

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

The Board Accountant read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of March 6, 2023 was called to order by Commissioner Molnar at 7:00 pm. Three Commissioners were present: Comm. Molnar, Comm. Weber and Comm. Cinelli. Board Accountant Maria Bucsanszky was present. Board Attorney Brian Bontempo was present. Board Clerk Marianne DeSantis was absent.

Comm. Santorelli and Comm. Eagan were absent.

Comm. Molnar stated that Comm. Santorelli was home resting after being involved in a serious accident and asked that we keep him in our continued thoughts and prayers for a speedy recovery. Comm. Molnar relayed the message from Comm. Santorelli thanking everyone for calling or visiting.

MOTION made by Comm. Weber to approve Resolution 2023-1, seconded by Comm. Cinelli. All in favor 3-0.

MOTION made by Comm. Molnar to keep the Offices of the Commissioners and Committees the same as 2022, seconded by Comm. Cinelli. All in favor 3-0

Minutes of the February 6, 2023 meeting were reviewed.

MOTION made by Comm. Cinelli to accept the February 6, 2023 minutes, seconded by Comm. Weber. All in favor 3-0.

**TREASURER'S REPORT:**

Balance	\$ 2,137,693.39
Deposits	\$ 809,493.25
Interest	\$ 2,060.66
Payroll	\$ (132,641.20)
Payroll Tax/Adjustments	\$ ( 4,553.19)
Disbursements for the Month	<u>\$ 69,486.54)</u>
Ending Balance	\$ 2,751,672.75

MOTION made by Comm. Weber to accept the Treasurer's Report, seconded by Comm. Cinelli. All in favor 3-0.

**BILLS TO BE PAID:** \$ 69,486.54

MOTION made by Comm. Weber to pay the bills and add on bills, seconded by Comm. Cinelli. All in favor 3-0.

**CAPTAIN'S REPORT:**

The Captain's Report was submitted and reviewed.

Captain DeLeo reported on the upcoming operation with Buckeye, which will demo the rest of the tank from the fire last week and stated that they will be covering all of the costs of overtime and use of the engine for this procedure. Captain DeLeo reported that the event was handled well by all responders involved. Captain DeLeo reported that this operation would take place on Friday for 4-5 hours to get the equipment in place and the daytime operation will be for 8 hours on Tuesday, Wednesday and Thursday.

MOTION made by Comm. Weber to accept the Captain's Report, seconded by Comm. Cinelli. All in favor 3-0.

**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. Cinelli. All in favor 3-0.

**OPERATIONS MANAGER:**

Operations Manager Small reported on the add on bill from Captain Terebetsky regarding the hose testing and quotes to paint the room.

**UNFINISHED BUSINESS:**

Comm. Weber commended the shift that was working and the responders regarding the second incident at Buckeye and said they did a fantastic job. Comm. Weber reported that the first cost recovery submission was submitted in the ballpark of \$54,000 - \$55,000 and stated that it could take a lengthy amount of time and they are working on the second submission.

Comm. Cinelli reported on the PSEG issue stating that there will be one bill with two locations as opposed to four. The locations are 600 Port Reading Avenue and Port Reading Ave West, which is the parking lot. The other two locations that were listed have been turned off.

**NEW BUSINESS:**

MOTION made by Comm. Cinelli to agree to a three year contract with "Fail Safe" for our hose testing, seconded by Comm. Weber. All in favor 3-0.

Comm. Molnar requested that Operations Manager Small let Captain Fritsch know that it was passed and he can move forward with the hose testing.

**TAXPAYER COMMENTS:**

There were no comments from the public.

Motion was made by Comm. Weber to go into Executive Session at 7:10 pm, seconded by Comm. Cinelli. All in favor 3-0.

MOTION out of Executive Session at 7:18 pm.

**EXECUTIVE SESSION:**

Matters discussed during Executive Session was a personnel matter.

MOTION made by Comm. Weber to certify the list for entry level Firefighters, which includes 25 names on the list, seconded by Comm. Cinelli. All in favor 3-0.

MOTION made by Comm. Weber for us to do what needs to be done to call for the next promotional exam and get us into the next cycle, seconded by Comm. Cinelli. All in favor 3-0.

MOTION to adjourn meeting at 7:20 pm made by Comm. Weber seconded by Comm. Cinelli. All in favor 3-0.

Respectfully submitted,

Marianne DeSantis  
Board Clerk

# BOARD OF FIRE COMMISSIONERS

DISTRICT NO. 2

P.O. BOX 207

PORT READING, NEW JERSEY 07064

March 6, 2023

## Treasurer's Report

BEGINNING BALANCE	\$ 2,137,693.39
Deposits	809,493.25
Interest	2,060.66
Payroll	( 132,641.20)
Payroll Tax/Adjustments/Transfers	4,553.19
Disbursements for the Month	<u>( 69,486.54)</u>
ENDING BALANCE	\$ 2,751,672.75

**BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2**

**BILL LIST**

February 7 through March 6, 2023

03/03/23

Date	Num	Name	Memo	Amount
<b>Northfield - Voucher</b>				
02/07/2023	2925	Alterman & Associates, LLC	Legal Services - Pension Appeal - Brian Small	-250.00
02/14/2023	2926	Debbie Gellis	Poll Worker - Fire Election - February 18, 2023	-125.00
02/14/2023	2927	Electec, Inc	Voting Machines/Technicians - Fire Election February 1...	-1,740.62
02/14/2023	2928	MARIE WARD	Poll Worker - Fire Election - February 18, 2023	-125.00
02/14/2023	2929	Melissa Ward	Poll Worker - Fire Election - February 18, 2023	-125.00
02/14/2023	2930	Stone Mountain Printing	(6) Digital Poll Books - Fire Election February 18, 2023	-133.20
02/15/2023	ONLINE	Comcast of New Jersey	Account #8499 05 340 0759643-Phone/Internet/TV	-598.14
02/15/2023	ONLINE	Comcast of New Jersey	Account #8499 05 340 0759643-Phone/Internet/TV	-598.14
02/20/2023	2931	ENFORSYS, INC.	Maintenance Coverage NFIRS System 12/1/2022-11/30...	-1,900.00
03/06/2023	2932	Absolute Fire Protection Co...	2008 E-One Pumper (2-2) Preventative Maintenance	-2,574.35
03/06/2023	2933	All Hands Fire Equipment	(1) Case Commander System, (1) Dashboard Comman...	-2,577.03
03/06/2023	2934	Brian A Bontempo	Monthly Fee - March 2023	-866.67
03/06/2023	2935	Comcast of New Jersey	Account #8499 05 340 0759643-Phone/Internet/TV/March	-598.15
03/06/2023	2936	EHRlich	Commercial Pest General Maintenance Service - Cust#...	-84.27
03/06/2023	2937	Elizabethtown Gas	Account # 2202559020 - Firehouse 12/22/2022 - 01/2...	-1,018.09
03/06/2023	2938	Fords Fire District #7	Dispatch Service -March 2023	-6,094.75
03/06/2023	2939	Home Depot Credit Services	Account #6035 3225 4098 2968 Supplies	-487.23
03/06/2023	2940	Home News Tribune	Account #ASB-099468 Notice - Fire Election February 1...	-81.80
03/06/2023	2941	Jessica Rizitis	Website Maintenance - March 2023	-211.92
03/06/2023	2942	LAWN DOCTOR	Customer#795791 - Fall Cleanup	-61.95
03/06/2023	2943	LIFE INSURANCE COMPA...	GL 009906-000-000 LIFE INSURANCE - 03/17/2023-0...	-893.20
03/06/2023	2944	Maria Bucsanszky, E.A	Monthly Fee - March 2023	-2,791.67
03/06/2023	2945	MIDDLESEX WATER COM...	Acct # 3046515564-Hydrant Service February 2023	-13,717.63
03/06/2023	2946	PORT READING FIRE CO #1	Stipend Funds-Refreshments, Irish Parade, Banquet, H...	-2,396.19
03/06/2023	2947	POSTMASTER	2 Rolls of Stamps	-126.00
03/06/2023	2948	PSE&G	ELECTRIC BILL-Summary Account #1301219207	-2,138.51
03/06/2023	2949	THE HARTFORD GROUP B...	Life Ins Customer#011215320001-2/Pol#734229 -03/01...	-334.80
03/06/2023	2950	TOWNSHIP OF WOODBRI...	Fuel - October 1, 2022 -December 31, 2022	-1,663.21
03/06/2023	2951	TURNOUT FIRE & SAFETY...	Uniforms/Fizer	-130.00
03/06/2023	2952	Tyler Technologies, Inc	Inspector Mobile & Mobile Eye	-3,412.67
03/06/2023	2953	VERIZON WIRELESS	742492817-00001/Cell Phone	-80.02
03/06/2023	2955	NAPA Auto Parts of Colonia	Supplies-(2) Dome Lamps	-31.34
03/06/2023	2956	TURNOUT FIRE & SAFETY...	Uniforms/Deleo	-104.25
03/06/2023	2958	TURNOUT FIRE & SAFETY...	Uniforms/Douglas	-99.00
03/06/2023	TEPS	New Jersey State Health Be...	Health & Prescription Benefits Actives 03/01/2023 - 03/...	-15,706.12
03/06/2023	TEPS	New Jersey State Health Be...	Health & Prescription Benefits Retired 03/01/2023 - 03/...	-3,496.74
03/06/2023	2959	Woodbridge Fire District #1	Reimbursement - Vision & Dental Coverage - March 2023	-2,113.88
Total Northfield - Voucher				-69,486.54
<b>TOTAL</b>				<b>-69,486.54</b>

12:29 PM  
03/06/23  
Accrual Basis

**BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2**  
**ADD-ON BILLS**  
March 7, 2023

Date	Num	Name	Memo	Amount
<b>Northfield - Voucher</b>				
03/07/2023	2960	Absolute Fire Protection Com...	2001 E-One Pumper (2-1) Water Leak From Pump Repair...	-165.00
03/07/2023	2961	Elizabethtown Gas	Account # 2202559020 - Firehouse 01/25/2023 - 02/22/...	-813.81
03/07/2023	2962	MIDDLESEX WATER CO	ACCOUNT #2060200000 - Water Bill 11/22/2022 - 02/22/...	-686.63
03/07/2023	2963	Oliver & McClellan	AMERICAN COOLAIR VANE AXIAL BLOWER	-1,495.00
03/07/2023	2964	TOWNSHIP OF WOODBRID...	Acct#62282900-0 Sewer User Fee 2023	-5,481.22
03/07/2023	2965	VERIZON WIRELESS	742492817-00001/Cell Phone	-80.02
Total Northfield - Voucher				-8,721.68
<b>TOTAL</b>				<b>-8,721.68</b>

# Chief report for the month of march

Total calls for the month of february was:32 calls it brings our total calls for the year to 54

- 5 reported smoke reported
- 1 hazmat
- 1 roof collapse
- 3 water leak
- 1 structure fire
- 8 fire alarm
- 5 mva
- 1 elevator emergence]
- 2 gas oder
- 1 open burning
- 1 drill
- 1 brush fire
- 1 auto aid into district 5
- 1 tank fire

March 12th sunday will be the st patrick's day parade at line up at 1230 start time at 1330

WOODBIDGE TOWNSHIP BOARD OF FIRE COMMISSIONERS  
 DISTRICT 2  
 PORT READING, NJ

RESOLUTION  
 Election Certification

WHEREAS, the Board of Fire Commissioners, Woodbridge Township District 2, Port Reading held the annual election in accordance with NJSA 40A:17-72 on February 18, 2023, and

WHEREAS, this election was held in the time and manner as prescribed by statute and there were no protests or challenges,

THEREFORE BE IT RESOLVED that the results of the election were as follows:

For Fire Commissioner (3 Year Term):

Daniel Eagan	84 votes
Robert Santorelli	93 votes
Write In	2 votes

Question #1

“Shall the Fire District No. 2 2023 Fiscal Year Budget be adopted with total revenues of \$3,320,507.41 which includes \$3,264,296.41 to be raised by taxation and total appropriations of \$3,320,507.41?”

Yes	56 votes
No	44 votes

Moved... *Comm Weber*  
 Seconded... *Comm Cinelli*  
 Roll Call Vote:

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Robert Santorelli				X
JoAnn Molnar	X			
Stephen Weber	X			
Mark Cinelli	X			
Daniel Eagan				X

March 6, 2023



**MARCH 6, 2023 – RE-ORGANIZATION MEETING**

**Fire Commissioners**

- President –**
- 1<sup>st</sup> V.P. –**
- 2<sup>nd</sup> V. P. –**
- Treasurer –**
- Secretary –**

**Committees**

- Radios & Alarms – Comm.**
- Personnel & Negotiations – Comms. &**
- Building & Grounds – Comms. &**
- Truck Maintenance – Comms. &**
- Gear & Equipment – Comm.**
- Health & Safety – Comms. &**
- Fire Prevention Bureau – Comm.**
- Hall Rental – Comms. &**
- Liason to First Aid Squad – Comm. or Comm.**

*Same as 2022*

**Appointments**

- Website Coordinator – Jessica Rizitis**
- Fire Official - ~~Brian Smith~~ *John Holloway***
- Banks – Northfield**
- Accountant – Maria Bucsanszky, EA**
- Attorney – Brian Bontempo – General Counsel**
- Auditor – Michael Bart, Bart & Bart CPA**
- Newspapers – Home News & Star Ledger**
- LOSAP Coordinator – Maria Bucsanszky**
- Clerk – Marianne Desantis**

# Port Reading Fire Department

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## ***Captains' Report – February 2, 2023 - March 1, 2023***

### **Engine 2-1**

2-3-2023 - Heat not working in cab.

2-18-2023 Passenger side intake changed due to damage while responding to Incident 2023-044. Replaced with spare from shed.

2-28-2023 - Issue with pump at Incident #2023-054. Contacted Absolute Fire Protection who came, evaluated and made necessary repairs. Issue with hose that came off during the incident. Also marked a leaking valve with the deck gun for repair that will be done in house. Heat also working.

3-2-2023 - Technician installed MDT mount

### **Engine 2-2**

2-6-2023 Board authorized bringing to Absolute for evaluation of gauges that became inoperable secondary to severe weather during Incident.

2-7-2023 ODP filled booster tank and performed cursory test of pump and gauges. Seem to be operating properly at this time.

249 Vacuumed and mopped floors of Engine.

Called Absolute Fire Protection to schedule drop off of Engine. Left message. Called back with no answer. Advised C11.

2-8-2023 - C11 advised engine need to be taken on 2-9-23 to Absolute for evaluation.

2-9-2023 - Engine taken to Absolute for evaluation.

2-13-2023 - Engine picked up from Absolute. Repairs made. Placed back in service.

2-16-2023 - Replaced bulb on right side pump panel (#1156). Found right side upper step light out on rear. Need to order replacement bulbs.

3-1-2023 - Received NAPA order of (2) Dome lights for rear of 2-2. Replaced one rear light.

3-2-2023 - Technician installed MDT mount

### **Support Pick-Up 2-3-4**

2-7-2023 ODP Washed unit

2-27-2023 - Plow put on for winter storm

**Fire Company Vehicle 2-3-5**

2-16-2023 - Unit returned by Township from repairs.

**Support Unit 2-3-6**

**Fire Prevention Vehicle 2-3-7**

2-20-2023 - Washed by ODP.

**Marine 2-3-8**

2-21-2023 - C11 & C6 attended New Jersey Fireboat Task Force meeting in Carteret. Port Securities Grant to be released on Monday, 2/27.

**Ambassador 1000 by 6000 GPM Hydro Chem/Foam Trailers**

2-2-2023 - Unit HG-3 has flat tire.

**LDH Box Trailers, Open Trailer & Decontamination Trailer**

**Equipment**

2-6-2023 Assorted equipment taken out of service from Engine 2-2 secondary to Incident 2023-027. Review of condition to take place by Board of Fire Commissioners.

C8 gave the Hose testing contract received from Fail Safe / IIA, to Director Small for review.

2-10-2023 - Minerva picked up 10 sets of turnout gear to be tested and washed. Ran NorthStar pump, no issues found. Check all vehicle registrations, no issues found.

2-23-2023 Call placed to Approved to have 3, 4-way meters serviced.

2-24-2023 - Minerva returned 10 sets of turnout gear from testing and washing. One set of bunker pants failed testing. Noted on disposal list. Approved Fire Protection came and calibrated 4-way gas meters #2, 3 & 4.

2-25-2023 - Replaced airline hose for 2-1 with new hose.

3-1-2023 - Completed all cost recovery paperwork for labor/equipment. Picked up by Comm. Weber.

3-2-2023 - Received delivery of two pairs of Haix turnout boots

**Building and Grounds**

2-8-2023 - Kohler Emergency Generator conducted weekly test.

2-9-2032 - Filled 1 SCBA bottle for Woodbridge FD.

2-11-2023 - Meeting hall used for EMT class.

2-13-2023 - Filled 2 SCBA bottles for Woodbridge FD.

2-18-2023 - 1400-2100 Commissioner/Budget Election in hall.

2-20-2023 - Filled 3 SCBA bottles for Woodbridge FD.

2-21-2023 - Filled 1 SCBA bottle for WFD

2-23-2023 - CFF#248 Cleared for duty by Occ Health per respiratory protection plan.

ODP Filled 2 SCBA bottles for Woodbridge FD.

2-25-2023 - EMS class in hall.

3-1-2023 - Filled 4 SCBA bottles for WFD.

### **Fuel**

2-4-2023 - Unit 2-3-4 → 14.023 gallons.

2-6-2023 Engine 2-1 added 31 gallons

Engine 2-2 added 19 gallons

Unit 2-3-6 added 12.073

2-13-2023 - Unit 2-3-7 → 9.354 gallons.

2-18-2023 Engine 2-1 added 25.382 gallons

2-24-2023 - Unit 2-3-4 → 10.000 gallons.

2-28-2023 - Engine 2-1 → 31.330 gallons. Engine 2-2 → 36.930 gallons. Unit 2-3-6 → 6.528 gallons.

### **Training**

2-3-2023 - C11 attended FSI Level 2 class.

2-14-2023 - 248 & 2411 Completed SCBA refresher and JPR practical

2-19-2023 C8 received Certificate of Completion of Electric and Alternative Fuel Vehicles course.

2-20-2023 1000-1200 - C6 and C13 attended Compressed Natural Gas Vehicle Awareness class in District #1

2-21-2023 1000-1200 - VFF125 attended Compressed Natural Gas Vehicle Awareness class in District #1

2-22-2023 - C11, C12, CFF247, CFF248 and CFF2412 1000-1200 attended Compressed Natural Gas Vehicle Awareness class in District #1

2-22-2023 1300 Monthly Drill held and adjusted due to inclement weather. Review of WATP.

1930 VFF#'s 125 and 128 completed online training material.

3-2-2023 Resubmitted FS12 for C11.

### **Disposal List**

Vehicle DC battery jump pack (inoperative)

Old lavatory fan housing and motor components (inoperative)

Two 50' lengths of 3" hose, one 50' length of 5" hose and one Bullard ECLNIMHB 2.4V Rechargeable TIC battery. *(All damaged from Incident #2023-027).*

One set bunker pants, Morning Pride, Serial #2002008140, Size 40 x 30, issued to C13. *(Condemned after evaluation at Minerva following Incident #2023-027.)*

One 50' length of 1" forestry hose. *(Damaged from Incident #2023-054.)*

One box of wood cribbing from engine 2-2, 24 pieces total. *(Damaged at Incident #2023-027.)*

Officially,

Captains

Paul DeLeo

Rich Fritsch

Evan Douglas

Anthony Terebetsky

### **Pre-Planning Captain's Report**

- On 2-8-2023, C12 & C13 attended online meeting with Tom Gorman from Tyler Technology regarding attempting credit card or eCheck payments for Fire Inspection software. Next training meeting regarding payments scheduled for Tuesday, March 14, 2023 at 1pm.
- Online training with Bruce Wolfgram from Tyler Technology regarding Pre-Plan software for tablets set for March 7 - 9, 2023. Tentative time frame of end of March for program to be fully up and running.
- Added site maps of Avenel Truck & Equipment, 200 Essex Ave E, Avenel to pre-plan binder. Updated site map of PSEG Central Maintenance Shop, 749 Cliff Rd, Sewaren.

- On 2-24-2023, conducted pre-plan building site visit at Leandro's Pizza + Kitchen, 933 Port Reading Ave., in an effort to update building pre-plan map.
- Created pre-plan maps during the month for the following locations:
  - Port Reading Business Park, ProLogis Way
  - Leandro's Pizza + Kitchen, 933 Port Reading Ave

Respectfully submitted,

Captain Anthony S. Terebetsky