

**PORT READING BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2
PORT READING, NJ 07064
August 1, 2022**

The Board Accountant read the “Open Meeting Act” requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of August 1, 2022 was called to order by Commissioner Molnar at 7:00pm. Three Commissioners were present: Comm. Molnar, Comm. Weber, and Comm. Eagan. Board Accountant Maria Bucsanszky was absent. Board Attorney Brian Bontempo was present. Board Clerk Marianne DeSantis was present.

Comm. Santorelli and Comm. Cinelli were absent.

Minutes of the July 5, 2022 meeting were reviewed.

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

TREASURER’S REPORT:

Balance	\$ 1,354,186.96
Deposits	\$ 2,700.00
Interest	\$ 88.76
Payroll	\$ (116,280.39)
Payroll Tax/Adjustments	\$ (10,108.54)
Disbursements for the Month	\$ <u>(50,992.50)</u>
Ending Balance	\$ 1,179,595.29

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

BILLS TO BE PAID: \$ 50,992.50

Comm. Molnar requested that Bill #2696 for “Abilitees Unlimited” be held until Captain Douglas verifies it.

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

CHIEF’S REPORT:

Chief reported 38 calls for the month and 204 calls for the year.

Chief reported that there will be a Caucus Meeting at the community center on 8/3 and they will meet here at 6:30 to ride together.

Chief reported that there will be a Shell Tier I Drill on 8/9 at 9:00 am and that he doesn't have any volunteers that can attend since they are all working.

Chief requested an engine and his car for the 8/14 Township Officers Picnic at Pelzman Park in Avenel.

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

CAPTAIN'S REPORT

The Captain's Report was submitted and reviewed.

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

FIRE OFFICIAL REPORT:

The Fire Official's Report was submitted and reviewed.

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

TAXPAYERS COMMENTS:

There were no taxpayer comments.

UNFINISHED BUSINESS:

Comm. Eagan reported that he spoke to Comm. Cinelli and that we received \$2700 deposit from the turnpike on 7/14. Comm. Eagan stated that they had the incorrect banking information and thanked Captain Holloway for straightening out that issue out and stated that they now have email contact information for any future problems.

Comm. Weber stated that he had an item for Executive Session regarding pre-planning.

NEW BUSINESS:

Comm. Molnar reported that the ice machine was out of order and has been fixed, however, it has been recommended by the company that it be moved since it is too hot in the bay. Operations Manager Small is working with the career staff to find a new location.

MOTION made by Comm. Weber to enter Executive Session at 7:05 pm, seconded by Comm. Eagan. All in favor 3-0.

MOTION out of Executive Session at 7:12 pm.

EXECUTIVE SESSION:

Matters discussed during Executive Session were personnel and contractual issues.

Comm. Weber made a motion to move forward in certifying the township list to continue with the hiring process, seconded by Comm. Eagan. All in favor 3-0.

Comm. Weber made a motion to move forward in purchasing a license for mobilize for the pre-plan software if approved by the attorney, seconded by Comm. Eagan. All in favor 3-0.

MOTION to adjourn meeting at 7:13 pm made by Comm. Weber seconded by Comm. Eagan. All in favor 3 -0.

Respectfully submitted,

Marianne DeSantis
Board Clerk

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

BILL LIST

July 6 through August 1, 2022

07/27/22

Date	Num	Name	Memo	Amount
Northfield - Voucher				
07/06/2022	2692	FRANCIS CAMPBELL	E-mail Hosting/Support - July 2022	-216.00
07/06/2022	2693	WEST MARINE PRO	C/S #487577 - Flag Kit - US	-51.93
07/07/2022	2694	Dockside Bait & Tackle	Fuel	-72.07
08/01/2022	2696	Abilitees Unlimited Inc	(6) Heavweight Crew Neck Sweatshirts	-99.00
08/01/2022	2697	Approved Fire Protection Co	Gas Meter Callibration	-741.30
08/01/2022	2698	ATLANTIC TIRE & SERVICE	Repaired Flat Tire	-20.00
08/01/2022	2699	Brian A Bontempo	Monthly Fee - August 2022	-833.26
08/01/2022	2700	Comcast of New Jersey	Account #8499 05 340 0759643-Phone/Internet/TV	-573.61
08/01/2022	2701	Cooper Electric Supply Corp	Acct#68966 - Repairs - Spark Plug Kit, Batteries & Labor	-1,593.77
08/01/2022	2702	Dekoff's P. A. Lock Co	Keys	-50.00
08/01/2022	2703	Dockside Bait & Tackle	Marine 2-3-8 - Fuel	-18.29
08/01/2022	2704	EHRlich	Commercial Pest General Maintenance Service - Cust#...	-84.27
08/01/2022	2705	Elizabethtown Gas	Account # 2202559020 - Firehouse 05/23/2022 - 06/23...	-300.55
08/01/2022	2706	ESI Equipment Inc	PM Service	-24.00
08/01/2022	2707	Fizer Plumbing & Heating, L...	Replaced Flushometer on Toilet in Men's Restroom	-460.00
08/01/2022	2708	FLORAL EXPRESSIONS, I...	Order #065051 - Sympathy Basket - J. Rotili	-70.00
08/01/2022	2709	Fords Fire District #7	Dispatch Service - July 2022	-5,975.25
08/01/2022	2710	Home Depot Credit Services	Account #6035 3225 4098 2968 Supplies	-1,033.52
08/01/2022	2711	Jessica Rizitis	Website Maintenance - Aug 2022	-207.75
08/01/2022	2712	LAWN DOCTOR	Customer#795791 - Grub Prevention	-123.90
08/01/2022	2713	LIFE INSURANCE COMPA...	GL 009906-000-000 LIFE INSURANCE - 08/17/2022-0...	-893.20
08/01/2022	2714	Maria Bucsanszky, E.A	Monthly Fee -August 2022	-2,653.00
08/01/2022	2715	Meridian Occupational Healt...	Review OSHA Respirator Questionnaire Invoice #484458	-425.00
08/01/2022	2716	MIDDLESEX WATER COM...	Acct # 3046515564-Hydrant Service July 2022	-13,708.30
08/01/2022	2717	NAPA Auto Parts of Colonia	Supplies-Absorbnt & 8oz Spray Aerosol	-96.71
08/01/2022	2718	NEW JERSEY FIRE EQUIP...	Repair of Scott Air-Paks or Cylinders	-574.74
08/01/2022	2719	PSE&G	ELECTRIC BILL-Summary Account #1301219207	-1,227.80
08/01/2022	2720	Staples Business Advantage	Acct#NYC 1054611- Chair	-599.94
08/01/2022	2721	Stone Mountain Printing	(100) Incident Reports	-55.50
08/01/2022	2722	TOWNSHIP OF WOODBRI...	Fuel - April 1, 2022 - June 30, 2022	-2,140.36
08/01/2022	2723	TURNOUT FIRE & SAFETY...	Uniforms/Terebetsky	-119.00
08/01/2022	2724	VERIZON WIRELESS	742492817-00001/Cell Phone	-80.02
08/01/2022	2725	WEST MARINE PRO	Marine 238 Lites	-132.26
08/01/2022	2726	WETSCAPE	Spring Turn on	-99.00
08/01/2022	2727	Woodbridge Fire District #1	Reimbursement - Vision & Dental Coverage - August 2...	-2,059.60
08/01/2022	TEPS	New Jersey State Health Be...	Health & Prescription Benefits Retired 08/01/2022 - 08/...	-3,136.99
08/01/2022	2728	TURNOUT FIRE & SAFETY...	Uniforms	-71.80
08/01/2022	TEPS	New Jersey State Health Be...	Health & Prescription Benefits Active 08/01/2022 - 08/3...	-10,254.56
08/01/2022	2729	TURNOUT FIRE & SAFETY...	Uniforms/Fritsch	-116.25
Total Northfield - Voucher				-50,992.50
TOTAL				-50,992.50

12:04 PM

08/01/22

Accrual Basis

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

ADD-ON BILLS

August 2, 2022

Date	Num	Name	Memo	Amount
Northfield - Voucher				
08/02/2022	2730	DANNY'S ...	2006 Ford F25-Evacuate & Recharge & Freon 2-3-4	-144.90
08/02/2022	2731	Dockside ...	Marine 2-3-8 - Fuel	-28.59
08/02/2022	2732	EHRlich	Commercial Pest General Maintenance Service - Cust# 2...	-84.27
08/02/2022	2733	Elizabetht...	Account # 2202559020 - Firehouse 06/23/2022 - 7/22/20...	-80.19
08/02/2022	2734	IIA Fire De...	Annual Testing	-6,572.90
08/02/2022	2735	MIDDLES...	Course: Firefighter 1/Faria	-236.00
08/02/2022	2736	THE HAR...	Life Ins Customer#011215320001-2/Pol#734229 -8/01/20...	-334.80
08/02/2022	2737	VALIC.	GROUP #63331 - 2021 LOSAP CONTRIBUTION - KENN...	-1,804.00
Total Northfield - Voucher				-9,285.65
TOTAL				-9,285.65

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

August 1, 2022

Treasurer's Report

BEGINNING BALANCE	\$ 1,354,184.96
Deposits	2,700.00
Interest	88.76
Payroll	(116,280.39)
Payroll Tax/Adjustments/Transfers	(10,108.54)
Disbursements for the Month	<u>(50,992.50)</u>
ENDING BALANCE	\$ 1,179,592.29

Port Reading Fire Department



Captains' Report – June 30, 2022 - July 27, 2022

Engine 2-1

Engine 2-2

Support Pick-up 2-3-4

7-25-2022 - Taken to Danny's Automotive, air conditioning repaired.

Fire Company vehicle 2-3-5

Support Unit 2-3-6

7-19-2022 - Found right rear tire at 14 PSI with screw in tire.

7-20-2022 - Taken to Atlantic Tire to have right rear tire plugged.

Fire Prevention vehicle 2-3-7

Marine 2-3-8

7-1-2022 ODP installed American Flag as per US flag etiquette.

7-2-2022 Hand light switches not working.

7-4-2022 - Removed fire pump from vessel due to inoperability. Taken to Station #2 for evaluation. Unit repaired and placed back in service.

7-23-2022 - Replaced torn cover on fire pump.

Ambassador 1000 by 6000 GPM Hydro Chem/Foam Trailers

LDH Box Trailers, Open Trailer & Decontamination Trailer

7-7-2022 - Open trailer returned to tow yard. Santa sled placed back onto it with new tarp to protect it from elements.

Equipment

7-4-2022 - Motorola portable 2-L-1 malfunctioning. Issued Lt. Korenski spare portable 2-3 to use until repair is made.

7-6-2022_3- SCBA bottles sent out for hydro testing and 2 packs needing repair, picked up by New Jersey Fire Equipment.

7-14-2022_Noticed ice machine stopped making ice, found water just dripping and draining. Secured power, shut water feeding the unit and unplugged condensate pump to prevent damage to unit. Director Small notified. Appointment made with CRC for service to our ice machine on 21st July.

7-16-2022_Email sent to Director Small regarding possible burst sprinkler line / leak noticed this morning when reporting for duty.

Service appointment made with Wetscape for the 26th July, for sprinkler service.

7-18-2022 1000 Approved Fire Protection here servicing 10 meters.

NJFE returned 3 SCBA bottles that were hydro tested, 2 packs that were repaired. Packs placed back in-service, 1 bottle placed with others from 2-3 and 4 more sent out for testing.

Building and Grounds

7-1-2022 0800-1200 Cooper Electric repaired building generator.

7-11-2022 - Fizer Plumbing made repairs to Career Quarters bathroom toilet.

7-18-2022 Lawn Doctor here for service.

7-19-2022 - Ehrlich Pest Control conducted monthly preventative maintenance. Meeting Hall used for Woodbridge Twp. Fire Officers meeting.

7-22-2022 Bay air compressor shut down due to mechanical issue. Director notify.

7-23-2022 - Meeting Hall used for repass for Charmello family.

7-26-2022 - Wet Scape tech, originally scheduled for today to repair lawn sprinkler system, called and moved appointment to 8-4-2022.

Fuel

7-1-2022 Engine 2-1 added 22.000 gallons of diesel. Unit 2-3-5 → 7.403 gallons.

M238 added 6.1 gallons at Dockside Bait and Tackle (\$31.19)

7-2-2022 - Unit 2-3-7 → 7.500 gallons.

7-4-2022 - Unit 2-3-5 → 4.701 gallons. Unit 2-3-6 → 7.656 gallons.
Marine 2-3-8 → 8.017 gallons (\$40.88) from Dockside Bait & Tackle.

7-7-2022 - Engine 2-2 → 20.122 gallons. Engine 2-1 → 28.000 gallons.
Unit 2-3-4 → 10.000 gallons.

7-13-2022 - Marine 238 fuel vessel tanks and fire pump at Dockside Bait and tackle.
3.81 gallons - \$18.29

7-16-2022 - Unit 2-3-7 → 9.000 gallons.

7-21-2022 - Unit 2-3-4 → 15.000 gallons.

7-25-2022 - Engine 2-1 → 28.593 gallons.

7-26-2022 - Unit 2-3-6 → 9.000 gallons.

7-27-2022 - Engine 2-2 → 17.000 gallons.

Training

7-1-2022 C6 submitted application for VFF cadet #131 firefighter 1001 class # 03-1001-22 at the Middlesex county fire academy starting August 22nd.

7-5-2022 Sent NTSB training video on responder safety with electric vehicles.

7-7-2022 - C-12, C-13 & 2-4-12 attended Pre-Plan walk-through with Woodbridge FD at new apartments: The Park at Woodbridge Station, 55 Brook St, Woodbridge.

7-11-2022 - C-13, VFF Kreusch & VFF Bombardier out training with Marine 2-3-8.

7-14-2022 C8 & 249 attended Pre-Plan walk-through with Woodbridge FD at new apartments: The Park at Woodbridge Station, 55 Brook St, Woodbridge.

Disposal List

Marine hand light, inoperable.

Cover for fire pump, torn.

Officially,

Captains

Paul DeLeo

Rich Fritzsich

Evan Douglas

Anthony Terebetsky

Compliance Captain's Report

Respectfully submitted,

Captain Richard J. Fritzsich

Pre-Planning Captain's Report

- Attended pre-plan meeting on 6-30-2022 with C-13 @ Milos Way Railroad Crossing regarding upcoming track work and road closure. Work is scheduled from 7-12-2022 starting at 0700 hours until 7-15-2022 at 0700 hours.
- On 7-1-2022, career & volunteer personnel provided stand-by for annual Independence Day Fireworks event @ Alvin Williams Park.
- On 7-5-2022, provided County Fire Marshal Gallagher and Perth Amboy FD Chief Mullen Marine 2-3-8 cell phone number for their use.
- On 7-7-2022, conducted pre-plan building site visit at New Jersey Institute for Disabilities, 40 Markley St., in an effort to update building pre-plan map.
- Created pre-plan for Milos Way Railroad Crossing detail starting on 7-12-2022.
- On 7-15-2022, received email from Batt. Chief M. Minkler from Woodbridge FD regarding upcoming Shell butane drill on Tuesday, August 9, 2022 @ Shell, 111 State St, Sewaren. He is requesting our assistance with an engine that day. Spoke with OM Small approving overtime for one additional firefighter for drill.
- Spoke with Woodbridge FD Chief Golden regarding sharing pre-plan program from their District for our use. He will contact their vendor to see if this is possible and what our District's cost would be, if we chose to go with it.
- Updated pre-plans and street listing for Woodbridge Fire District #1.
- Updated pre-plan map for Forest View Apartments in Avenel Fire District #5.

- On 7-27-2022, C-12 & C-13 attended virtual meeting hosted by ESP regarding pre-plan software.
- Created pre-plan maps during the month for the following locations:
 - PSEG Central Maintenance, 749 Cliff Rd
 - New Jersey Institute for Disabilities, 40 Markley St
 - C & M Door Controls, 20 Markley St
 - Allied Old English, 100 Markley St
 - Nasco Stone + Tile, 200 Markley St

Respectfully submitted,

Captain Anthony S. Terebetsky