

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

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

Comm. Eagan was absent due to attending a class.

Minutes of the May 1, 2023 meeting were reviewed.

MOTION made by Comm. Molnar to accept the May 1, 2023 Minutes, seconded by Comm. Cinelli. All in favor 4-0.

TREASURER'S REPORT:

Balance	\$ 2,074,723.62
Deposits	\$ 809,493.25
Interest	\$ 2,144.17
Payroll	\$ (152,002.99)
Payroll Tax/Adjustments	\$ (2,278.01)
Disbursements for the Month	\$ (70,840.31)
Ending Balance	\$ 2,665,795.75

MOTION made by Comm. Weber to accept the Treasurer's Report, seconded by Comm. Molnar. All in favor 4-0.

BILLS TO BE PAID: \$ 70,840.31

MOTION made by Comm. Cinelli to pay the bills and add on bills, seconded by Comm. Weber. All in favor 4-0.

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. Cinelli. All in favor 4-0.

CHIEF'S REPORT:

The Chief's Report was submitted and reviewed.

MOTION made by Comm. Cinelli to accept the Chief's Report, seconded by Comm. Molnar. All in favor 4-0.

FIRE OFFICIAL REPORT:

The Fire Official's Report was submitted and reviewed.

MOTION made by Comm. Molnar to accept the Fire Official's Report, seconded by Comm. Weber. All in favor 4-0.

UNFINISHED BUSINESS:

Comm. Cinelli reported that they are still waiting for an update on the cell tower pole.

Comm. Santorelli inquired if the siren box was take care of. Comm. Cinelli stated that there are two items with PSEG for the building and light and the other was shut down.

Comm. Molnar reported that the agreement has been signed with "Cooper" on 6/1/23 and informed them to contact Captain Fritzsch.

OPERATIONS MANAGER:

Operations Manager Small reported that he received an estimate of \$1970 to replace the two kitchen windows and will get other quotes.

Operations Manager Small reported that he is looking into quotes for a sprinkler system and asked that the staff water the lawn in the interim.

Operations Manager Small reported that he received an email from Captain Douglas requesting the purchase of three sets of gear.

MOTION made by Comm. Weber to purchase three sets of gear at approximately \$12,000, seconded by Comm. Cinelli. All in favor 4-0.

TAXPAYER COMMENTS:

There were no comments from the public.

Motion was made by Comm. Cinelli to go into Executive Session at 7:08pm, seconded by Comm. Molnar. All in favor 4-0.

MOTION out of Executive Session at 7:48 pm.

EXECUTIVE SESSION:

Matters discussed during Executive Session were personnel issues.

MOTION to adjourn meeting at 7:49 pm made by Comm. Molnar, seconded by Comm. Weber.
All in favor 4-0.

Respectfully submitted,

Marianne DeSantis
Board Clerk

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

June 5, 2023

Treasurer's Report

BEGINNING BALANCE	\$ 2,074,723.62
Deposits	809,493.25
Interest	2,144.17
Payroll	(152,002.99)
Payroll Tax/Adjustments/Transfers	2,278.01
Disbursements for the Month	<u>(70,840.31)</u>
ENDING BALANCE	\$ 2,665,795.75

9:53 AM

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

06/05/23

ADD-ON BILLS

Accrual Basis

June 6, 2023

Date	Num	Name	Memo	Amount
Northfield - Voucher				
06/06/2023	3067	FRANCIS CAM...	E-mail Hosting/Support - May 2023	-216.00
06/06/2023	3068	MIDDLESEX W...	ACCOUNT #2060200000 - Water Bill 02/22/2023 - 05/19...	-802.73
06/06/2023	3069	PENGUIN MAN...	Lieutenant Plan (25 Recipients) Unlimited App & Text Noti...	-972.00
06/06/2023	3070	FRANCIS CAM...	E-mail Hosting/Support - June 2023	-216.00
06/06/2023	3071	Elizabethtown Gas	Account # 2202559020 - Firehouse 04/22/2023 - 05/23/...	-344.24
06/06/2023	3072	POSTMASTER	PO Box #207 Fee/12 Months	-168.00
Total Northfield - Voucher				-2,718.97
TOTAL				-2,718.97

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

BILL LIST

May 2 through June 5, 2023

06/01/23

Date	Num	Name	Memo	Amount
Northfield - Voucher				
05/02/2023	3024	VALIC.	GROUP #63331 - 2022 LOSAP CONTRIBUTION	-7,744.00
05/02/2023	3025	BRIAN SMALL.	Reimbursement - (2) Tables	-191.88
05/02/2023	3026	THE HARTFORD GROUP B...	Life Ins Customer#011215320001-2/Pol#734229 -05/01...	-380.40
05/31/2023	3027	Shevchenko Monumental, L...	Inscriptions - (4) Names	-780.00
06/05/2023	3028	Absolute Fire Protection Co...	2001 E-One Pumper (2-1) Repaired Air Leak	-440.48
06/05/2023	3029	Aquila Landscape Contractors	Spring Clean Up & Planted Flowers Around Flag Post &...	-1,975.00
06/05/2023	3030	Brian A Bontempo	Monthly Fee - June 2023	-866.67
06/05/2023	3031	Carpet Care Plus, LLC	LVP Floor Cleaning	-1,388.90
06/05/2023	3032	Comcast of New Jersey	Account #8499 05 340 0759643-Phone/Internet/TV/	-594.21
06/05/2023	3033	Dockside Bait & Tackle	Marine 2-3-8 - Fuel	-48.69
06/05/2023	3034	EHRlich	Commercial Pest General Maintenance Service - Cust#...	-91.85
06/05/2023	3035	Elizabethtown Gas	Account # 2202559020 - Firehouse 03/24/2023 - 04/2...	-230.69
06/05/2023	3036	FLORAL EXPRESSIONS, I...	Order #072689 - Vincent Martino	-110.00
06/05/2023	3037	Fords Fire District #7	Dispatch Service - June 2023	-6,094.75
06/05/2023	3038	GRAINGER	A/C# 887690728 Butane Refill Canister	-16.62
06/05/2023	3039	Home Depot Credit Services	Account #6035 3225 4098 2968 Supplies	-245.10
06/05/2023	3040	IIA Fire Department Testing	Fire Hose Test	-71.40
06/05/2023	3041	Jessica Rizitis	Website Maintenance - June 2023	-211.92
06/05/2023	3042	Kraese Repairs LLC	Pump Repair	-248.12
06/05/2023	3043	LAWN DOCTOR	Customer#795791 - Fertilization	-65.67
06/05/2023	3044	LIFE INSURANCE COMPA...	GL 009906-000-000 LIFE INSURANCE - 06/17/2023-0...	-893.20
06/05/2023	3045	Maria Bucsanszky, E.A	Monthly Fee - June 2023	-2,791.67
06/05/2023	3046	MIDDLESEX WATER COM...	Acct # 3046515564-Hydrant Service May 2023	-13,717.61
06/05/2023	3047	NAPA Auto Parts of Colonia	Supplies- Blue Def	-37.98
06/05/2023	3048	PSE&G	ELECTRIC BILL-Summary Account #1301219207	-916.52
06/05/2023	3049	Staples Business Advantage	Acct#NYC 1054611- Orator Sound Lectern	-980.88
06/05/2023	3050	THE HARTFORD GROUP B...	Life Ins Customer#011215320001-2/Pol#734229 -06/01...	-380.40
06/05/2023	3051	Thomas Electric LLC	Replaced Damaged Single Pole Lighting Switch in EMS...	-263.60
06/05/2023	3052	TURNOUT FIRE & SAFETY...	Uniforms/Pereira	-130.00
06/05/2023	3053	VERIZON WIRELESS	742492817-00001/Cell Phone	-80.02
06/05/2023	3054	WEST MARINE PRO	Gloves, Aqua Shoes & Lite Nav All Led	-85.45
06/05/2023	3055	WETSCAPE	Service Call - System Leaking	-174.00
06/05/2023	3056	Witmer Public Safety Group	A/C# WOOWTP1 -Fire Eagle Air Men's Boots	-486.11
06/05/2023	3057	Woodbridge Fire District #1	Reimbursement - Vision & Dental Coverage - June 2023	-2,113.88
06/05/2023	3058	IIA Fire Department Testing	Appliance, Firehose, Ladder & Nozzle Test & Heat Sen...	-5,660.61
06/05/2023	3059	TURNOUT FIRE & SAFETY...	Uniforms/Douglas	-203.00
06/05/2023	3060	WETSCAPE	Spring Sprinkler Start Up	-109.00
06/05/2023	3061	Witmer Public Safety Group	A/C# WOOWTP1 -Sterling Tubular Webbing	-33.47
06/05/2023	3062	TURNOUT FIRE & SAFETY...	Uniforms/Terebetsky	-175.00
06/05/2023	3063	TURNOUT FIRE & SAFETY...	Uniforms/Deleo	-175.00
06/05/2023	3064	TURNOUT FIRE & SAFETY...	Uniforms/Fizer	-128.70
06/05/2023	3065	TURNOUT FIRE & SAFETY...	Uniforms/Fritzschn	-130.00
06/05/2023	3066	TURNOUT FIRE & SAFETY...	Uniforms/Dileo/Fritzschn	-175.00
06/05/2023	TEPS	New Jersey State Health Be...	Health & Prescription Benefits - Retirees - 06/01/2023 - ...	-3,496.74
06/05/2023	TEPS	New Jersey State Health Be...	Health & Prescription Benefits - Active - 06/01/2023 - 0...	-15,706.12
Total Northfield - Voucher				-70,840.31
TOTAL				-70,840.31

Port Reading Fire Department



Captains' Report – April 27, 2023 - June 1, 2023

Engine 2-1

4/28/2023 Washed by ODP for funeral detail.

5-1-2023 Washed by ODP and bay floor underneath

Reported slight air leak heard near front driver's side cab. Emailed service technician to schedule repair\diagnosis.

5-5-2023 Absolute technician repaired air leak.

5-30-2023 Check engine light on.

Engine 2-2

5-18-2023 Washed by ODP and bay floor underneath

Support Pick-Up 2-3-4

5-13-2023 - Found passenger's side mirror loose.

Fire Company Vehicle 2-3-5

Support Unit 2-3-6

5-23-2023 - Vehicle indicating engine oil needs to be changed soon.

5-30-2023 Vehicle indicating engine oil needs to be changed soon.

5-31-2023 - Vehicle now indicating oil change required.

Fire Prevention Vehicle 2-3-7

Marine 2-3-8

5-25-2023 - Installed new cover on davit.

Ambassador 1000 by 6000 GPM Hydro Chem/Foam Trailers

LDH Box Trailers, Open Trailer & Decontamination Trailer

5-9-2023 C6 and C13 brought Atlantic Response to Buckeye Ambassador to show repairs needed.

Equipment

4/28/2023 NJ Fire Equipment returned 2 repaired SCBA units. Placed back in service.

4-30-2023 - 2-0-1 reported issue with portable radio battery. Replaced with one from Watch Room and tagged out of service.

5-2-2023 - Found issue with portable radio battery for spare radio in Watch Room. Tagged out of service.

5-14-2023 - Holmatro Combi-Tool pump retuned from repairs and placed back onto 2-1.

5-16-2023 - New davit for M238 received. Brought to Glasson's for painting 5-17.

5-27-2023 - We are in need of 3 portable radio batteries, currently 3 radios are out of service.

Building and Grounds

4/28/2023 Wetscape Tech here for leak in sprinkler system. Will need to return on Tuesday 5/2. Needs parts and will require digging up the area to repair. For now, ODP will need to water with garden hoses if precipitation is low.

5-1-2023 OM Small delivered new tables for meeting room unpackaged and placed. Meeting room set up for meetings.

1800-2030 Fire Company Meeting and Fire Commissioner Meeting in hall.

5-5-2023 Delivery received of new podium for firehouse. Assembled.

5-9-2023 Fizer plumbing clearing drain in bunk room bath sink

Shevchenko monuments added names to monuments. OM Small confirmed locations.

5-11-2023 - Fizer Plumbing made repairs to faucet and drain to Career Quarters bathroom sink.

5-15-2023 - Thomas Electric repaired faulty light switch in EMS Quarters. Lawn Doctor applied Spring fertilizer and weed control to grass.

5-17-2023 - Lawn very dry. Sprinklers manually operated for 10 minutes at 0930 and 1530. Secured valve after pending repairs.

1800 - Prospective new Volunteer Firefighter given application and instructions. Notified Chief and provided contact information.

Delivery of roll towels and wire ties received from Home Depot.

5-18-2023 1635 Ran sprinkler approximately 30 minutes then shut back down. Waiting on repairs.

5-19-2023 1300 Township IT department Techs here working on phones.

Filled 1 SCBA 4500, bottle for District 1.

1500 Ran sprinkler approximately 30 minutes then shut back down. Waiting on repairs.

5-22-2023 Aquila Landscaping here sprucing up the grounds.

5-26-2023 - Image Glass came to inspect windows in kitchen for repairs.

5-29-2023 - 0900-1030 Memorial Day Services Held

5-30-2023 1231 Pest Control Tech here for service. Also, checking flying ant issue at front door and right side of Bay door 1 (Rot / termites).

Fuel

4-29-2023 - Unit 2-3-6 → 8.000 gallons.

4-30-2023 - Unit 2-3-7 → 5.477 gallons.

5-1-2023 Engine 2-1 added 24.080 gallons.

5-3-2023 - Engine 2-2 → 31.500 gallons. Unit 2-3-4 → 14.766 gallons.

5-11-2023 - Engine 2-1 → 30.1 gallons at Station 1

5-13-2023 - Pick up 2-3-4 added 17.050 gallons

5-14-2023 - Marine 2-3-8 → 11.88 gallons at Dockside

5-19-2023 Engine 2-2 24.4 gallons.

5-23-2023 - Engine 2-1 → 29.4 gallons at Station 1

5-25-2023 - Unit 2-3-7 → 12.500 gallons.

Training

5-17-2023 - Assigned OLT (Customer Service for the Fire Department) via Target Solutions software to staff. Due 6-17-23

5-18-2023 C8 & 2412 completed course- "Customer Service for Fire Department Personnel", exams taken, passed and certificates awarded.

5-24-2023 - C8, C13 & 2411 attended Boat simulator training in Brooklyn, NY.

5-25-2023 - C8, C13 & 2411 attended Boat simulator training in Brooklyn, NY.

Disposal List

Officially,

Captains

Paul DeLeo

Rich Fritzsch

Evan Douglas

Anthony Terebetsky

Pre-Planning Captain's Report

- Attended meeting on 5-5-23 with Woodbridge Chief and Deputy Chiefs, as well as, Avenel Chief regarding our Automatic Aid Agreements. Discussions were about how system is working, any issues that have arisen and possible future expansion of Agreements. Addition of responding for Fire Alarm Activations at 10 Green Street and 55 Brook Street, along with 10 Main Street.
- On 5-23-2023, ODP conducted pre-planning and installed hydrant markers in the following locations where needed: Grover Cleveland Service Area, Thomas Edison Service Area, Alvin Williams Park, Village at Falcon Point and Evergreen East Apartments.
- On-going continual work during the month inputting information into MobileEyes Pre-Plans system.
- Upcoming pre-plan meeting for annual Independence Day Fireworks event scheduled for 6-8-2023 at 1000 hours at the Woodbridge Community Center.
- Date for annual Independence Day Fireworks event @ Alvin Williams Park is scheduled for 7-3-2023 with a rain date of 7-5-2023. Asking for additional career staffing, along with volunteer members, to cover event.

Respectfully submitted,

Captain Anthony S. Terebetsky

Chiefs report for JUNE meeting

Total calls for the month of MAY was:24 and brings our total calls for the year to:122

- 2 down wires
- 5 fire alarms
- 1 fuel leak
- 1 dep notification
- 3 smoke
- 1 structure fire
- 1 Water rescue
- 1 mutuel aid
- 2 auto aid
- 1 hazmat call
- 2 open burning
- 1 trashcan fire
- 1 water leak
- 1 mva
- 1 brush

Memorial day services went well