

**PORT READING BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2
PORT READING, NJ 07064
September 5, 2023**

The Board Clerk read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of September 5, 2023 was called to order by Commissioner Santorelli at 7:00 pm. All five Commissioners were present: Comm. Santorelli, Comm. Molnar, Comm. Weber, Comm. Cinelli and Comm. Eagan. Board Accountant Maria Bucsanszky was present. Board Attorney Brian Bontempo was present. Board Clerk Marianne DeSantis was present.

Minutes of the August 7, 2023 meeting were reviewed.

MOTION made by Comm. Molnar to accept the August 7, 2023 minutes, seconded by Comm. Eagan. All in favor 5-0.

TREASURER'S REPORT:

Balance	\$ 2,271,776.05
Deposits	\$ 57,432.19
Interest	\$ 0
Payroll	\$ (110,113.90)
Payroll Tax/Adjustments	\$ (747.17)
Disbursements for the Month	<u>\$ (67,752.43)</u>
Ending Balance	\$ 2,152,089.08

MOTION made by Comm. Molnar to accept the Treasurer's Report, seconded by Comm. Eagan. All in favor 5-0.

BILLS TO BE PAID: \$ 67,752.43

MOTION made by Comm. Cinelli to pay the bills and add on bills, seconded by Comm. Weber. All in favor 5-0.

CAPTAIN'S REPORT:

The Captain's Report was submitted and reviewed.

MOTION made by Comm. Molnar to accept the Captain's Report, seconded by Comm. Eagan. All in favor 5-0.

CHIEF'S REPORT:

The Chief's Report was submitted and reviewed.

Comm. Molnar inquired if an engine would be present for the 9/11 Ceremony at the high school, which was approved by Comm. Santorelli.

MOTION made by Comm. Eagan to accept the Chief's Report, seconded by Comm. Molnar. All in favor 5-0.

TAXPAYER COMMENTS:

There were no comments from the public.

OPERATIONS MANAGER:

Operations Manager Small reported that he received an email from the police department that the town will no longer be paying for any repairs on vehicles 2-3-5 and 2-3-7. Operations Manager Small inquired about it and was informed the town, Iselin 9, District 5 and Fords also have township owned vehicles and they pay for their own maintenance. Operation Manager Small stated that as of last Tuesday we will need to pay for maintenance for vehicles that they own. Comm. Santorelli stated that we were following protocol and are in agreement with this policy.

Operations Manager Small reported that 2-3-6 is out and over at C&C since it was pulling heavily to the right and two new tires will need to be put on.

Operations Manager Small requested on behalf of Captain Terebetsky, one additional firefighter for next weekend during the Fireman's Convention in Wildwood, 9/14-9/17 from 7:00 am Thursday to 7:00 pm on Sunday. Comm. Santorelli approved the request.

Operations Manager Small reported that Captain Douglas received two radio quotes for Engine 2-1 in the amount of \$7,130.50 and \$9,298.78. Comm. Santorelli recommended holding off until the next meeting and Comm. Weber will get another quote. Comm. Weber stated that the radio could take 4-6 months to come in.

MOTION made by Comm. Weber to purchase an APEX 6500 dual head mobile radio, not to exceed \$7200, seconded by Comm. Cinelli. All in favor 5-0.

Operations Manager Small reported that the sump pump pipe blew last Sunday downstairs and blew the water into the radio, IT and cable system. Director Kuzma came down to take a look and stated that we are due to get upgrades shortly if we can hold off until the new budget year.

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS:

There was no new business.

Motion was made by Comm. Eagan to go into Executive Session at 7:13pm, seconded by Comm. Molnar. All in favor 5-0.

MOTION out of Executive Session at 7:21 pm.

EXECUTIVE SESSION:

MOTION was made by Comm. Cinelli to approve \$300 for Commissioners attending the Fireman's Convention in Wildwood, seconded by Comm. Weber. All in favor 5-0.

There were no comments from the public.

MOTION to adjourn meeting made by Comm. Weber at 7:22 pm, seconded by Comm. Eagan. All in favor 5-0.

Respectfully submitted,

Marianne DeSantis
Board Clerk

10:30 AM

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

09/05/23

ADD-ON BILLS

Accrual Basis

September 6, 2023

Date	Num	Name	Memo	Amount
Northfield - Voucher				
09/06/2023	3146	Elizabethtown Gas	Account # 2202559020 - Firehouse 07/24/2023 - 08/24/2...	-8.15
09/06/2023	3147	FIRETEX	Fire System Inspection - TAX EXEMPT	-249.00
09/06/2023	3148	LAWN DOCTOR	Customer#795791 - Late Summer Fertilization	-65.67
09/06/2023	3149	MIDDLESEX W...	ACCOUNT #2060200000 - Water Bill 05/19/2023 - 08/24...	-1,438.35
09/06/2023	3150	VERIZON WIRE...	742492817-00001/Cell Phone	-80.02
Total Northfield - Voucher				-1,841.19
TOTAL				-1,841.19

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

BILL LIST

August 8 through September 5, 2023

08/30/23

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Northfield - Voucher				
08/08/2023	3127	F & S Tire Corp Inc	New Tires	-1,636.88
09/05/2023	3129	Brian A Bontempo	Monthly Fee - September 2023	-866.67
09/05/2023	3130	Comcast of New Jersey	Account #8499 05 340 0759643-Phone/Internet/TV/	-607.59
09/05/2023	3131	Dockside Bait & Tackle	Marine 2-3-8 - Fuel	-22.51
09/05/2023	3132	Fords Fire District #7	Dispatch Service - September 2023	-6,094.75
09/05/2023	3133	Home Depot Credit Services	Account #6035 3225 4098 2968 Supplies	-811.73
09/05/2023	3134	Jessica Rizitis	Website Maintenance - September 2023	-211.92
09/05/2023	3135	LIFE INSURANCE COMPA...	GL 009906-000-000 LIFE INSURANCE - 09/17/2023-1...	-893.20
09/05/2023	3136	Maria Bucsanszky, E.A	Monthly Fee - September 2023	-2,791.67
09/05/2023	3137	MIDDLESEX COUNTY FIRE...	Courses FF1 Karmazyn & FF II Korenski	-446.00
09/05/2023	3138	MIDDLESEX WATER COM...	Acct # 3046515564-Hydrant Service August 2023	-13,717.62
09/05/2023	3139	NAPA Auto Parts of Colonia	Supplies	-274.82
09/05/2023	3140	PSE&G	ELECTRIC BILL-Summary Account #1301219207	-1,353.29
09/05/2023	3141	SKYLANDS AREA FIRE EQ...	Morning Pride Tails & Pants (3 Sets)	-10,894.62
09/05/2023	3142	STATE OF NEW JERSEY	Assessment 0-226-002-948/000-00 12/2022	-108.34
09/05/2023	3143	THE HARTFORD GROUP B...	Life Ins Customer#011215320001-2/Pol#734229 -09/01...	-380.40
09/05/2023	3144	VERIZON WIRELESS	742492817-00001/Cell Phone	-80.02
09/05/2023	3145	Woodbridge Fire District #1	Reimbursement - Vision & Dental Coverage -Septembe...	-2,113.88
09/05/2023	TEPS	New Jersey State Health Be...	Health & Prescription Benefits - Active- 09/01/2023 - 09...	-20,949.78
09/05/2023	TEPS	New Jersey State Health Be...	Health & Prescription Benefits - Retired- 09/01/2023 - 0...	-3,496.74
Total Northfield - Voucher				<u>-67,752.43</u>
TOTAL				<u>-67,752.43</u>

BOARD OF FIRE COMMISSIONERS
DISTRICT NO. 2
P.O. BOX 207
PORT READING, NEW JERSEY 07064

September 5, 2023

Treasurer's Report

BEGINNING BALANCE	\$ 2,271,776.05
Deposits	57,432.19
Interest	0
Payroll	(110,113.90)
Payroll Tax/Adjustments/Transfers	747.17
Disbursements for the Month	<u>(67,752.43)</u>
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Port Reading Fire Department



Captains' Report – August 3, 2023 - August 31, 2023

Engine 2-1

8-7-2023 - Two 4-way gas meter in need of calibration.

8-9-2023 - Check engine light back on, despite following instructions per service tech.

8-17-2023 - ESS diagnosed radio problem to be actual age and malfunction of the radio unit. Wiring and install are proper. Will be purchasing a new radio for installation from ESS. Danny Miller is working on quotes. Quotes should be in for the meeting.

8-24-2023 - Approved calibrated gas meters.

Engine 2-2

8-3-23 - 1 x 4 gas meter due for calibration.

8-24-2023 - Approved calibrated gas meters.

Support Pick-Up 2-3-4

Fire Company Vehicle 2-3-5

8-21-2023 WPD came to pick up 2-3-5 for tires at Atlantic Tire.

8-22-2023 0832 Township returned 2-3-5. Chief notified via email.

Support Unit 2-3-6

Fire Prevention Vehicle 2-3-7

Marine 2-3-8

Ambassador 1000 by 6000 GPM Hydro Chem/Foam Trailers

LDH Box Trailers, Open Trailer & Decontamination Trailer

Equipment

8-18-2023 Minerva dropped 5 coats and pants that were repaired and cleaned.

8-22-2023 0800 Called Approved for 4-way meter service.

8-24-2023 Approved here for service on our 4-way gas meters.

8-30-2023 Received updated free Cell phone for department from T-Mobile. Activated 8/31.

Building and Grounds

8-7-2023 - Cooper Power Systems here to work on Kohler Emergency Generator.

8-21-2023 - Lawn Doctor visit

8-23-2023 - Kohler Emergency Generator conducted weekly test. No issues.

8-25-2023 - Ehrlich Pest Control performed service.

8-27-2023

0935 hours: Fire alarm system, the non-emergency phone line (732-636-0894) and CAD in the Watch Room went down. Township IT Department came (*Scott Kuzma & Brian Austin*) since they received a trouble signal from equipment panel in basement. Initially thought to be an issues with Comcast, found sump pump connection let loose and water sprayed onto IT equipment. ODP repaired connection on sump pump and Township IT reset and evaluated equipment. Fire alarm, phone and CAD able to reset and back in service at this time. Unsure if any future issue will be with the equipment due to possible corrosion. OM Small advised. Additionally, it was recommended by IT that the sump pump pipe be replaced with full length pipe and install a shield to protect equipment in the event it happens again.

1447 hours: Non-emergency phone line (732-636-0894) working sporadically and hotline extension (2194) not working at all. Contacted Station #7 Fire Dispatch with alternate means of calling Station #2 for alarms. Re-notified Scott Kuzma, who advised Township IT Department will be back in the morning of 8-28-2023.

8-28-2023 Airpower here for quarterly on our cascade machine.

8-30-2023 Lawn serviced by ODP.

Fuel

8-7-2023 - Unit 2-3-7 → 5.002 gallons. Unit 2-3-6 → 7.500 gallons

8-9-2023 Engine 2-1 added 30.7 gallons of diesel at Station #1.

8-16-2023 Marine 2-3-8 - 5.21 gallons at Dockside Boat & Tackle

8-21-2023 - 2-1 28.6 gallons at Station #1.

8-27-2023 - Unit 2-3-4 → 10.534 gallons.

8-30-2023 Engine 2-2 33.8 gallons.

8-31-2023 Engine 2-1 added 32.5 gallons @ Station #1

Training

8-9-2023 Reviewed EVP nozzle operation with CFF#2411

8-9-2023 Forwarded email of Firefighter 1 class acceptance and instruction for MCFA to PVFF#133 and CFF#247 for gear inspection.

Assigned monthly online training to department. NFPA 1500 Compressed Gas Vessels

1830-1930 ODP With VFF members 201 and #125 trained on drafting with Engine 2-2.

8-10-2023 C8 & 249 completed online training course: NFPA 1500 compressed Gas Safety.

8-13-2023 - 2-4-12 completed Compress Gas Safety online class.

8-16-2023 Drill with Marine 2-3-8 for the Woodbridge FD Jr. Fire Academy.

8-24-2023 Monthly Drill notice sent to department. Tuesday August 29. JRC use and Ambassador Deluge Monitors.

8-27-2023 - C-12 completed Compress Gas Safety online class.

8-29-2023 - Monthly Drill sessions held - 1300-1530 and 1830-2100. Jet Ratio Controller use and Self-educting nozzles covered.

8-31-2023 - C-12 took online training class on MobileEyes software update for pre-plans and fire inspections. (0900 - 1000).

- Recommend swift water training jointly with District #1 for all members of the Department.

Disposal List

8-17-2023 One PulseOx unit from Jump Bag of E22.

Officially,

Captains

Paul DeLeo

Richard Fritsch

Evan Douglas

Anthony Terebetsky

Justin Holloway

Pre-Planning Captain's Report

- Arranged engine with ODP to School #28 for PACE Hero's Day on July 31, 2023.
- Updated street segment information for all residential streets.
- On 8-15-2023, spoke with Terry Mock, Right-of-Way Consultant for Colonial Pipeline in Georgia, that they will be conducting an injection of nitrogen into their 30" main pipeline which runs from Houston to New York. This injection will take place in South Brunswick, NJ and will be bleed off and vented at the facility in our District at 400 Blair Road, Avenel. This event took place on 8-24-23 & 8-25-23. Confirmed completion with Mr. Mock on morning of 8-26-23.
- On 8-23-2023, spoke with Deputy Chief Weber from Woodbridge Fire regarding upcoming work on bulkhead at Shell, 111 State St., Sewaren, advising us of the work and potential need for Marine 2-3-8 response in the event of an actual emergency during that time.
- Completed data entry into the Pre-Plan software system on 8-23-2023. Information entered into system is info that was already obtained and on-hand in our pre-plan binders. All commercial addresses, 4 apartment complexes, Oxford House and Red Oak Manor Senior Residence information entered into the system. More information will be added to all addresses as it becomes obtained.
- Tablets in engines will continue to be updated after every shift on Tour 1 as more information is being entered into the Pre-Plan software system, as well as, to update information entered by Woodbridge Fire District #1, since we share the system with them and are able to see their info as well.
- Attended meeting with Township Officials & Construction Company on 8-28-2023, regarding road closure and work being conducted at intersection of B St & Port Reading Ave.
- Obtained overtime approval from OM Small for annual Tier 1 Butane Drill @ Shell, 111 State St., Sewaren, on 8-30-2023 with Woodbridge FD. 2 Firefighters to man Engine 2-2 for pumping operations.

Respectfully submitted,

Captain Anthony S. Terebetsky

Chiefs report for SEPTEMBER meeting

Total calls for the month of AUGUST was:24 and brings our total calls for the year to:203

- 3 down wires
- 4 auto aid
- 1 smoke
- 2 mva
- 4 fire alarms
- 3 vehicle fires
- 1 drill
- 2 co detector
- 1 mutual aid
- 2 special request into district #1
- 1 open burning

On 9/11 we will be attending the 9/11 services