

**PORT READING BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO. 2  
PORT READING, NJ 07064  
August 7, 2023**

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

Comm. Eagan was out of town.

Comm. Weber was working.

Minutes of the July 10, 2023 meeting were reviewed.

MOTION made by Comm. Cinelli to accept the July 10, 2023 Minutes, seconded by Comm. Molnar . All in favor 3-0.

**TREASURER’S REPORT:**

Balance	\$ 2,467,396.08
Deposits	\$ 0
Interest	\$ 5,384.40
Payroll	\$ (111,053.86)
Payroll Tax/Adjustments	\$ ( 1,003.33)
Disbursements for the Month	<u>\$ ( 90,953.90)</u>
Ending Balance	\$ 2,271,776.05

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

**BILLS TO BE PAID:** \$ 90,953.90

MOTION made by Comm. Molnar 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.

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

**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 3-0.

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

**UNFINISHED BUSINESS:**

Comm. Cinelli reported that they are still waiting for an update with the PSEG bill and will inquire if we will be credited once it is straightened out.

Comm. Cinelli reported that we will not be getting the AT&T cell tower and stated they chose another site on Blair Road.

**OPERATIONS MANAGER:**

Operations Manager Small reported that they received a quote for an estimated four hour service call of \$820.00 to repair the radio on Engine 2-1.

MOTION made by Comm. Molnar to approve the service call in the amount of \$820.00, for the radio repair on Engine 2-1, seconded by Comm. Cinelli. All in favor 3-0.

Operations Manager Small requested approval of the add on bill of \$3610.00 for gear repair.

MOTION made by Comm. Molnar to approve the add on bill in the amount of \$3610.00 for gear repair, seconded by Comm. Cinelli. All in favor 3-0.

Operations Manager stated that Captain DeLeo requested approval for overtime for himself and two other firefighters this Tuesday to showcase the boat rescue during the Jr. Fire Academy. Comm. Santorelli stated that this would need to be discussed and they will get back to Captain DeLeo.

**TAXPAYER COMMENTS:**

There were no comments from the public.

Motion was made by Comm. Molnar to go into Executive Session, seconded by Comm. Cinelli. All in favor 3-0.

MOTION out of Executive Session.

**EXECUTIVE SESSION:**

Matters discussed during Executive Session was a personnel issue and a Resolution.

Comm. Molnar read the Resolution to adopt a provision regarding state health benefits program and or school employer health benefits coverage for certain retirees.

MOTION was made by Comm. Molnar to accept the Resolution regarding state health benefits program and or school employer health benefits coverage for certain retirees, seconded by Comm. Cinelli. All in favor 3-0.

MOTION to adjourn meeting made by Comm. Molnar, 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**

August 7, 2023

Treasurer's Report

BEGINNING BALANCE	\$ 2,467,396.08
Deposits	0
Interest	5,384.40
Payroll	( 111,053.86)
Payroll Tax/Adjustments/Transfers	1,003.33
Disbursements for the Month	<u>( 90,953.90)</u>
 ENDING BALANCE	 \$ 2,271,776.05

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

**BILL LIST**

July 11 through August 7, 2023

08/02/23

Date	Num	Name	Memo	Amount
<b>Northfield - Voucher</b>				
07/11/2023	3100	Approved Fire Protection Co	Gas Meter Calibration	-300.00
07/11/2023	3101	FIREFIGHTER ONE LLC	Flotation Bomber Jackets	-929.22
08/07/2023	3102	BOARD OF FIRE COMMISS...	DEPOSIT - NEW ENGINE RESERVE	-20,000.00
08/07/2023	3103	Absolute Fire Protection Co...	2008 E-One Pumper (2-2) Preventative Maintenance	-10,047.90
08/07/2023	3104	Alterman & Associates, LLC	Legal Services - Pension Appeal - Brian Small	-4,867.50
08/07/2023	3105	Brian A Bontempo	Monthly Fee - August 2023	-866.67
08/07/2023	3106	Comcast of New Jersey	Account #8499 05 340 0759643-Phone/Internet/TV/	-576.62
08/07/2023	3107	EHRlich	Commercial Pest General Maintenance Service - Cust#...	-91.85
08/07/2023	3108	Fizer Plumbing & Heating, L...	Replaced Diaphragm, Vacuum Breaker In Left Stall & Flu...	-560.00
08/07/2023	3109	Fords Fire District #7	Dispatch Service - August 2023	-6,094.75
08/07/2023	3110	FRANCIS CAMPBELL	E-mail Hosting/Support - July 2023	-216.00
08/07/2023	3111	Home Depot Credit Services	Account #6035 3225 4098 2968 Supplies	-574.46
08/07/2023	3112	Jessica Rizitis	Website Maintenance - August 2023	-211.92
08/07/2023	3113	Ken Galvach.	Picked UP Career Firefighter from Absolute Fire Co	-50.00
08/07/2023	3114	Kraese Repairs LLC	Trash Pump Repair	-336.12
08/07/2023	3115	LIFE INSURANCE COMPA...	GL 009906-000-000 LIFE INSURANCE - 08/17/2023-0...	-893.20
08/07/2023	3116	Maria Bucsanszky, E.A	Monthly Fee - August 2023	-2,791.67
08/07/2023	3117	MIDDLESEX WATER COM...	Acct # 3046515564-Hydrant Service July 2023	-13,707.29
08/07/2023	3118	NAPA Auto Parts of Colonia	Supplies	-35.09
08/07/2023	3119	PSE&G	ELECTRIC BILL-Summary Account #1301219207	-1,204.79
08/07/2023	3120	Staples Business Advantage	Acct#NYC 1054611/Supplies	-55.71
08/07/2023	3121	THE HARTFORD GROUP B...	Life Ins Customer#011215320001-2/Pol#734229 -08/01...	-380.40
08/07/2023	3122	TOWNSHIP OF WOODBRI...	Fuel - April 1, 2023 - June 30, 2023	-843.94
08/07/2023	3123	Woodbridge Fire District #1	Reimbursement - Vision & Dental Coverage -August 2023	-2,113.88
08/07/2023	3124	Absolute Fire Protection Co...	2021 E-One Pumper (2-1) Preventative Maintenance	-3,694.21
08/07/2023	3125	EHRlich	Commercial Pest General Maintenance Service - Cust#...	-91.85
08/07/2023	3126	FRANCIS CAMPBELL	E-mail Hosting/Support - August 2023	-216.00
08/07/2023	TEPS	New Jersey State Health Be...	Health & Prescription Benefits - Retired - 08/01/2023 - 0...	-3,496.74
08/07/2023	TEPS	New Jersey State Health Be...	Health & Prescription Benefits - Active- 08/01/2023 - 08...	-15,706.12
Total Northfield - Voucher				-90,953.90
<b>TOTAL</b>				<b>-90,953.90</b>

# Port Reading Fire Department

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## ***Captains' Report – July 28, 2022 - August 31, 2022***

### **Engine 2-1**

8-18-2022 Check engine light on. C11 via "AXIS" system determined misfire of Engine Cylinder #3 and #4. C6 contacted Absolute due to recurring issue. They will be sending a technician from Cummings to address.

8-24-2022 - Cummins here to address issue with check engine light. All error codes cleared out and engine running properly. No paperwork from Cummins as tech stated it is all under warranty.

### **Engine 2-2**

8-29-2022 Discovered exhaust hose torn at the top connection. Placed aside and OM Small and Capt. Fritsch notified in nightly update.

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

8-11-2022 Added 1 quart oil.

### **Fire Company vehicle 2-3-5**

### **Support Unit 2-3-6**

8-16-2022 - Unit taken to C&C Auto Repairs in Fords due to report of vehicle pulling to one side as per 2-L-1.

8-17-2022 - Unit picked up from C&C in Fords and placed back in service.

### **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**

8-11-2022 0855 Called Approved to have 1 gas meter serviced.

8-15-2022 1215 1 gas meter reading bad sensor (not the same one from 8/11), Approved called to have serviced.

8-16-2022 - Approved Fire Protection repaired 4-way Gas Meter #2. Found faulty oxygen sensor and faulty board. Repaired and placed back in service on 2-1.

8-17-2022 - NJ Fire Equipment returned 4 SCBA cylinders previously out for repair.

8-17-2022 Gear returned from Minerva, gear washed.

8-24-2022 - Gas Meter #4 reading error code O<sub>2</sub>. Approved called to have repaired.

8-26-2022 - Circular Vent Saw OOS, not starting. Kraese Repairs picked up on 8-28-2022

8-30-2022 - Gas Meter #4 reading error code O<sub>2</sub>. Approved came and repaired.

### **Building and Grounds**

8-1-2022 1 SCBA filled for WFD

8-4-2022 - Wet Scape came and made necessary repairs to lawn sprinkler system.

8-15-2022 Called C & C (Fords) to have support Unit 236 checked for steering issue discovered when operated on call 2022-217. Authorized by the Director.

Electrical issue with the compressor in Bay. Director said he will handle.

8-16-2022 - Filled 1 SCBA bottle for Woodbridge FD.

8-20-2022 - Filled 1 SCBA bottle for Woodbridge FD.

8-24-2022 - Kohler Emergency Generator conducted weekly test.

8-29-2022 1 SCBA filled for WFD

8-30-2022 Ehrlich Pest Control here providing service

### **Fuel**

7-29-2022 - Marine 2-3-8 → 6.007 gallons (\$28.59) from Dockside Bait & Tackle.

8-9-2022 2-1 24.402 gls

8-12-2022 2-1 25.100 gls

8-15-2022 Engine 2-2 23.506 gallons.

8-16-2022 - Unit 2-3-4 → 13.223 gallons.

8-23-2022 Engine 2-1 22.367 gallons

8-28-2022 - Unit 2-3-6 → 8.245 gallons.

8-30-2022 - Engine 2-1 added 25.499

### **Training**

7-28-2022 - Monthly drill held by C-6, (Marine) Remains Recovery training with Marine 2-3-8.

8-2-2022 - C6 enrolled C12 in CBA required Fire Instructor I class at the MCFA beginning September 19 and IMS - 400 beginning December 3.

8-18-2022 - C6 Submitted IMS Level 1 certification application to NJ DFS for VFF#130

8-22-2022 - VFF Candidate #131 Began Firefighter 1 training at the MCFA.

8-26-2022 - C6 Met with Buckeye official to plan Multi-Agency drill with PAFD's foam tender tentatively for October 18 @0900.

Live Burn Drill Application for Department submitted to MCFA requesting October 27.

8-30-2022 - Buckeye Pipeline requesting MOB drill for Friday Sept 2. Will be following up to see what they are requiring of the fire district.

8-31-2022 - Middlesex County Fire Academy confirmed use of the taxpayer building for live burn on October 27 to begin at 1930. Buckeye will be holding a practical Man Overboard drill on Friday September 2, that will include deploying Marine 2-3-8.

### **Disposal List**

Officially,

Captains

Paul DeLeo

Rich Fritsch

Evan Douglas



Anthony Terebetsky

**Compliance Captain's Report**

8-11-2022 0818 Follow up with CRC to see when they will have the ice machine part and finish with repairs.

1250 Received call from CRC, they said they are still waiting on the part. Soon as they receive, they will be out.

8-22-2022 0900 CRC completed repairs to the ice machine.

8/24/2022 Met with Tom, of Thomas Electric regarding estimate / quote for electrical work possibly getting done in Bay. Director Small was updated and is aware.

Respectfully submitted,

Captain Richard J. Fritzsich

**Pre-Planning Captain's Report**

- Updated hydrant pre-plans for all residential addresses within District.
- Updated hydrant listing of District to include main size.
- Contacted Middlesex Water Company for updated print of hydrant maps of District since multiple new hydrants have been installed. Middlesex Water Company will be providing new maps.
- Began creating overhead maps of residential streets. Streets completed:
  - A Street
  - B Street
  - Bayberry Court
  - Beacon Street
  - Hemlock Drive
  - Lani Court

Respectfully submitted,

Captain Anthony S. Terebetsky