

**PORT READING BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2
PORT READING, NJ 07064
May 2, 2022**

The Board Accountant read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of May 2, 2022 was called to order by Commissioner Santorelli at 7:00 pm. Four Commissioners were present: Comm. Santorelli, Comm. Molnar, Comm. Cinelli and Comm. Eagan. Board Accountant Maria Bucsanszky was present. Board Attorney Brian Bontempo was present. Board Clerk Marianne DeSantis was absent.

Comm. Weber was absent since attending an education class.

Minutes of the April 4, 2022 meeting were reviewed.

MOTION made by Comm. Cinelli to accept the April 4th minutes, seconded by Comm. Molnar. All in favor 4-0.

TREASURER'S REPORT:

Balance	\$ 1,228,382.38
Deposits	\$ 2,449.29
Interest	\$ 98.56
Payroll	\$ (90,982.81)
Payroll Tax/Adjustments	\$ (1,457.65)
Disbursements for the Month	\$ <u>(52,001.92)</u>
Ending Balance	\$ 1,086,487.85

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

BILLS TO BE PAID: \$ 52,001.92

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

CHIEF'S REPORT:

The Chief's report was submitted and reviewed.

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

CAPTAIN'S REPORT

Captain DeLeo reported on the air management drill on April 28 that went well.

Captain DeLeo reported that there will be a drill on Marine 5 on June 8 in the am with Shell and Woodbridge Fire Department, since they will be focusing on water rescue this month. Captain DeLeo requested overtime for three career firefighters since it is Tour 4. Comm. Santorelli approved the overtime.

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

FIRE OFFICIAL REPORT:

The Fire Official's Report was submitted and reviewed.

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

TAXPAYERS COMMENTS:

There were no taxpayer comments.

UNFINISHED BUSINESS:

Comm. Cinelli reported on the pending repairs that were made to the building.

Comm. Molnar reported on the renewal maintenance contract for the generator. Comm. Molnar suggested looking into other companies since the price went from \$813.60 to \$1166.48 in one year which is a 43% increase.

Comm. Molnar reported that they received a quote for \$2,647 to repair the monument and are looking to move it over to St. Anthony's pending Father Smith's approval. Comm. Molnar requested that that our attorney forward a copy of the police report to the insurance company of the motorist that caused the damage.

Comm. Molnar reported that they received a quote from Aquila for the landscaping but would like to hold off pending the possible moving of the monument and possibly remove some bushes and redo the landscaping.

NEW BUSINESS:

MOTION made by Comm. Eagan to purchase five sets of gear, not to exceed \$15,000, seconded by Comm. Molnar. All in favor 4-0.

MOTION made by Comm. Molnar to certify the civil service list for entry level firefighters in anticipation of hiring two firefighters this year, seconded by Comm. Cinelli. All in favor 4-0.

Comm. Molnar reported that we have a fully executed three year collective bargaining agreement with Local 290. Comm. Molnar thanked Captain DeLeo and the team and stated that she and Comm. Cinelli were proud to negotiate with them. Captain DeLeo commented that he was pleased and happy to work with Comm. Molnar and Comm. Cinelli and thanked them for their professionalism, hard work and dedication to the District.

Comm. Santorelli reported that we will be having the Memorial Day Service, starting with 8:30 am Mass and then the service at 9:00 am at the Fire House. Comm. Santorelli will contact the Ladies Auxiliary regarding refreshments to be served in the bay if the weather is nice and requested that Captain DeLeo play the bagpipes. Comm. Molnar and Comm. Santorelli will discuss the names that need to be added to the monument.

MOTION made by Comm. Eagan to enter Executive Session at 7:15 pm, seconded by Comm. Weber. All in favor 4-0.

MOTION out of Executive Session.

EXECUTIVE SESSION:

Matters discussed during Executive Session were personnel issues and a resolution for hiring.

Comm. Molnar read the first reading of the Resolution authorizing the increase of career staffing to a cap of eighteen positions.

MOTION made by Comm. Cinelli to accept the first reading of the Resolution authorizing the increase of career staffing to a cap of eighteen positions, seconded by Comm. Eagan. All in favor 4-0.

MOTION made by Comm. Cinelli to approve the purchase of cameras for the exterior of the building in the amount of \$5,280 from "Central Jersey Security Cameras", seconded by Comm. Eagan.

MOTION to adjourn meeting made by Comm. Molnar, seconded by Comm. Eagan. 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

May 2, 2022

Treasurer's Report

BEGINNING BALANCE	\$ 1,228,382.38
Deposits	2,449.29
Interest	98.56
Payroll	(90,982.81)
Payroll Tax/Adjustments/Transfers	(1,457.65)
Disbursements for the Month	<u>(52,001.92)</u>
 ENDING BALANCE	 \$ 1,086,487.85

11:05 AM

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

05/02/22

ADD-ON BILLS

Accrual Basis

May 3, 2022

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Northfield - Voucher				
05/03/2022	2616	EHRlich	Commercial Pest General Maintenance Service - Cust# 2...	-84.27
05/03/2022	2617	NEW JER...	(1) Cairns 1044 Helmet	-335.20
05/03/2022	2618	Staples Bu...	Supplies	-148.28
05/03/2022	2619	VFIS	C18589 - Policy #VFP 4231-0669E-06 3/20/22 - 3/20/23	-1,599.00
05/03/2022	2620	THE HAR...	Life Ins Customer#011215320001-2/Pol#734229 05/01/20...	-334.80
05/03/2022	2621	VALIC.	GROUP #63331 - 2021 LOSAP CONTRIBUTION	-5,412.00
Total Northfield - Voucher				<u>-7,913.55</u>
TOTAL				<u><u>-7,913.55</u></u>

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

BILL LIST

April 5 through May 2, 2022

04/27/22

Date	Num	Name	Memo	Amount
Northfield - Voucher				
04/05/2022	2592	Stone Mountain Printing	Incident Report Forms	-55.50
04/05/2022	2593	FRANCIS CAMPBELL	E-mail Hosting/Support - April 2022	-216.00
05/02/2022	2594	Approved Fire Protection Co	Gas Meter Calibration	-936.05
05/02/2022	2595	Brian A Bontempo	Monthly Fee - May 2022	-833.26
05/02/2022	2596	Comcast of New Jersey	Account #8499 05 340 0759643-Phone/Internet/TV	-566.26
05/02/2022	2597	EHRlich	Commercial Pest General Maintenance Service - Cust#...	-79.50
05/02/2022	2598	Elizabethtown Gas	Account # 2202559020 - Firehouse 02/22/2022 - 03/24...	-610.82
05/02/2022	2599	FLORAL EXPRESSIONS, I...	Order #065051 - Sympathy Basket - D.Schmidt	-60.00
05/02/2022	2600	Fords Fire District #7	Dispatch Service - April 2022	-5,975.25
05/02/2022	2601	GRAINGER	Bail Mount, Hitch Pull & Water Nozzle	-52.09
05/02/2022	2602	Home Depot Credit Services	Account #6035 3225 4098 2968 Supplies	-1,214.68
05/02/2022	2603	Jessica Rizitis	Website Maintenance - May 2022	-207.75
05/02/2022	2604	LIFE INSURANCE COMPA...	GL 009906-000-000 LIFE INSURANCE - 05/17/2022-0...	-781.55
05/02/2022	2605	Maria Bucsanszky, E.A	Monthly Fee - May 2022	-2,653.00
05/02/2022	2606	Michael DiLeo	Reimbursement - Work Shoes	-104.99
05/02/2022	2607	MIDDLESEX WATER COM...	Acct # 3046515564-Hydrant Service April 2022	-13,708.30
05/02/2022	2608	NAPA Auto Parts of Colonia	Supplies	-161.46
05/02/2022	2609	PSE&G	ELECTRIC BILL-Summary Account #1301219207	-865.39
05/02/2022	2610	Racestar Inc.	Fuel March 2022	-48.00
05/02/2022	2611	TJ'S SUPERIOR EXTERIORS	Removed & Replaced Damaged Shingles	-350.00
05/02/2022	2612	TOWNSHIP OF WOODBRI...	Fuel - January 1, 2022 - March 31, 2022	-1,025.02
05/02/2022	2613	GRAINGER	A/C# 887690728 Edger Blade	-48.10
05/02/2022	2614	TJ'S SUPERIOR EXTERIORS	Siding & Garage Door Repairs	-1,400.00
05/02/2022	2615	Woodbridge Fire District #1	Reimbursement Dental & Vision Benefits - May 2022	-1,984.47
05/02/2022	TEPS	New Jersey State Health Be...	Health & Prescription Benefits Active 05/01/2022 - 05/3...	-14,927.49
05/02/2022	TEPS	New Jersey State Health Be...	Health & Prescription Benefits Retired 05/01/2022 - 05/...	-3,136.99
Total Northfield - Voucher				-52,001.92
TOTAL				-52,001.92

Port Reading Fire Department



Captain's Report – March 31, 2022 - April 28, 2022

Engine 2-1

4-4-2022 ODP Washed engine and apparatus bay floor underneath

4-11-2022 ODP Washed engine and apparatus bay floor underneath

4-14-2022 - Washed by ODP after vehicle fire.

4-16-2022 Discovered issue with spreader cord reel not rewinding. Opened electrical box but unable to fix the issue. ESI contacted for service.

4-18-2022 - Washed by ODP.

4/25/2022 ODP washed engine and floor underneath.

Added 2 quarts of oil.

4-26-2022 - Added 2 ½ gallons of DEF.

4-27-2022 – To Absolute for pump testing and preventative maintenance.

Engine 2-2

4-14-2022 - Washed by ODP.

4-17-2022 Down 1 SCBA mask.

4-21-2022 ODP Washed and bay floor underneath.

Engine 2-3

4-5-2022 Pump tested and washed both engine and associated Bay floor.

4-12-2022 Pump tested and washed both engine and associated Bay floor.

4-16-2022 Discovered significant fluid leak under engine. Unit taken OOS and Buckeye contacted regarding the issue.

4-17-2022 Fluids earlier reported to be leaking underneath engine were clean up by ODP (still has a drip / leak). Absorbent pads placed down with the floor pan.

4-27-2022 After speaking with Wayne Egan for authorization (Brendan Leehan is no longer with the company) Campbell is arranging for service for the unit.

Support Pick-up 2-3-4

4-13-2022 Washed by ODP.

4-14-2022 - Checked engine fluids. No issues A/T/T.

4-17-2022 Ran, no issues other than already reported.

4-21-2022 Added new clipboard to unit.

4-25-2022 Ran, no issues other than already reported

Fire Company vehicle 2-3-5

Support Unit 2-3-6

4-17-2022 Ran, display noting that an oil change is due.

4-25-2022 Ran, no issues other than already reported. Oil change still needed.

4-27-2022 Informed Operations Manager in Captains update of the need for an oil change.

Fire Prevention vehicle 2-3-7

4-18-2022 - Washed by ODP.

Marine 2-3-8

4-18-2022 - C-11 came and put unit into the water. It is not in service at this point.

4-19-2022 – Marine 2-3-8 outfitted with equipment

4-20-2022 – Cushions for seat brought in from Holiday sled outside in back of shed, cleaned and placed in apparatus bays.

4-22-2022 - ODP test drove unit and ran self-primer pump. Not yet in service.

4-25-2022 Still out of service.

4-27-2022 Unit in service and notified dispatch and Regional Fireboat Task Force Communications Supervisor.

Ambassador 1000 by 6000 GPM Hydro Chem/Foam Trailers

LDH Box Trailers, Open Trailer & Decontamination Trailer

4-26-2022 - Purchased heavy duty tarp to cover Holiday sled and moved sled with trailer to Twp. Tow Yard, Arbor St., Sewaren, for safe keeping.

Equipment

4-2-2022 - Gas Meter #6 on 2-2 reading error code. Tagged out of service for repair.

4-6-2022 - Kohler Emergency Generator conducted its weekly test.

4-7-2022 – Scheduled pump testing and maintenance for 2-1 & 2-2 with Absolute starting 4/25.

4-8-2022 – ODP exercised Northstar Semi-trash pumps. No issues ATT

4-9-2022 Checked all meters on 2-1, 2-2 and 2-3. All meters in Banks of 2-1 & 2-2 have 87 days until required calibration. XL II single meter on 2-2 has 95 days. 2-3's meter 87 days. One meter from 2-2's bank in need of repair and is being sent out.

4-12-2022 0830-1750 Failsafe providing Hose, Ladder and Appliance testing. Failed items placed in apparatus bays. C8 advised.

4-14-2022 - Angelo from Safe-T came and measured the following for new turnout gear: C-12, C-11, 2-4-9 & VFF Matyi. 2-0-1 unable to attend.

4-15-2022 – Approved calibrated gas meters / 1 damaged meter repaired

4-18-2022 - Repaired inoperable landing zone light #4. Working A/T/T.

4-20-2022 0818 New Jersey Fire Equipment here bench testing all SCBA.

4-22-2022 - Started and ran NorthStar pumps. No issues A/T/T.

4-27-2022 Our Verizon account was set up, with static IP addresses, for our MDT's which are now operational. Reached out to Major Police Supply for an update on parts for the installation for the engines. Contacted T. McNamara from WFD who will get our relevant information to the town so the CAD can be utilized.

Buildings and Grounds

3-31-2022 1022-1044 OM Small and Fred from Security Systems Solution meeting going over installation of security cameras.

4-1-2022 1151 Oxygen delivery, squad ODP handled.

4-4-2022 0905 Received delivery of DEF from NAPA

1015 received phone call from "Stephen" from Airpower intl. that the company would be back out in June for their next service/test. Will notify compliance Captain.

1620 Filled three (3) SCBA cylinders for WFD #1.

1755 C6 submitted requested supplemental documentation for Public Assistance COVID expense reimbursement to FEMA.

4-6-2022 - Picked up new air compressor from Home Depot as requested by OM Small. Installed by C-13 & 2-4-12.

4-7-2022 – UPS delivery of paper towels.

- Filled 8 bottles for WFD

4-8-2022 0945-1045 ODP and VFFs #125 & #128 Provided assistance to local school for STEM project with Colonia Fire Department 12-2-1.

C6 filed more documentation to NJOEMS and FEMA for COVID cost recovery.

1315 VFF#125 brought old building compressor to scrap yard. Money received placed in marked envelope in IO mail for Maria.

1500 ODP Filled 8 SCBA cylinders for WFD Fire District #1

4-10-2022 - Picked up new weedwhacker from Home Depot. ODP along with OM Small and PREMS crew moved glass trophy case into basement. Bottom landing of exterior stairwell filled with water, appears drain might be clogged.

4-11-2022 0830-1218 Superior Exteriors repaired building damaged areas and replaced missing mansard roof shingles.

1800 Gave caution tape to ODEMS to cordon off front of Lee St parking lot for pending flower sale.

1820 Opened, assembled new weedwhacker and placed battery on charge.

4-12-2022 1532 Representative of HOC Drip infusion center dropped off promotional materials.

1645 First-net representative dropped of promotional materials

1830 Chief PRFC inquired about background check for prospective Volunteer FF member. C6 contacted Maria who confirmed that she still has the paperwork. Will be picked up tomorrow

1900-2015 Relief and Exempt meeting in hall

4-13-2022 Lawn maintenance by ODP.

4-14-2022 - Comm. Santorelli approved a picture from Commissioners' Office to be given to former Comm. Nardiello. Picture given to Mr. Nardiello by C-13.

4-18-2022 - Removed name from Memorial plaque and outdoor sign. Lt. Korenski, VFF Matyi, VFF Kreuzsch & VFF Bombardier working on floors in basement.

4-19-2022 – Staples delivery of envelopes

- Delivery of Capt. Holloway's new helmet
- Wetscape conducted sprinkler service start up
- Fire Co. continued stripping and waxing basement floor

4-20-2022 0930 ODP brought in trailer and sled from behind shed and organized items in order to facilitate lawn maintenance.

Ehrlich pest control came and provided service.

Fire Co. continued stripping and waxing basement floor.

4-21-2022 1425 Received FedEx delivery for EMS. Advised.

4-22-2022 - Filled 8 SCBA bottles for Woodbridge FD. FedEx delivery from Grainger.

4-23-2022 1930 VFF#125 and 2L1 here repositioning basement furniture after floor refinishing.

4-24-2022 0930 ODP Assisted stranded elderly motorist in Lee street lot across the street.

1530 ODP filled two (2) SCBA cylinders for Woodbridge Fire District #1.

1845 Used last GOJO #9129 hand soap refill in basement lavatory dispenser.
Ordered a 12 count case from Home Depot. Delivery expected April 28th.

4-25-2022 0615 Found two (2) cases of strawberries outside Port Reading Avenue entrance door. Boxes were leaking on the mat and concrete. Items discarded. Area cleaned up.

1335 Fed Ex delivery for squad, placed next to their bunkroom door (out on job).

4-26-2022 - UPS delivery, Gojo hand soap. Filled 8 SCBA bottles for Woodbridge FD.

4-27-2022 Lawn maintenance by ODP. The area of grass where the Xmas tree was has significant bare spots, as well as where the tree was removed. Also, a large bush was severely damaged when the monument accident occurred and it has not grown back.

- Filled 10 SCBA bottles for WFD.

4-28-2022 Informed by EMS crew that there is no access to the Grover Cleveland Rest area for the New Jersey Turnpike for Emergency responders, due to incorrect locking. Left messages with NJTA officials to have the situation corrected.

Fuel

4-2-2022 - Engine 2-3 → 9.000 gallons. Unit 2-3-4 → 13.131 gallons.

4-5-2022 Engine 2-1 30.806 gallons.

4-14-2022 - Engine 2-2 → 23.000 gallons.

4-16-2022 Engine 2-1 24.454 gals

4-22-2022 - Unit 2-3-7 → 10.250 gallons

4-26-2022 - Engine 2-1 → 29.000 gallons

Training

3-31-2022 Received PV Firefighter Safety training certificate from C8

4-1-2022 Received PV Firefighter Safety training certificate from C-12

4-6-2022 C6 sent email to Captains about Table top Worst Case scenario drill scheduled for Monday April 11 0800 @ Buckeye pipeline 750 Cliff Road.

4-11-2022 1500 provided membership letter for VFF #128 for IMS 200 training.

4-18-2022 C6 completed day one of NFA Incident Safety Officer Training 8 hours

4-19-2022 C6 completed day two of NFA Incident Safety Officer Training 8 hours

4-20-2022 C8 completed Evidence-Based Firefighting – Modern Fire Behavior 0830-1130.

4-24-2022 C6 sent email to department about upcoming Monthly Drill on SCBA use air management.

Disposal List

4-6-2022 - SpeedAire compressor.

Officially,

Captains

Paul DeLeo

Rich Fritzsich

Evan Douglas

Anthony Terebetsky

Compliance Captain's Report

4-1-2022 0800 Called Wetscape and scheduled sprinkler start up for this year. Appointment set for Tuesday April 19th.

4/4/2022 Fail Safe completed Hose, ladder, appliance and nozzle testing.

2-3- 100' 7.25 Hose from bed failed- Hole in hose.

1- 3" hose pony #3044 from passenger tray failed- Hole in hose.

2-2- 1 Spare 1.75 nozzle failed- Improper delivery of GPM.

2-1 5" LDH Hydrant valve Failed- Seized handle.

5" Jumbo failed- Flapper will not seat.

1 ¾ Hose length (50') #1000 failed- Leak at the female coupling.

1 ¾ Hose length (50') #1050 failed- Leak at the male coupling.

2 ½ Hose length (50') #3044 failed- Leak at the female coupling.

Placed above failed Hose, appliances and nozzle in large shed until the fire Commissioners determine if they either want to discard or repair.

4-25-2022 Called NJ Fire to have 3 packs tested that were overlooked when they were here on the 20th.

Respectfully submitted,

Captain Richard J. Fritzsich

Pre-Planning Captain's Report

- Multiple attempts (3) made to have representative from MobileEyes contact me regarding price for new Pre-Planning software for tablets. No return calls at this time. Called on 4-6-2022, 4-14-2022 and 4-18-2022.
- On 4-18-2022, began updating all District commercial information regarding Fire Department Connections (FDC) including proper location(s), size and if locked. Pre-plan books updated.
- Currently developing and updating hydrant listing of the District to include proper locations, cross street(s), landmark(s) and size of main if runs off of.

Respectfully submitted,

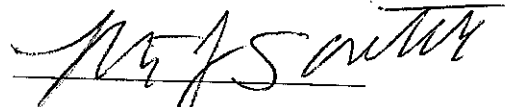
Captain Anthony S. Terebetsky

PORT READING BOARD OF FIRE COMMISSIONERS, FIRE DISTRICT NO. 2
RESOLUTION AUTHORIZING THE INCREASE OF CAREER STAFFING TO A CAP
OF EIGHTEEN (18) POSITIONS

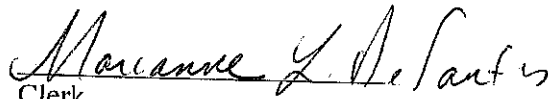
WHEREAS the Fire Commissioners of Woodbridge Township Fire District Number 2 are at all times desirous of maintaining a high level of fire suppression and fire prevention within Fire District No. 2 of the Township; and

WHEREAS in order to protect the lives and property of the residents of Fire District No. 2 of the Township of Woodbridge the Board hereby authorizes the creation of an additional eight (8) future paid career firefighters/fire inspector positions within Fire District #2 increasing the workforce from ten (10) to eighteen (18) to be implemented on an as needed basis and to be capped at eighteen (18) positions. The salaries shall be in accordance with the existing labor contract.

Dated 5/10/22


President, Robert Santorelli

I hereby certify that the above is a true and exact copy of the Resolution introduced by the Board of Fire Commissioners of the Township of Woodbridge at the regular meeting of the Board of Fire Commissioners of Fire District No. 2, which was held on May 2, 2022. This Resolution will be considered for final passage on Monday, June 6, 2022 at the regular monthly meeting.


Clerk