Fire Districts	300.00
<i>S</i>	Home News Tribune	166.04
<i>T</i>	KSi Consulting Engineers, LLC	2,307.50
<i>U</i>	Access Health	485.00
<i>V</i>	Valley Distributors	184.20
<i>W</i>	Battery Zone Inc.	39.00
<i>X</i>	Roth Bros., Inc.	1,721.05
<i>Y</i>	Monmouth Junction Vol. Fire Department	8,647.89
<i>Z</i>	Richard M. Braslow, Esq.	16.00
<i>AA</i>	Armorpoxy, Inc.	20,358.00
<i>BB</i>	Alizio Seal Coating & Maintenance Inc.	2,000.00
<i>CC</i>	Witmer Public Safety Group, Inc.	1,050.40
<i>DD</i>	Minerva Cleaners	1,752.78

approved 7/21/14

REGULAR MEETING
SOUTH BRUNSWICK TOWNSHIP
BOARD OF FIRE COMMISSIONERS – DISTRICT #2
June 16, 2014

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order by Chairman Spahr at 7:30 pm 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
 Chairman Spahr

4. PUBLIC COMMENT

No one from the floor desired to address the Board.

5. APPROVAL OF MINUTES

A motion made by Comm. Potts seconded by Comm. Young to approve the minutes of the May 19, 2014 regular meeting. Roll call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

6. PROFESSIONAL REPORTS

A. Chief's Report

Chief Scott Smith reviewed the May 2014 Activity Report (see attached).

Chief Smith reported that the Township will be having their Independence Day fireworks celebration on Friday July 4th. All three Fire Departments will be providing fire protection for the event as in years past.

Chief Smith reported that he is researching the need to have the fit test machine utilized by all three Fire Departments calibrated. Chief Smith reported that the unit has been in service for almost 10 years and has never been calibrated. Chief Smith further reported that the cost for calibration by the manufacturer is almost \$800.00, not including any repairs that may be needed. Chief Smith reported that the cost of a new machine is over \$8,600. Chief Smith reported that he will continue researching this topic and will speak to the other Township Fire Chiefs to discuss splitting the cost of the calibration between the three Fire Departments.

Chief Smith requested permission to purchase three 2-1/2 inch hydrant gate valves from Continental Fire & Safety at a cost of \$1,365.20. The Chief's request will be brought up under New Business for discussion.

B. District Coordinator's Report

Coordinator Scott Smith reviewed the June 2014 Coordinator's Report (see attached).

During the report on the preventive maintenance and repairs to Engine 208, Coordinator Smith reported that the truck will be going back to Campbell Supply tomorrow to address two minor pump issues that were found when the truck came back from service.

Coordinator Smith reported that Fire Security Technologies was on site today to perform the annual fire alarm system testing at both fire stations. The alarm systems in both buildings passed with no repairs needed.

Coordinator Smith reported that Alan Landscaping was at Station 20 today to trim the bushes around the building.

C. Insurance Chairman's Report

Coordinator Scott Smith reviewed the June 2014 Insurance Report (see attached).

D. Treasurer's Report

Comm. Young reported that there have been no deposits since the last meeting.

Comm. Young distributed the latest monthly financial reports to the Commissioners mailboxes earlier this afternoon. Comm. Young reported that there is only about \$20,000 left in the Maintenance & Repair line item due to the costs for repairs to Trucks 201 & 208. Comm. Young further reported that any discretionary spending in this category will be delayed until the end of the year.

E. Legislative Report

Comm. Potts reviewed the June 2014 Legislative Report (see attached).

7. OLD BUSINESS

A. Update on Station 20 Weight Room Renovation

Coordinator Smith reported that he has been in contact with the vendor regarding the status of the weight room flooring and equipment. All equipment has been ordered and the vendor is waiting to take delivery. Coordinator Smith further reported that the vendor will be contacting him when they are ready for installation.

B. Update on Station 21 Floor Re-Surfacing

Coordinator Smith reported that the new flooring was installed on June 9th and 10th. Coordinator Smith further reported that Chairman Spahr and Comm. Smith committed a great deal of time and effort prepping the floor for the installation, and have spent additional time moving all equipment back in as well as caulking around all edges of the engines bays and compressor room. Coordinator Smith reported that the vendor will be returning in the next week or two to install tiles printed with the Fire Department's logo.

Coordinator Smith reported that there is a voucher on the list to Armorpoxy, Inc. in the amount of \$20,358.00 for the installation. Coordinator Smith further reported that the company will be reimbursing the District for materials not used and the caulking.

Coordinator Smith also reported that he is researching pricing on a Zamboni-style floor scrubber and electric leaf blower for Station 21.

C. Update on New Firefighter Bail-Out System

Coordinator Smith reported that the retrofitting of the turnout pants is in progress, and should be completed by the end of July. Coordinator Smith further reported that the vendor has done a very good job installing the loops on the pants, as well as making repairs to the gear as needed.

Coordinator Smith reported that he ordered two harnesses, which have been issued to officers to demo. Coordinator Smith further reported that he will order the remaining harnesses once the retrofitting of the turnout pants is completed. Coordinator Smith also reported that the harness training has been tentatively scheduled for September.

D. Discussion on Station 20 HVAC Engineering Study Report

Coordinator Smith reported that there is an invoice on the voucher list to KSi Consulting Engineers, LLC in the amount of \$2,307.50, which is less than the quoted amount of \$3,500.00.

Chairman Spahr reported that he has spoken with Comm. Smith regarding the recommendations in the study, and that it is their opinion to concentrate on the office HVAC system at this point. Chairman Spahr reported that preliminary pricing for the repairs to the office systems are approximately \$7,800.00, which was not budgeted for in 2014. Chairman Spahr further reported that \$7,500.00 was budgeted for HVAC maintenance in 2014, with approximately \$3,500.00 being expended to this point.

Chairman Spahr reported that he has attempted to contact Don Rodner to obtain pricing to lock the dampers open and eliminate two of the three thermostats on the office system, but has not been able to reach him. Chairman Spahr estimates this work to cost approximately \$500.00. Commissioner Young reported that there may be funds available later in the year as the Station 21 flooring project came in under budget.

This topic will be discussed further next month.

8. NEW BUSINESS

A. Resolution #14-18, Declaration of Surplus Equipment

Coordinator Smith reported that he has contacted the Police Department and other two Fire Departments to gauge any interest in the Vectra weight machine that is being replaced. Comm. Young asked Coordinator Smith to investigate what options are available to sell the weight machine. This topic will be discussed further next month.

B. Discussion/Approval on Breathing Air Compressor Maintenance Contract

Coordinator Smith reported that he received the renewal of the maintenance contract for the Bauer breathing air compressor from Air & Gas Technologies at a cost of \$1,450.00 and recommended renewing the contract.

A motion made by Comm. Smith seconded by Comm. Potts to approve the renewal of the breathing air compressor maintenance contract with Air & Gas Technologies at a cost of \$1,450.00. Roll call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

C. Discussion/Approval on Turnout Gear Cleaning/Maintenance

Coordinator Smith reported that as part of the retrofitting of the turnout pants, he has spoken with the salesman from Minerva Cleaners regarding the cleaning of the turnout gear. Coordinator Smith reported that the company manufactures and sells a soap and dispensing system specifically for turnout gear, which is intended to get the gear cleaner and extend its life. Coordinator Smith reported that the Fire Department currently utilizes regular bleach-free laundry detergent in the washer/extractor at Station 20. Coordinator Smith further reported that the dispensing system would be an add-on to the washer/extractor, at a cost of \$649.00.

After discussion, a motion made by Comm. Smith seconded by Comm. Bellizio to table this topic and by a voice vote all voted in affirmative.

D. Discussion/Approval on Station 21 Emergency Generator Repairs

Coordinator Smith reported that the generator at Station 21 was serviced by Cummins Power Systems on April 1st, at which time they identified issues with the muffler, block heater and temperature gauge. Coordinator Smith further reported that Cummins was supposed to submit an estimate for the repairs, but have not as of yet after repeated phone calls.

Coordinator Smith and Comm. Smith will each reach out to Cummins to obtain the estimate for the repairs.

A motion made by Comm. Bellizio seconded by Comm. Smith to approve the Chief's request to purchase three 2-1/2 inch hydrant gate valves at a total cost of \$1,365.20 from Continental Fire & Safety. Roll Call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

9. VOUCHER LIST

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

10. PUBLIC COMMENT

No one from the floor desired to address the Board.

11. ADJOURNMENT

A motion to adjourn was made by Comm. Young seconded by Comm. Bellizio and by a voice vote all voted in affirmative. Meeting adjourned at 9:31 pm.

Respectfully Submitted,

Scott Smith, Fire District Coordinator

Monmouth Junction Volunteer Fire Department
Monthly Activity Report
May 2014

INCIDENT RUNS

Structure Fires
2 Vehicle Fires
Dumpster/Trash/Refuse Fires
1 Trees, Brush, Grass, Mulch Fires
1 Fires, Other
1 Vehicle Extrications (Jaws)
1 Motor Vehicle Accident (No Extrication, No Spill)
1 Rescue Call (Elevator, Trench, Confined Space, High Angle, Animal, etc.)
2 Haz-Mat Spill / Leak No Ignition
Arcing / Shorted Electrical Equipment / Power Line Down / Electrical Problem
Hazardous Condition
2 Service Call (Unauthorized Burning, Water Problem/Leak, etc.)
1 Assist Police / EMS / Landing Zone
Stand-By / Cover Assignment
Dispatched & Cancelled En Route
Smoke Scare / Odor Removal / Problem
13 System Malfunctions
9 Unintentional System / Detector Operation
2 False Calls
Other

36 Total Runs for 166.32 Man-Hours

DEPARTMENT ACTIVITIES

1 Board of Fire Commissioners Meeting
1 Chief's Meeting
Line Officer's Meeting
1 Regular Fire Department Monthly Meeting
Relief Association Meeting
OEM Meeting
2 Work Night
Work Detail
2 Drills
Training Session
Parade/Wetdown
1 Public Relations
Stand-by Assignment
Viewing/Funeral

240.25 Man-Hours

Total Man-Hours for Month: 406.57

Fire Safety:

Referrals Sent – 12

Responded to Scene – 2

Fire District Coordinator's Report June 16, 2014

- Approved Fire Protection was on site on 5-22-2014 to perform the 6-month inspection on the kitchen hood fire suppression system.
- Alizio Seal Coating performed the sealing of the cracks in the driveways at both stations on 5-27-2014. They stated that they will come back to seal several areas in the main parking lot at Station 20 which were too big to seal using the machine they use to fill cracks. I will be looking into prices to repair these small sections for next year's budget.
- Image Systems was on site on 5-30-2014 to service and repair several issues with the photo copier.
- Engine 208 was taken to Campbell Supply Co. on 5-19-2014 for its annual preventive maintenance service. During the service it was found that the truck needed brakes on all four corners. There was excessive labor just to remove the wheels from the truck, in addition to parts. Total cost for the brake repairs as quoted was \$8,125.84. After speaking with Commissioner Young, Campbell Supply was instructed to proceed with the necessary repairs. Several other issues were found with the truck during the service which required repair as well, including several pump items.
- Tower 201 was taken to Fire & Safety Services on 6-2-2014 for its annual preventive maintenance. Multiple items were found during the service, including various hoses and parts in need of replacement. Rough estimate for the repairs was just under \$6,000.00. After speaking with Commissioner Young, Fire & Safety Services was instructed to proceed with the necessary repairs. It should be noted that the truck is 11 years old this year, and these are the first significant items that needed to be repaired on the vehicle.
- Roth Bros. was at Station 20 on 6-3-2014 to perform the roof preventive maintenance. The tech identified and repairs several areas around the roof, including one spot above the side door where there has been numerous issues in the past. I will be looking into repair options of the soffit for later this year.
- Station 20 was used as a polling place for the primary election on 6-3-2014.
- I completed the online closeout process for the 2012 Assistance to Firefighters Grant on 6-5-2014. FEMA personnel will be reviewing our final report and will notify us if everything is in order or if there are any discrepancies.
- Car 200 (2014 Tahoe) was taken to Absolute Fire Protection on 6-10-2014 for repairs to the interior dome lighting which was not working. It was determined that the issue was caused by a wire rubbing above the headliner. The repair was made under warranty and the truck was back the same day.

- Several Fire Dept. members have worked on Brush Truck 202 to diagnose the mechanical issues. It was determined that the left front wheel cylinder was leaking. As such, both front wheel cylinders & brakes shoes and hoses will be replaced. The brakes drums will also be cut. The last brake service performed on the truck was in 1993, over 20 years ago.
- Fire Dept. President Tom Noon donated a filing cabinet to the district, which I had originally requested permission to purchase late last year. Several members and I picked up the cabinet on a worknight and placed it in the loft at Station 20. I will be working to organize some of the District files to gain additional cabinet space in the coming weeks. The cost of a new cabinet of similar dimensions would have been approximately \$800.00.
- I completed a total of 5 pre-plans in May for a total of 30 in 2014.

Insurance:

- Invoice on voucher list to VFIS for quarterly installment of Group Term Life Insurance coverage in the amount of \$2,192.04.

SESSION LAWS

BILL REPORT FOR FIRE & EMERG SERVICES FOR 05/22/14 - 06/12/14

PAGE 1 OF 2

A-410 Bucco, Anthony (R-25); Bramnick, Jon (R-21); Johnson, Gordon (D-37); Quijano, Annette (D-20)
Establishes DOT roadside memorial program for fallen police officers, EMS workers, and firefighters.

Related Bill: S-1567

Position: Support

- Jan 14, 2014 - Proposed for Assembly introduction
- Jan 16, 2014 - Introduced in Assembly
- Jan 16, 2014 - Referred: Assembly Homeland Security and State Preparedness
- Jun 12, 2014 - Posted: Assembly Homeland Security and State Preparedness

A-1503 DeAngelo, Wayne (D-14); Andrzejczak, Bob (D-1)

Clarifies that members of volunteer first aid squads that bill third parties do not lose right to use emergency warning lights.

Related Bill: S-1451

Position: Support

- Jan 14, 2014 - Proposed for Assembly introduction
- Jan 16, 2014 - Introduced in Assembly
- Jan 16, 2014 - Referred: Assembly Homeland Security and State Preparedness
- Jun 12, 2014 - Posted: Assembly Homeland Security and State Preparedness

A-1504 DeAngelo, Wayne (D-14); Andrzejczak, Bob (D-1)

Revises definition of volunteer first aid, rescue, and ambulance squad under New Jersey Highway Traffic Safety Act of 1987.

Related Bill: S-1450

Position: Support

- Jan 14, 2014 - Proposed for Assembly introduction
- Jan 16, 2014 - Introduced in Assembly
- Jan 16, 2014 - Referred: Assembly Homeland Security and State Preparedness
- Jun 12, 2014 - Posted: Assembly Homeland Security and State Preparedness

A-2779 Andrzejczak, Bob (D-1); Mazzeo, Vincent (D-2)

Increases maximum municipal contribution to fire districts and volunteer fire companies; indexes amount biennially for inflation.

Related Bill: S-1480

Position: Support

- Feb 27, 2014 - Proposed for Assembly introduction
- Mar 10, 2014 - Introduced in Assembly
- Mar 10, 2014 - Referred: Assembly Homeland Security and State Preparedness
- Jun 12, 2014 - Posted: Assembly Homeland Security and State Preparedness

A-2996 Lagana, Joseph (D-38); Stender, Linda (D-22)

Requires snow removal from covered fire hydrants or locator pole installation.

Position: Support

- Mar 20, 2014 - Proposed for Assembly introduction

SESSION LAWS

BILL REPORT FOR FIRE & EMERG SERVICES FOR 05/22/14 - 06/12/14

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- Mar 24, 2014 - Introduced in Assembly
- Mar 24, 2014 - Referred: Assembly State and Local Government
- Jun 12, 2014 - Posted: Assembly State and Local Government

A-3299 McGuckin, Gregory (R-10); Wolfe, David (R-10); Rible, David (R-30)

Establishes electronic database of occupants of hotels and multiple dwellings for use by fire safety and emergency service providers.

- May 22, 2014 - Proposed for Assembly introduction
- Jun 5, 2014 - Introduced in Assembly
- Jun 5, 2014 - Referred: Assembly Homeland Security and State Preparedness

A-3307 McGuckin, Gregory (R-10); Wolfe, David (R-10)

Requires fire suppression systems in all elementary and secondary schools 12,000 square feet or larger.

Related Bill: S-2094

- May 22, 2014 - Proposed for Assembly introduction
- Jun 5, 2014 - Introduced in Assembly
- Jun 5, 2014 - Referred: Assembly Education

ACTION - INTRODUCTIONS

BILL REPORT FOR FIRE DISTRICTS FOR 05/22/14 - 06/12/14

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A-2779 Andrzejczak, Bob (D-1); Mazzeo, Vincent (D-2)

Increases maximum municipal contribution to fire districts and volunteer fire companies; indexes amount biennially for inflation.

Related Bill: S-1480

- Feb 27, 2014 - Proposed for Assembly introduction
- Mar 10, 2014 - Introduced in Assembly
- Mar 10, 2014 - Referred: Assembly Homeland Security and State Preparedness
- Jun 12, 2014 - Posted: Assembly Homeland Security and State Preparedness

S-812 Beach, James (D-6)

Changes fire district election date from third Saturday in February to third Tuesday in April, the annual election day in type II school districts.

Position: Opposed

- Jan 10, 2014 - Proposed for Senate introduction
- Jan 14, 2014 - Introduced in Senate
- Jan 14, 2014 - Referred: Senate State Government, Wagering, Tourism & Historic Preservation
- Jun 9, 2014 - Posted for discussion only: Senate State Government, Wagering, Tourism & Historic Preservation

S-2130 Turner, Shirley (D-15)

Establishes procedures for governing bodies of municipalities or voters to opt to move annual fire district elections to November.

- Jun 2, 2014 - Proposed for Senate introduction
- Jun 5, 2014 - Introduced in Senate
- Jun 5, 2014 - Referred: Senate State Government, Wagering, Tourism & Historic Preservation
- Jun 9, 2014 - Posted for discussion only: Senate State Government, Wagering, Tourism & Historic Preservation

S-2134 Turner, Shirley (D-15)

Establishes procedures for governing bodies of municipalities or voters to opt to move annual fire district elections to November and eliminates vote on fire district budgets, except for proposals to raise revenue above levy cap.

- Jun 2, 2014 - Proposed for Senate introduction
- Jun 5, 2014 - Introduced in Senate
- Jun 5, 2014 - Referred: Senate State Government, Wagering, Tourism & Historic Preservation
- Jun 9, 2014 - Posted for discussion only: Senate State Government, Wagering, Tourism & Historic Preservation