

**PORT READING BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2
PORT READING, NJ 07064
February 6, 2023**

The Board Accountant read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of February 6, 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.

The minutes of the January 3, 2023 meeting were reviewed.

MOTION made by Comm. Eagan to accept the January 3, 2023 minutes, seconded by Comm. Weber. All in favor 5-0.

TREASURER'S REPORT:

Balance	\$ 2,320,421.81
Deposits	\$ 3,989.00
Interest	\$ 2,627.53
Payroll	\$ (143,792.12)
Payroll Tax/Adjustments	\$ (7,565.52)
Disbursements for the Month	\$ <u>53,118.35</u>
Ending Balance	\$ 2,137,693.39

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

BILLS TO BE PAID: \$ 53,118.35

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

CHIEF'S REPORT:

The Chief's Report was submitted and reviewed.

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

CAPTAIN'S REPORT:

Captain DeLeo reported on behalf of Captain Fritsch regarding the hose testing.

Captain DeLeo reported that the new training software has been implemented and will be an asset going forward.

Captain DeLeo reported on the very large, dangerous and severe incident at Buckeye Pipeline on Thursday of last week. Captain DeLeo stated that the cooperation between our career and volunteer staff, the Woodbridge Fire Department, Board of Fire Commissioners and the County Agencies was incredible and stated that Operations Manager Small was crucial during this dangerous incident. Captain DeLeo stated that it was brutal battling the elements, but because of training and what we have focused on in the past, especially with the industrial firefighting techniques, we looked like a "Shining Jewel" in the Township due to our performance. Captain DeLeo reported that hazmat was on the scene and they are currently working on cost recovery with County OEM, County Hazmat and Buckeye. Captain DeLeo reported that he has a list of damaged equipment that he is working on with Comm. Weber. Captain DeLeo stated that some of the gages froze on the engine due to the severe cold weather, but they seem to be working today. Captain DeLeo reported that the thermal engine camera was used but because it was used in such extreme conditions the older one is not working and some hose went as well. Captain DeLeo stated that all will be submitted through cost recovery, as well as any hours for volunteer and career staff for their responses and Engine 2 will be submitted due to being there five days. Captain DeLeo was thankful nobody got hurt and stressed how dangerous this incident was on many levels. Captain DeLeo stated that he couldn't be prouder of how we worked together with Woodbridge Fire Department and personnel, stating that they were such a huge asset. Comm. Santorelli stated that the career and volunteer staff need to be commended for their efforts under such dangerous conditions over many days. Captain DeLeo thanked the support received from the Board of Commissioners.

Comm. Weber requested that they be informed when the debrief and critique of the events are completed. Captain DeLeo stated that they made controlled measured decisions that were all about safety and will go through Pat Kenny to help organize the report. Comm. Weber stated that it was a job well done.

Operation Manager Small reported for Captain Douglas that Engine 2-2 experienced some inoperable gages on Friday night due to extreme temperatures and recommends that the engine go to Absolute before it goes back into service. Captain Douglas recommended that all gear and bail out equipment that was exposed during the foam operations be sent out to be cleaned. Captain Douglas reported that many members will need new boots immediately and over the next day or two will see what other pertinent equipment the men may need.

Captain Douglas reported that the engine was flushed today with fresh water and a hose was put back on and there are three hoses that were damaged and will be marked for disposal.

Captain Douglas requested permission to work from home on the AFG Grant with comp time, which was approved by Comm. Santorelli.

Operations Manager reported for Captain Fritsch regarding the pricing of the hose testing and he is suggesting that we go into a three year contract with this company, which will be more cost effective. Comm. Molnar suggested that this issue be tabled until it can be reviewed.

Operations Manager Small reported that he was in communications with Captain DeLeo for five days straight regarding the Buckeye incident and stated that we could not have had a better leader out there. Operations Manager Small stated that he did a great job, along with the career staff and the few dedicated volunteers that we have. Operations Manager Small stated that this job should have been on the national news. Operations Manager Small reported that the County and OEM all worked so well together and got the job done without any injuries, just that we will need some new equipment.

Comm. Santorelli approved the purchase of new boots and gave approval to send Engine 2-2 out to be serviced.

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

TAXPAYER COMMENTS:

There were no comments from the public.

UNFINISHED BUSINESS:

Comm. Weber reported that he spoke to the Township IT Dept regarding moving forward with a computer for Fire Prevention and in talks for a tablet for Engine 2-3-7.

Comm. Cinelli reported that we received \$2860 from the turnpike a few weeks ago.

NEW BUSINESS:

Comm Santorelli requested that Comm. Cinelli call PSEG tomorrow regarding the bill.

Operations Manager Small reported that he is working on getting decorative rock for out front and had some boulders donated to protect the park.

MOTION made by Comm. Molnar to enter Executive Session at 7:20 pm, seconded by Comm. Eagan. All in favor 5-0.

MOTION out of Executive Session at 7:54 pm.

EXECUTIVE SESSION:

Matters discussed during Executive Session were personnel issues and an election issue.

MOTION made by Comm. Weber to purchase three new SCBA packs, seconded by Comm. Cinelli. All in favor 5-0.

MOTION to adjourn meeting at 7:55 pm made by Comm. Eagan seconded by Comm. Molnar. All in favor 5-0.

Respectfully submitted,

Marianne DeSantis
Board Clerk

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

February 6, 2023

Treasurer's Report

BEGINNING BALANCE	\$ 2,320,421.81
Deposits	3,989.00
Interest	2,627.53
Payroll	(143,792.12)
Payroll Tax/Adjustments/Transfers	7,565.52
Disbursements for the Month	<u>(53,118.35)</u>
 ENDING BALANCE	 \$ 2,137,693.39

9:41 AM

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

02/06/23

ADD-ON BILLS

Accrual Basis

February 7, 2023

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Northfield - Voucher				
02/07/2023	2925	Alterman & Associates, LLC	Legal Services - Pension Appeal - Brian Small	-250.00
Total Northfield - Voucher				-250.00
TOTAL				-250.00

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

BILL LIST

January 4 through February 6, 2023

02/03/23

Date	Num	Name	Memo	Amount
Northfield - Voucher				
01/04/2023	2894	THE HARTFORD GROUP B...	Life Ins Customer#011215320001-2/Pol#734229 -01/01...	-334.80
02/06/2023	2895	Amanda's Affordable Events...	1 - 48" Decorated Wreath	-175.00
02/06/2023	2896	Bart & Bart CPAs	2021 Preparation of Audit	-1,050.00
02/06/2023	2897	Brian A Bontempo	Monthly Fee - February 2023	-866.67
02/06/2023	2898	Comcast of New Jersey	Account #8499 05 340 0759643-Phone/Internet/TV	-598.14
02/06/2023	2899	Daniel Korenski	Reimbursement - ICS 400 Class 12/19/2022	-150.00
02/06/2023	2900	EHRlich	Commercial Pest General Maintenance Service - Cust#...	-84.27
02/06/2023	2901	Elizabethtown Gas	Account # 2202559020 - Firehouse 11-21-2022 - 12-2...	-861.57
02/06/2023	2902	Fords Fire District #7	Dispatch Service - February 2023	-6,094.75
02/06/2023	2903	FRANCIS CAMPBELL	E-mail Hosting/Support - January 2023	-216.00
02/06/2023	2904	Home News Tribune	Account #ASB-099468 Notice - 2023 Regular Meetings ...	-64.24
02/06/2023	2905	Jan. Rasimowicz	Reimbursement - Bedding	-32.89
02/06/2023	2906	Jessica Rizitis	Website Maintenance - February 2023	-211.92
02/06/2023	2907	LIFE INSURANCE COMPA...	GL 009906-000-000 LIFE INSURANCE - 02/17/2023-0...	-893.20
02/06/2023	2908	LifeSavers, Inc	Defibtech Lifeline AED Standard Battery Pack	-299.90
02/06/2023	2909	Madsen & Howell Corp	C/S# 136467 Supplies	-262.60
02/06/2023	2910	Maria Bucsanszky, E.A	Monthly Fee - February 2023	-2,791.67
02/06/2023	2911	MIDDLESEX WATER COM...	Acct # 3046515564-Hydrant Service January 2023	-13,707.30
02/06/2023	2912	NAPA Auto Parts of Colonia	Supplies-Washer Fluid & 5 Gal Blue Def	-60.45
02/06/2023	2913	RAYMOND KREUSCH	Reimbursement - ICS-400 Class 12/08/2022	-150.00
02/06/2023	2914	Staples Business Advantage	Acct#NYC 1054611- Supplies	-20.59
02/06/2023	2915	Stone Mountain Printing	(100) Incident Reports	-65.70
02/06/2023	2916	THE HARTFORD GROUP B...	Life Ins Customer#011215320001-2/Pol#734229 -01/01...	-334.80
02/06/2023	2917	VERIZON WIRELESS	742492817-00001/Cell Phone	-80.02
02/06/2023	2918	Woodbridge Fire District #1	Reimbursement - Vision & Dental Coverage - February ...	-2,059.60
02/06/2023	2919	Bart & Bart CPAs	Preparation & Synopsis of 2023 Budget	-1,600.00
02/06/2023	2920	Home News Tribune	Account #ASB-099468 Notice - 2021 Audit Summary	-71.37
02/06/2023	2921	Staples Business Advantage	Health Benefits Active & Retirees February 2023	-72.82
02/06/2023	TEPS	New Jersey State Health Be...	Health & Prescription Benefits Retirees 02/01/2023 - 02...	-3,496.74
02/06/2023	TEPS	New Jersey State Health Be...	Health & Prescription Benefits Actives 02/01/2023 - 02/...	-15,706.12
02/06/2023	2922	Absolute Fire Protection Co...	2021 E-One Pumper (2-1) Replaced Air Expect Fitting	-320.00
02/06/2023	2923	Home Depot Credit Services	Account #6035 3225 4096 2968 Supplies	-255.49
02/06/2023	2924	Staples Business Advantage	Supplies	-129.73
Total Northfield - Voucher				-53,118.35
TOTAL				-53,118.35

Port Reading Fire Department



Captains' Report – December 29, 2022 - February 1, 2023

Engine 2-1

1-7-2023 - A small piece of stainless steel door trim unglued from inside driver's cab door. C11 advised.

1-9-2023 AED pads expired since 8/31/2019 - Pediatric pad expired since November 2021.

1-10-2023 - Auto eject for airline hung up and male connection broke off in housing. Replaced air line. Must utilize air connection inside driver's door until proper repair is made. C11 advised.

1-24-2023 0850 Mechanic from Absolute here to make reported repairs.

Engine 2-2

Support Pick-Up 2-3-4

Fire Company Vehicle 2-3-5

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

1-2-2023 Replaced AED batteries for 236 & hallway.

1-4-2023 NJFE repaired leaking SCBA. Unit placed BIS.

1-10-2023 - Approved Fire Protection called to pick up used CO₂ extinguisher for service.

1-11-2023 - Updated pre-plan software on tablets. Found tablets for 2-2 not syncing and both tablets need update from Administration. Contacted Matt Rizitis, who will follow up.

1-23-2023 - Multiple issues with 4-way gas meters: Gas meter #1 (2-1) showing issue with O₂ alarm and states calibration needed. Gas meter #8 (2-2) showing issue with O₂ alarm. Large 4-way gas meter (2-1) states calibration needed.

1-24-2023 Scheduled Approved Fire Protection to come and service meters. Will be out Monday the 30th.

1-27-2023 - Started and ran NorthStar pump. No issue found.

1-30-2023 Approved here and repaired meters.

Building and Grounds

12-31-22 - Filled 3 SCBA bottles for WFD

1-2-23 - Filled 2 SCBA bottles for WFD

1-6-23 - 0645 ODP moved marine equipment from small shed to large shed pending holiday tree dismantling and storage.

0845 Woodbridge Township Parks Department here dismantling holiday tree and attempting to store in small shed.

1-7-2023 - 2-0-1 removed Holiday decorations from Station. Found communications wire from Station to outdoor electronic sign with multiple breaks and chew marks. Wire appears to need complete replacing.

1-11-2023 - Kohler Emergency Generator conducted weekly test. Parking lot pole light over sheds repaired by PSEG.

1-18-2023 - Kohler Emergency Generator conducted weekly test.

1-26-2023 Ehrlich Pest Control here for service.

2-1-2023 Approved fire returned Co2 extinguisher.

Fuel

1-2-23 - Engine 2-1 24.061 gallons.

1-7-2023 - Unit 2-3-4 → 12.000 gallons. Unit 2-3-6 → 8.000 gallons

1-26-2023 - 2-1 26.261 gals.

1-26-2023 Engine 2-2 21.431 gallons.

1-31-2023 - Unit 2-3-7 → 11.001 gallons.

2-1-2023 Engine 2-1 24.716 gallons

Training

1-2-23 Began construction of Vector Target Solutions LMS for department. Assigned 2023 BBP training through the system due by members on January 31. Email notification sent

1-2-2023 C8 & 249 completed BBP online course.

1-3-2023 - C12, C13 & 2412 completed BBP online course.

1-4-2023 - 1900-2230 C11 attended Fire Service Instructor (FSI) Level 2 class at the MCFA

1-5-2023 - C11 attended FSI Level 2 class.

1-9-2023 C6 and 248 received fit test at station 1. C11 attended FSI Level 2 class.

1-11-2023 - C11 attended FSI Level 2 class.

1-12-2023 - C11 attended FSI Level 2 class.

1-18-2023 - C11 attended FSI Level 2 class.

1-19-2023 - C11 attended FSI Level 2 class.

1-21-2023 - C13 received successful fit test at Station #1

1-22-2023 C8 & 249 fit tested at Station 1.

1-23-2023 - C12, 2412 & VFF Matyi received fit test at Station #1. C11 attended FSI Level 2 class.

1-26-2023 - C11 attended FSI Level 2 class.

SCBA Drill at Station 2. 1300-1500 & 1800-2000.

Disposal List

1-16-2023 Broken washing brush wooden handle

Officially,

Captains

Paul DeLeo

Rich Fritsch

Evan Douglas

Anthony Terebetsky

Pre-Planning Captain's Report

- On 1-19-2023, conducted pre-plan building site visit at Matthew Jago School #28, 99 Central Ave, Sewaren, in an effort to update building pre-plan map and view new construction.
- On 1-26-2023, C12, C13 & Comm. Weber attended online meeting with Bruce Wolfgram from Tyler Technology regarding Pre-Plan software for tablets. Several training meetings to come during February. Tentative time frame of end of March for program to be fully up and running.
- Updated software and Pre-Plan app on both tablets. Pre-Plan program now logged in under our own user ID, no longer using Woodbridge FD log-in ID.
- Next Pre-Plan software online meeting scheduled for Wednesday, February 8, 2023 at 2pm for C12 & C13.
- Prepared book containing updated ICS Forms.
- 2022 Year-End Pre-Planning Report:
 - Residential Street Pre-Plans Updated - 78 of 78
 - Business Pre-Plans Updated - 104
 - Site Maps Created - 24
 - Solar Panel Notifications - 11
 - Oxygen Notifications - 8
 - Automatic Aid Responses into Woodbridge District #1 - 25
 - Automatic Aid Responses into Avenel District #5 - 5
 - Automatic Aid Responses into Fords District #7 - 1
- Created overhead of the following residential street:
 - Debra Place

Respectfully submitted,

Captain Anthony S. Terebetsky

Chief report for february meeting

Total calls for the month of January was:22 calls it brings our total calls for the year to 22

- 3 atomic aid into district 1
- 2 mutuel aid
- 1 dumpster fire
- 1 structure fire
- 1 hazmat
- 4 fire alarms
- 1 open burning
- 2 flooded basement
- 1 odor in side
- 2 mva
- 1 drill
- 1 Dep notification
- 2 co detector

January drill was our annual scba refresher/jpr evaluation went well