

**PORT READING BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2
PORT READING, NJ 07064
July 5, 2022**

The Board Accountant read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of June 5, 2022 was called to order by Commissioner Santorelli at 7:00 pm. All five Commissioners were present: Comm. Santorelli, Comm. Molnar, Comm. Weber, Comm. Cinelli and Comm. Eagan. Board Accountant Maria Bucsanszky was present. Board Attorney Brian Bontempo was present. Board Clerk Marianne DeSantis was present.

Minutes of the June 6, 2022 meeting were reviewed.

MOTION made by Comm. Eagan to accept the June 6 minutes, seconded by Comm. Molnar. All in favor 5-0.

TREASURER'S REPORT:

Balance	\$ 1,474,382.79
Deposits	\$ 54,908.13
Interest	\$ 42.87
Payroll	\$ (92,716.94)
Payroll Tax/Adjustments	\$ (10,043.12)
Disbursements for the Month	\$ (92,475.01)
Ending Balance	\$ 1,354,184.96

MOTION made by Comm. Eagan to accept the Treasurer's Report, seconded by Comm. Weber. All in favor 5-0.

BILLS TO BE PAID: \$ 92,475.01

Comm. Santorelli inquired about "Penguin Management" which is for E-Dispatch as per Comm. Weber.

MOTION made by Comm. Molnar to pay the bills and add on bills, seconded by Comm. Cinelli. All in favor 5-0.

CHIEF'S REPORT:

There was no Chief's report. Captain DeLeo reported that there were 16 calls for the month.

CAPTAIN'S REPORT

Captain DeLeo commended Captain Terebetsky for his pre-plan regarding the 4th of July fireworks. Captain DeLeo stated that everyone worked hard and they got a little busy and nervous with the wind direction that changed, but they did a great job.

Captain DeLeo reported that the training for the month will be a combined timed practical in the parking lot here.

Captain DeLeo reported that the Milos Way closure will take place next week and overtime has been approved. Comm. Weber stated it will be discussed further during Executive Session.

Comm. Molnar inquired about the status of the Engine 2-1 warranty. Board Accountant Bucsanszky will look into it and will request another extension if necessary.

MOTION made by Comm. Cinelli to accept the Captain's report, seconded by Comm. Eagan. All in favor 5-0.

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 5-0.

TAXPAYERS COMMENTS:

There were no taxpayer comments.

UNFINISHED BUSINESS:

Comm. Molnar inquired through the Chair to the Attorney if we heard back from Geico regarding the motor vehicle accident. Attorney Bontempo stated that they acknowledged receipt of the letter and will circle back this week.

Comm. Santorelli inquired about the status with the turnpike issue. Comm. Cinelli stated that there has been a slow down on calls, but will follow up since it is starting to pick up again.

NEW BUSINESS:

Comm. Molnar stated that the Iselin Fire Company 100th Anniversary was a very nice event and thanked everyone that attended. Comm. Molnar reported that we won three awards, including "Best Appearing Fire Company in the Township" which was great.

MOTION made by Comm. Eagan to enter Executive Session at 7:08 pm, seconded by Comm. Weber. All in favor 5-0.

MOTION out of Executive Session at 7:49 pm.

EXECUTIVE SESSION:

Matters discussed during Executive Session were personnel issues and policy change.

MOTION made by Comm. Weber to adopt and place into effect the following policy changes: SRG 1.2, 2.13, 2.2, 2.2.1, 2.2.2 and 2.2.3, seconded by Comm. Cinelli. All in favor 5-0. Comm. Weber thanked the committee.

Comm. Santorelli stated that the overtime has been approved for the railroad crossing project next.

MOTION to adjourn meeting at 7:50 pm made by Comm. Cinelli, seconded by Comm. Eagan. All in favor 5 -0.

Respectfully submitted,

Marianne DeSantis
Board Clerk

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

July 5, 2022

Treasurer's Report

BEGINNING BALANCE	\$ 1,474,382.79
Deposits	54,908.13
Interest	42.87
Payroll	(92,716.94)
Payroll Tax/Adjustments/Transfers	10,043.12
Disbursements for the Month	<u>(92,475.01)</u>
ENDING BALANCE	\$ 1,354,184.96

11:42 AM

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

06/30/22

ADD-ON BILLS

Accrual Basis

July 6, 2022

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Northfield - Voucher				
07/06/2022	2692	FRANCIS ...	E-mail Hosting/Support - July 2022	-216.00
07/06/2022	2693	WEST MA...	C/S #487577 - Flag Kit - US	-51.93
Total Northfield - Voucher				-267.93
TOTAL				-267.93

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

BILL LIST

June 7 through July 5, 2022

06/30/22

Date	Num	Name	Memo	Amount
Northfield - Voucher				
06/07/2022	2652	PENGUIN MANAGEMENT, I...	Lieutenant Plan (25 Recipients) Unlimited App & Text N...	-960.00
07/05/2022	2653	Absolute Fire Protection Co...	2021 E-One Pumper (2-2) Removed & Replaced Switch...	-426.98
07/05/2022	2654	Airpower International Inc	Yearly Service Contract 06/2022 - 05/2023 - Service	-1,650.00
07/05/2022	2655	AIRTEC SERVICE INC	Air Conditioner Start Up	-375.00
07/05/2022	2656	Brian A Bontempo	Monthly Fee - July 2022	-833.26
07/05/2022	2657	Central Jersey Joint Insuran...	Liability & Workers Comp Insurance - 2nd & 3rd Install...	-22,288.00
07/05/2022	2658	Comcast of New Jersey	Account #8499 05 340 0759643-Phone/Internet/TV	-566.71
07/05/2022	2659	Cooper Electric Supply Corp	Acct#68966 - CPS Service Agreement PM	-414.93
07/05/2022	2660	Dockside Bait & Tackle	Marine 2-3-8 Fuel	-79.54
07/05/2022	2661	Elizabethtown Gas	Account # 2202559020 - Firehouse 04/22/2022 - 05/23...	-214.06
07/05/2022	2662	FIRETEX	Fire System Inspection	-220.00
07/05/2022	2663	Fizer Plumbing & Heating, L...	Removed & Replaced Sump Pump	-475.00
07/05/2022	2664	Fords Fire District #7	Dispatch Service - June 2022	-5,975.25
07/05/2022	2665	FORDS LAWN MOWER	Service - Oil Change, New Blades & Installed Spring on...	-112.85
07/05/2022	2666	Gear & Wash	Advanced Cleaning & Inspection/Pants	-444.25
07/05/2022	2667	Home Depot Credit Services	Account #6035 3225 4098 2968 Supplies	-94.76
07/05/2022	2668	Home News Tribune	Account #ASB-099468 Notice - Regular Meeting 06062...	-53.06
07/05/2022	2669	Jan. Rasimowicz	Reimbursement - Uniform Boots	-116.00
07/05/2022	2670	Jessica Rizitis	Website Maintenance - July 2022	-207.75
07/05/2022	2671	LAWN DOCTOR	Customer#795791 - Spring Fertilization	-61.95
07/05/2022	2672	LIFE INSURANCE COMPA...	GL 009906-000-000 LIFE INSURANCE - 07/17/2022-0...	-893.20
07/05/2022	2673	Maria Bucsanszky	Reimbursement - Annual PO Box Renewal 7/1/2022-06/...	-150.00
07/05/2022	2674	MIDDLESEX WATER CO	ACCOUNT #2060200000 - Water Bill 02/22/2022-06/20...	-1,039.78
07/05/2022	2675	NAPA Auto Parts of Colonia	Supplies-Cable Ties, Drain Pan & 2.5 Gal Blue DEF	-70.27
07/05/2022	2676	New Jersey Door Works, LLC	Repaired Bay Door #6 - Remote Not Working	-425.00
07/05/2022	2677	PORT READING FIRE CO #1	Stipend Funds-Uniforms,Refreshments, Donation, Mem...	-1,507.63
07/05/2022	2678	PORT READING LADIES A...	Memorial Day Breakfast	-130.51
07/05/2022	2679	PSE&G	ELECTRIC BILL-Summary Account #1301219207	-1,141.44
07/05/2022	2680	SKYLANDS AREA FIRE EQ...	(4) Tails & (4) Pants	-11,599.84
07/05/2022	2681	Stone Mountain Printing	(15) Books for Collective Bargaining Agreement	-64.50
07/05/2022	2682	THE HARTFORD GROUP B...	Life Ins Customer#011215320001-2/Pol#734229 - 7/01/...	-334.80
07/05/2022	2683	TURNOUT FIRE & SAFETY...	Uniforms/Douglas	-145.00
07/05/2022	2684	VERIZON WIRELESS	742492817-00001/Cell Phone	-152.04
07/05/2022	2685	WEST MARINE PRO	Knife & 6 Step Ladder	-156.97
07/05/2022	2686	Woodbridge Fire District #1	Reimbursement Dental & Vision Benefits - July 2022 &...	-2,134.73
07/05/2022	2687	Dockside Bait & Tackle	Marine 2-3-8 - Fuel	-44.68
07/05/2022	2688	Maria Bucsanszky, E.A	Monthly Fee - July 2022	-2,653.00
07/05/2022	2689	MIDDLESEX WATER COM...	Acct # 3046515564-Hydrant Service June 2022	-13,707.30
07/05/2022	2690	New Jersey Door Works, LLC	Repaired Bay Door #5	-594.46
07/05/2022	TEPS	New Jersey State Health Be...	Health & Prescription Benefits Active 07/01/2022 - 07/3...	-16,463.89
07/05/2022	TEPS	New Jersey State Health Be...	Health & Prescription Benefits Retired 07/01/2022 - 07/...	-3,136.99
07/05/2022	2691	Approved Fire Protection Co	Gas Meter Calibration	-359.63
Total Northfield - Voucher				<u>-92,475.01</u>
TOTAL				<u>-92,475.01</u>

Port Reading Fire Department



Captains' Report – June 3 - June 30, 2022

Engine 2-1

6-9-2022 - Found intercom not working again.

6-12-2022 Light underneath right rear step (top) is out.

6-13-2022 - Washed by ODP. Road and pump tested. Appears right side 5" discharge leaks when under pressure. Leak stopped upon shutting down and draining. Also, found multiple LED lights on fold down steps out and "pump hot" light on pump panel stuck on.

6-16-2022 0814 Absolute here looking over issues reported with engine. C11 advised.

6-24-2022 0757 Absolute is here to continue with repairs.

6-28-2022 0802 Absolute here working on issues reported with engine. Notifications made

Engine 2-2

6-9-2022 - Washed by ODP. Door ajar light still malfunctioning, ground light missing under left front bumper. Road and pump tested with no issues A/T/T.

6-16-2022 0814 Absolute here looking over issues reported with engine. C11 advised.

Engine 2-3

6-15-2022 Received call from Wayne Egan from Buckeye that unit will soon be decommissioned and that we should coordinate any equipment retention in the upcoming days. Removed Motorola dash speaker for repurposing.

6-18-2022 Unit stripped in preparation for return to Buckeye.

6-23-2022 Unit returned to Buckeye partners place in containment area on Cliff Road pending foam offload.

6-24-2022 Wayne Egan of Buckeye dropped off remotes from engine- Gate on Cliff Rd & Tower. Can be used as spares.

6-29-2022 Foam offloaded from 2-3 into totes

Support Pick-up 2-3-4

Fire Company vehicle 2-3-5

6-27-2022 - Dropped off by 2-0-1. Picked up and being utilized by 2-L-1.

Support Unit 2-3-6

6-9-2022 - Moved back into Bay #2 as per OM Small.

Fire Prevention vehicle 2-3-7

6-21-2022 - Washed by ODP. Checked engine fluids. No issues A/T/T.

Marine 2-3-8

6-7-2022 ODP added additional boat shoes to tee top storage bag.

6-9-2022 - Found one dry suit damaged after decon from Man Overboard drill and emergency blanket missing.

6-11-2022 – 1800 ODP installed brackets for new gunwale ladder on starboard side. Placed new rigging knife in rescue PFD in tee-top storage bag.

6-15-2022 – 1200 ODP added rigging knife to second work rescue PFD in tee-top storage bag. ODP added nylon back nuts to ladder bracket mounts.

2100 C6 added external speaker to Standard Horizon VHF radio placed in communications box. Mounting bracket is also in the top box temporarily.

6-25-2022 Problem with fire pump noted under equipment.

6-28-2022 ODP mounted external speaker for VHF radio. Deck box lock lubricated with WD-40 and left can under helm for future needs. ODP added fuel stabilizer to all fuel tanks and fire pump. Stabilizer left under helm.

Ambassador 1000 by 6000 GPM Hydro Chem/Foam Trailers

6-23-2022 ODP picked up 6k by 2k HG-1 for Monthly drill training. Placed in Bay #1.

6-26-2022 - Found HG-3 with flat left tire.

LDH Box Trailers, Open Trailer & Decontamination Trailer

Equipment

6-3-2022 Minerva returned 2 pairs of bunker pants for C11 and 249.

6-7-2022 1553 Commissioner Eagan came and provided splint kit to Fire District for upcoming MOB drill.

1530 BC-3 from District #1 dropped off hosehead mannequin that will not be needed for MOB drill.

1730 CFF#248 relabeled splint kit for district.

6-10-2022 Port Securities Grant submitted. Awards should be out in August.

6-11-2022 ODP checked 2-2's Knox box key on new Knox box at Action pools.

XTS-2500 Battery S/N #500000731688 not charging. Taken out of service and tagged.

C6 ordered three (3) additional rigging knives from West Marine to be delivered. Also, ordered 5 disposable warming blankets from the EMS store to be delivered.

6-12-2022 ODP picked up repaired dry suit from Action Pools and placed on M238.

6-22-2022 Uniform Tee shirts received from Abilitees and distributed. Awaiting shirts for 2 members that should be in next week.

6-23-2022 1830 While attempting to exercise WPRV's from E21 and E22, ODP found both malfunctioning. All attempts to adjust for proper operation were futile.

6-25-2022 Fire pump on M238 ran, initially without incident. Did not start upon flushing procedure. May have been flooded.

6-26-2022 All equipment and hose from 2-3 placed in other apparatus or storage. Remaining hose placed on rack. ODP moved HG-3 back to storage in PSEG and placed trailer in front lot.

6-27-2022 C6 changed gas from Fire pump from M238. Tested with pail and fresh water from hydrant. Working properly at this time. C12 returned pump to M238.

6-28-2022 1200 Approved fire protection here repairing 4-way gas meter.

2L1 picked up Chief's gear from District 5, cleaned.

Received delivery of turnout gear for VFF#125, C11, C12 and 249. Issued 249 new gear. Other new gear placed in gear closet.

Building and Grounds

6-3-2022 ODP filled two SCBA cylinders for WFD #1.

6-5-2022 - Comm. Weber requested post it note to reserve hall on Hall use calendar for EMS class on June 28, 2022.

6-6-2022 1800 Fire Company meeting / Health and Safety meeting

1900 Fire Commissioners meeting

6-7-2022 0900-1300 C13 meeting with State Fire Marshal's office.

1645 ODP reconfigured shore line drops for Engine 2-1 so that they no longer interfere with driver's door closure.

1753 16th.

6-8-2022 ODP repaired engine 2-2's hose drop, now performing as such.

6-9-2022 – Contacted NJ Door Works to evaluate Bay Door #6. Tech came and made necessary repairs; includes new remote control and repaired old remote control as a spare. Spare placed in electrical cabinet in bay.

6-10-2022 Found one Dry suit damaged by Haz Mat decon at MOB Drill. Contacted Battalion Chief M. Minkler and provided with price quote for replacement by Shell. Damaged one taken to Action Pools to attempt repair.

6-11-2022 0830 VFC members here washing vehicles for upcoming parade in District #9.

1030 C6 went to West Marine and purchased new gunwale ladder and rescue knife for Marine 238.

1130-1630 C13 and VFC members attended 100th anniversary event in Iselin district #9 with Engine 2-2, 2-3-5 and 2-3-7.

6-13-2022 - Contacted NJ Door Works to evaluate Bay Door #5. Techs came and made multiple repairs, includes replacing bottom weather seal, adjusting door as not to slam down, which it was doing, repair automatic stop on door, upgrade electrical box and antenna. Door working properly at this time.

6-14-2022 UPS deliveries of 2 boxes of paper towels and rigging knife from West Marine.

- 1600 School #9 event in hall / Clear 2030

- Flag lowered, signs changed for the passing of Ex Commissioner and Chief John Rotili.
- Filled to bottles for WFD

6-15-2022 ODP Cut, Weed whacked and edged all lawns. Mower height adjustment slipping. OM Small authorized repairs and service at Fords lawnmower. ODP dropped off. Service technician advised that it would be completed before next Tuesday.

ODP purchased new sprayer and weed killer from Home Depot. C6 sprayed all weeds on property.

C6 called Middlesex Water company to report sink hole near hydrant #622. MWC responded and mitigated problem.

ODP hung bunting and corrected name in sign by door for Ex Commissioner and Chief Joseph Rotili.

1945 Relief Association board members meeting at firehouse.

6-16-2022 1630 Commissioner Weber, Fire Official, C12 and CFF 249 meeting in the Fire official's Office.

1730 EMS meeting in Hall.

6-17-2022 - Filled one (1) SCBA bottle for Woodbridge FD.

6-18-2022 Attended opening ceremonies of the Relay for Life Rally at Alvin Williams Park

6-19-2022 VFC members brought pool table to firehouse. ODP assisted members with assembly.

Notified OM Small of Bay door #5 problem with closing that persists. OM Small advised C8 to contact NJ Doorworks to return and fix the door properly.

6-20-2022 1040 NJ Door Works here to service Bay door #5.

6-21-2022 - Picked up lawnmower from Fords Lawnmower.

6-23-2022 Ehrlich pest control here providing normal service.

0900 Firetex here performing hood suppression system test.

1700-1900 Fire Commissioners, Operations Manager and Police Deputy Director conducting new firefighter candidate application packet distribution and initial interviews.

6-25-2022 VFC 0700 here organizing for boot drive fund raiser. 1200 complete

0715 OM Small requested the ordering of 6 office chairs for dais and captains office. Ordered items from staples. Order confirmation placed in I/O mail to Maria.

1230 OM Small had VFC members take brown couch from basement outside West Ave side with sign "Free"

6-26-2022 1000 Passerby family from Carteret took couch from basement that was placed on West Ave.

6-27-2022 C6 ordered drip pan, DEF and wire ties from NAPA. Delivered

0930 C13 here meeting with New Jersey Division of Fire Safety Official.

1045 C12 returned from fireworks pre-plan meeting and delivered documents to Woodbridge Township Clerk and Maria's office.

6-28-2022 1700 Received delivery of five office chairs for dais and one office chair for Captain's office. ODP assembled and replaced dais chairs and Captain's office chairs.

1830 EMT CEU class in hall.

Fuel

6-7-2022 M238 added 7.34 Gallons at Dockside

6-9-2022 - Marine 2-3-8 → 7.042 gallons, \$39.43 at Dockside. Engine 2-2 → 21.544 gallons.

6-15-2022 Filled 5 gallon gas can in flammable cabinet. 5 – gallons.

6-16-2022 Engine 2-1 28.555 gallons.

6-17-2022 - Unit 2-3-6 → 8.000 gallons.

6-24-2022 Support Unit 2-3-4 10 gallons.

6-25-2022 Engine 2-1 added 25.000 gallons of diesel.

6-27-2022 - Unit 2-3-5 → 11.010 gallons.

Training

6-3-2022 1530 BC#3 from WFD came to review MOB drill outline for June 8. Also picked up hosehead mannequin readied for use.

1700-1930 C6 provided training for 201 on rescue davit operations on M238

6-7-2022 1300-1500 M238 Training/Patrol Zone 8 with C13 and 248.

6-8-2022 Man overboard drill attended and participated in without incident.

6-15-2022 C12 provided training on new tablets.

6-23-2022 1830-2030 Monthly drill. Ambassador Deluge gun operation and appliances. Drill held at Key court.

6-28-2022 C6 received completed training certificates from MCFA for 201 for Firefighter 1002.

Disposal List

1 Motorola portable radio battery

Brown love seat type couch from basement

Five office chairs

Compliance Captain's Report

6-7-2022 Received an email from Bob of Central Jersey Security Cameras regarding payment for our recently installed camera system. Gave him the boards accountant's number.

6-8-2022 spoke with Diane from Airpower regarding our last service call work order. Email received shortly after phone call conversation with requested info.

6-16-2022 Forwarded 2 invoices from New Jersey Door Works to the accounts office.

6-20-2022 0800 Called and left a message for NJ Door Works regarding Bay door #5. Awaiting return call.

0818 Call back from NJ Door Works. They said were on the schedule for today.

Went through and salvaged pieces of exhaust hose, clamps and other parts of system from behind the shed, cleaned up and placed in shed for possible future use.

6-24-2022 SCBA bottles 434875, 434893 & 340542 removed from service for upcoming hydrostatic testing.

Respectfully submitted,

Captain Richard J. Fritzsich

Pre-Planning Captain's Report

- Updated pre-plan maps for School #9 and School #28.
- Scheduled pre-plan building site visit at New Jersey Institute for Disabilities, 40 Markley St., for 7-8-2022.
- Attended pre-plan meeting on 6-27-2022 @ Alvin Williams Park regarding annual Independence Day Fireworks event. Event is scheduled for 7-1-2022 with a rain date of 7-2-2022.
- On 6-27-2022, notified all Township Fire Chiefs, Perth Amboy FD Chief Mullen, Carteret FD Chief Hruska, MAC-1 and County Fire Marshal Gallagher on the retirement of Foam Engine 2-3.
- On 6-29-2022, conducted pre-plan building site visit at C & M Door Controls, 20 Markley St., Allied Old English, 100 Markley St., and Nasco Stone + Tile, 200 Markley St., in an effort to update building pre-plan maps.
- Created pre-plan for Independence Day Fireworks event on 7-1-2022.

Respectfully submitted,

Captain Anthony S. Terebetsky

Officially,

Captains

Paul DeLeo

Rich Fritzsich

Evan Douglas

Anthony Terebetsky