

Board of Fire Commissioners

Fire District #2

Township of South Brunswick

Regular Meeting
Third Monday at 7:00 P.M.
Monmouth Junction Fire House

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

AGENDA ***July 20, 2015*** ***7:00 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 2015.
3. ***Roll Call***
4. ***Public Comment***
5. ***Approval of Minutes***
 - A. June 15, 2015 Regular Meeting
6. ***Professional Reports***
 - A. Fire Chief
 - B. District Coordinator
 - C. Insurance Chairman
 - D. Treasurer
 - E. Legislative Report
7. ***Old Business***
 - A. Update of Online Auction of Surplus Equipment
8. ***New Business***
 - A. Discussion/Approval on Chief's Request - Purchase of Equipment
 - B. Discussion/Approval on Breathing Air Compressor Maintenance Contract
 - C. Discussion/Approval on Repair/Upgrade to Bullard Thermal Imaging Camera
 - D. Items Timely and Important
9. ***Voucher List***

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

Voucher List

<i>A</i>	Republic Services #689	276.50
<i>B</i>	Kleen-Tec Maintenance, LLC	415.00
<i>C</i>	Verizon Wireless	232.78
<i>D</i>	PSE&G Co.	1,897.26
<i>E</i>	Verizon	377.73
<i>F</i>	Poland Spring Water Co.	60.87
<i>G</i>	Alan Landscaping, LLC	1,163.75
<i>H</i>	CMF Business Supplies, Inc.	32.95
<i>I</i>	McMaster-Carr	143.88
<i>J</i>	Capital One Public Funding, LLC	188,240.94
<i>K</i>	Fire & Safety Services, LTD.	2,875.00
<i>L</i>	Fire & Safety Services, LTD.	279.60
<i>M</i>	Monmouth Junction Vol. Fire Department	464.29
<i>N</i>	Agin Signs and Designs	290.50
<i>O</i>	Preferred Batteries	85.08
<i>P</i>	OK Enterprises, LLC	100.00
<i>Q</i>	Home News Tribune	179.32
<i>R</i>	Diversified Inspections/ITL, Inc.	1,433.35
<i>S</i>	VFIS	15,934.00
<i>T</i>	Township of South Brunswick	23,491.71
<i>U</i>	Township of South Brunswick	20,000.00
<i>V</i>	Township of South Brunswick	4,075.26
<i>W</i>	Access Health	1,190.00
<i>X</i>	Campbell Supply Company	9,398.61
<i>Y</i>	New Jersey State Assoc. of Fire Districts	300.00
<i>Z</i>	Alizio Sealcoating & Maintenance Inc.	6,184.00
<i>AA</i>	Stewart & Stevenson Power Products	372.00
<i>BB</i>	IEH Auto Parts LLC	53.12

approved
8/17/15
JS

REGULAR MEETING
SOUTH BRUNSWICK TOWNSHIP
BOARD OF FIRE COMMISSIONERS – DISTRICT #2
July 20, 2015

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order by Chairman Spahr at 7:00 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. Potts
 Comm. Smith
 Comm. Wolfe
 Comm. Young
 Chairman Spahr

4. PUBLIC COMMENT

No one from the floor desired to address the Board.

5. APPROVAL OF MINUTES

Comm. Potts made a motion to approve the minutes of the June 15, 2015 regular meeting, seconded by Comm. Wolfe.

Roll call: Comm. Potts - yes, Comm. Smith - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Spahr - yes.

6. PROFESSIONAL REPORTS

A. Chief's Report

Chief Scott Smith reviewed the June 2015 Activity Report (see attached).

Chief Smith reported that the Fire Department provided fire protection at the Township's Independence Day fireworks celebration on July 2nd.

Chief Smith reported that the Fire Department gave an extrication demonstration for the Police Department's Youth Academy on July 10th.

B. District Coordinator's Report

Coordinator Scott Smith reviewed the July 2015 Coordinator's Report (see attached).

Coordinator Smith reported that Tasc Fire Apparatus was on site earlier today to perform the preventive maintenance service on the Hurst rescue tools. Coordinator Smith further reported that Tasc pressure tested the Paratech high-pressure air bags and all passed testing.

C. Insurance Chairman's Report

Coordinator Smith reviewed the July 2015 Insurance Report (see attached).

D. Treasurer's Report

Comm. Young reported that there have been two deposits since the last meeting. The first deposit was made on June 26th from South Brunswick Township in the amount of \$225,299.50 which included \$120.00 for reimbursement of supplies used at a hazardous materials incident in December 2014 and the second quarter taxation in the amount of \$225,179.50. The second deposit was made on July 6th from the South Brunswick Township Election Account in the amount of \$250.00 for use of the fire house for the primary election.

Comm. Young reported that he distributed the latest financial reports to the Commissioner's mailboxes earlier this afternoon.

E. Legislative Report

Comm. Potts reviewed the July 2015 Legislative Report (see attached).

7. OLD BUSINESS

A. Update of Online Auction of Surplus Equipment

Coordinator Smith reported that the extrication equipment declared surplus at the Fire District meeting last month was listed on the GovDeals.com website from June 18th to July 16th with a starting price of \$8,000.00. Coordinator Smith further reported that the auction listing received over 300 views but no bids. Coordinator Smith recommended re-listing the auction for 2 weeks with an opening bid of \$3,000.00.

Comm. Young made a motion to re-list the surplus extrication equipment on the GovDeals.com website for two weeks at a starting price of \$3,000.00, seconded by Comm. Wolfe. During the discussion of the motion, Chairman Spahr raised the question if the auction should be listed for four weeks to allow a Fire Department who may be interested in purchasing the equipment time to meet and approve funding. After discussion, it was decided to proceed with the motion and if necessary to re-list the auction again after two weeks at a reduced starting price.

Roll call: Comm. Potts - yes, Comm. Smith - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Spahr - yes.

8. NEW BUSINESS

A. Discussion/Approval on Chief's Request – Purchase of Equipment

Chief Smith reported that the line officer's would like to obtain permission to purchase several pieces of equipment. Chief Smith requested permission to purchase three Scott Health & Safety voice amplifiers for the firefighter's facemasks from New Jersey Fire Equipment at a cost not to exceed \$1,200.00. Chief Smith also requested permission to order a new Dell laptop to replace the current laptop at a cost not to exceed \$1,500.00.

Comm. Smith made a motion to approve the purchase of the voice amplifiers at a cost not to exceed \$1,200.00 and a Dell laptop at a cost not to exceed \$1,500.00, seconded by Comm. Wolfe.

Roll call: Comm. Potts - yes, Comm. Smith - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Spahr - yes.

Chief Smith reported that the line officers are gathering information to replace the hose in the high-rise packs with a lighter weight brand which should not exceed \$1,000.00. Chief Smith further reported that the line officers are gathering information to upgrade one of the controllers and several hoses for the high-pressure air bags, which are approximately 20 years old, which should not exceed \$900.00. Chairman Spahr reported that as both expenditures are under the Coordinator's authorized spending limit of \$1,000.00, a motion is not needed to purchase the equipment.

B. Discussion/Approval on Breathing Air Compressor Maintenance Contract

Coordinator Smith reported that he received the preventive maintenance service contract renewal for the Bauer breathing air compressor from Air & Gas Technologies at a total cost of \$1,469.74. Coordinator Smith recommended renewal of the maintenance contract with Air & Gas Technologies.

Comm. Smith made a motion to approve the renewal of the breathing air compressor preventive maintenance service contract with Air & Gas Technologies at a cost of \$1,469.74, seconded by Comm. Wolfe.

Roll call: Comm. Potts - yes, Comm. Smith - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Spahr - yes.

C. Discussion/Approval on Repair/Upgrade to Bullard Thermal Imaging Camera

Coordinator Smith reported that Continental Fire & Safety shipped one of the thermal imaging cameras back to the manufacturer for free diagnosis of a display issue with the camera. Coordinator Smith further reported that Bullard stated the camera needs a new "core," which costs \$3,599.99 to replace. Coordinator Smith reported that the camera was purchased in 2007 at a cost of \$12,900.00. Coordinator Smith further reported that Bullard is offering a program to upgrade eligible cameras to the latest imaging technology at a price of \$2,999.00. To be eligible, cameras must have been purchased since January 1, 2007 and be fully functioning. Coordinator Smith reported that as our camera is not functioning properly at this time, the core must be replaced first at the cost of \$3,599.99 then pay the \$2,999.00 to upgrade.

Chairman Spahr asked if there would be a warranty with the repairs and upgrade. Coordinator Smith reported that there would be a 90-day warranty with the repair only and a 3-year warranty if the upgrade is performed.

Comm. Smith made a motion to approve the repair of the Bullard thermal imaging camera at a cost of \$3,599.99 and the upgrade of the camera at a cost of \$2,999.00, seconded by Comm. Wolfe.

Roll call: Comm. Potts - yes, Comm. Smith - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Spahr - yes.

D. Items Timely and Important

Comm. Smith reported that the Fire Department completed their 2014 audit and submitted the required documentation to the Board in compliance with the fire protection contract.

Comm. Potts reported that at the last meeting of the Fire Safety Commission there was a discussion of the LOSAP report that was issued by the State Controller's office. Comm. Potts reported that there were several issues identified with the report which will be discussed with the Controller's office.

9. VOUCHER LIST

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

10. PUBLIC COMMENT

No one from the floor desired to address the Board.

11. ADJOURNMENT

Comm. Young made a motion to adjourn seconded by Comm. Wolfe and by a voice vote all voted in affirmative. Meeting adjourned at 7:55 pm.

Respectfully Submitted,

Scott Smith, Fire District Coordinator

Monmouth Junction Volunteer Fire Department
Monthly Activity Report
June 2015

INCIDENT RUNS

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

36 Total Runs for 186.72 Man-Hours

DEPARTMENT ACTIVITIES

1 Board of Fire Commissioners Meeting
1 Chief's Meeting
1 Line Officer's Meeting
1 Regular Department Monthly Meeting
Relief Association Meeting
1 OEM Meeting
Meetings, Other
1 Work Night
Work Detail
2 Drills
2 Training Sessions
1 Parade/Wetdown
Public Relations
Stand-by Assignment (Non-Incident)
Viewing/Funeral

208.51 Man-Hours

Total Man-Hours for the Month: 395.23

Fire Safety:

Referrals Sent – 10

Responded to Scene – 5

Fire District Coordinator's Report July 20, 2015

- Diversified Inspections/ITL was on site on 6-22-2015 to perform the UL/NFPA aerial and ground ladder testing. All equipment passed inspection with the only additional work required was the replacement of the heat sensor labels on all ground ladders, which has been completed.
- Engine 208 was back from its preventive maintenance service on 6-26-2015 after being out of service for 3 weeks. Numerous pump issues were addressed, as well as repairs to the exhaust system, coolant system, and replacement of tie rods.
- A mechanic from Atlantic/Detroit-Diesel/Allison was on site on 7-8-2015 to diagnose a low engine power issue with Engine 204. The mechanic adjusted the throttle cable and the truck appears to be operating properly at this time.
- Matt Pinter Door Company was at Station 21 on 7-10-2015 to troubleshoot a problem with the motor on the Squad's bay door, after the overload sensor on the side of the motor tripped several times. The down pressure on the door was adjusted; we will keep an eye on the motor going forward, which is the original motor for that door, and will have it replaced should we continue to experience problems.
- Alizio Seal Coating performed the driveway seal coating and line striping at both stations over several days starting 7-11-2015.
- Truck 201 (Bronto) was taken out of service on 7-11-2015 when the truck would not go into high idle, which prevents use of the aerial. We took the truck to Fire & Safety Services on 7-13-2015 to address this and several other issues with the truck, as well as to have the aerial preventive maintenance performed.
- A mechanic from Campbell Supply Co. was at Station 20 on 7-14-2015 to diagnose a problem with the odometer not working on Engine 208. It was determined that the odometer needs to be replaced and a replacement was ordered.
- Car 210 (2005 Ford Expedition) was towed by Deans Garage to the Public Works garage on 7-15-2015 after experiencing brake problems. Deans Garage wrote up the cost of the towing as a donation, and I gave them a letter stating such. The brake repairs are in progress at this time.

Insurance:

- There is an invoice on the voucher list to VFIS in the amount of \$15,934.00 for the second and final installment for the insurance coverage under the Portfolio policy.
- I received notification from VFIS that a Field Services member will be contacting us to schedule a risk control survey. This is intended to identify exposures that in their experience has caused losses and will provide solutions to control these exposures.

SOUTH BRUNSWICK FIRE DISTRICT No.2

Legislative Report 7-20-15

A3006 A bill permitting volunteer consolidation of Fire Districts. We were able to have this bill moved to an operating committee, had a committee hearing, moved to the Assembly, voted on and passed 78-0, all in a ten day period. Bill was sent to the Senate referred to the Senate Community and Urban Affairs Committee

S2454 /A-3791 Local Government Services Modernization The original bill had moved oversight and approval for capital purchases to the Division of Fire Safety. The bill was amended and fire services financing is back under the Local Finance Board. The bill has passed both houses and is on the Governor's desk.

A2996 This bill relates to placement of locator poles and snow removal around Fire Hydrants. Following concurrence with conditional veto, the Governor signed the bill into law. See attached

A-2947 A bill voluntarily moving Fire District Elections to November and eliminating a referendum on some capital expenditures. Attached is proposed amendment to clarify the removal of a referendum in some cases. We believe the only time you need to go to referendum is for the use of either Bonds or Notes.

Respectfully Submitted

Roger Potts