

**PORT READING BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO. 2  
PORT READING, NJ 07064  
April 4, 2022**

The Board Accountant read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of April 4, 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 present.

Comm. Weber was absent since attending an education class.

Minutes of the March 7 meeting were reviewed.

MOTION made by Comm. Eagan to accept the March 7 minutes, seconded by Comm. Molnar. All in favor 4-0.

**TREASURER'S REPORT:**

Balance	\$ 1,647,557.73
Deposits	\$ 14,439.17
Interest	\$ 97.51
Payroll	\$ (90,231.44)
Payroll Tax/Adjustments	\$ 10,856.56
Disbursements for the Month	\$ (354,337.15)
Ending Balance	\$ 1,228,382.38

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

**BILLS TO BE PAID:** \$ 354,337.15

Comm. Molnar inquired about the fire watch from Bed Bath and Beyond. Board Accountant Bucsanszky stated that we paid it out and are still waiting for reimbursement from Bed Bath and Beyond. Board Attorney Bontempo reported that he sent an email to the legal department and will follow up with another email.

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

**CAPTAIN'S REPORT**

The Captains were out at a fire call.

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

**CHIEF'S REPORT:**

Chief was working overtime.

**FIRE OFFICIAL REPORT:**

The Fire Official was out on a fire call.

**TAXPAYERS COMMENTS:**

There were no taxpayer comments.

**UNFINISHED BUSINESS:**

Comm. Cinelli reported that there are still outstanding building repair issues.

Operations Manager Small reported that the repairs from the damage from the engine are scheduled for April 14. Operation Manager Small stated that they will take care of the missing shingles on West Avenue and Port Reading Ave. side.

Operations Manager Small reported that the company that gave the quote to Captain Fritsch regarding the exhaust is no longer accepting the original quote and now it is another \$500 and does not include labor. He will research other companies that do this type of work.

Operations Manager Small received two quotes for the video system and will continue shopping for more.

Comm. Eagan reported that he got prices from Home Depot for an air compressor ranging from \$700-\$800.

MOTION made by Comm. Cinelli to purchase an air compressor, not to exceed \$800, seconded by Comm. Molnar. All in favor 4-0.

Comm. Molnar gave an update on the contract negotiations. Comm. Molnar stated that they submitted their counter and there is one outstanding issue, however they should have the contract signed by the next meeting.

**NEW BUSINESS:**

Comm. Molnar inquired about the bid process for landscaping. We are waiting for a quote from the current landscaper (Aquila Landscaping) and stated that they have been the lowest in past years. Comm. Molnar welcomes any additional quotes but suggests using Aquila since they have been the most reasonable.

MOTION made by Comm. Eagan to enter Executive Session at 7:10 pm, seconded by Comm. Cinelli. All in favor 4-0.

MOTION out of Executive Session at 7:30 pm.

**EXECUTIVE SESSION:**

Matters discussed during Executive Session were personnel issues.

Operations Manager Small read a letter from Mrs. Kreutsh requesting benches in the memorial park area for family members. Operations Manager small stated that they will purchase one bench and plaque and dedicate it to the deceased men and women of the fire company, first aid squad and ladies auxiliary.

Operations Manager Small reported that the stumps were taken out.

MOTION to adjourn meeting at 9:32 pm 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

April 4, 2022

Treasurer's Report

BEGINNING BALANCE	\$ 1,647,557.73
Deposits	14,439.17
Interest	97.51
Payroll	( 90,231.44)
Payroll Tax/Adjustments/Transfers	10,856.56
Disbursements for the Month	<u>( 354,337.15)</u>
ENDING BALANCE	\$ 1,228,382.38

10:12 AM

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

04/04/22

**ADD-ON BILLS**

Accrual Basis

April 5, 2022

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<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>Northfield - Voucher</b>				
04/05/2022	2592	Stone Mou...	Incident Report Forms	-55.50
04/05/2022	2593	FRANCIS ...	E-mail Hosting/Support - April 2022	-216.00
Total Northfield - Voucher				-271.50
<b>TOTAL</b>				<b>-271.50</b>

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

**BILL LIST**

March 8 through April 4, 2022

03/31/22

Date	Num	Name	Memo	Amount
<b>Northfield - Voucher</b>				
03/08/2022	2555	Bart & Bart CPAs	Completion of 2020 Audit	-1,400.00
03/09/2022	2556	Elizabethtown Gas	Account # 2202559020 - Firehouse 01/24/2022 - 02/22...	-814.23
03/09/2022	2557	MIDDLESEX WATER CO	ACCOUNT #2060200000 - Water Bill 11/22/2021 - 02/2...	-592.27
03/09/2022	2558	TOWNSHIP OF WOODBRI...	Acct#62282900-0 Sewer User Fee 2022	-4,612.47
03/09/2022	2559	MIDDLESEX WATER COM...	Acct # 3046515564-Hydrant Service March 2022	-13,708.30
03/29/2022	2560	Anthony Terebetsky	Bed, Bath & Beyond - Fire Watch	-160.00
03/29/2022	2561	Daniel Korenski	Bed, Bath & Beyond - Fire Watch	-420.00
03/29/2022	2562	Jan. Rasimowicz	Bed, Bath & Beyond - Fire Watch	-160.00
03/29/2022	2563	JUSTIN HOLLOWAY	Bed, Bath & Beyond - Fire Watch	-260.00
03/29/2022	2564	Michael DiLeo	Bed, Bath & Beyond - Fire Watch	-320.00
03/29/2022	2565	RAYMOND KREUSCH	Bed, Bath & Beyond - Fire Watch	-320.00
03/29/2022	2566	RICHARD FRITZSCH.	Bed, Bath & Beyond - Fire Watch	-160.00
03/29/2022	2567	William Bombardier	Bed, Bath & Beyond - Fire Watch	-320.00
03/31/2022	TEPS	DIVISION OF PENSIONS A...	PERS - 2022 ANNUAL EMPLOYER APPROPRIATION	-2,638.00
03/31/2022	TEPS	NJ DIVISION OF PENSIONS	PFRS - 2022 ANNUAL EMPLOYER APPROPRIATION	-265,800.00
04/04/2022	2568	Absolute Fire Protection Co...	2007 E-One Pumper -Engine Problem (2-2)	-1,902.74
04/04/2022	2569	Brian A Bontempo	Monthly Fee - April 2022	-833.26
04/04/2022	2570	Comcast of New Jersey	Account #8499 05 340 0759643-Phone/Internet/TV	-568.52
04/04/2022	2571	EHRlich	Commercial Pest General Maintenance Service - Cust#...	-75.00
04/04/2022	2572	ESI Equipment Inc	Service Agreement 03/01/22-02/28/2023	-1,007.00
04/04/2022	2573	Fords Fire District #7	Dispatch Service - March 2022	-5,975.25
04/04/2022	2574	Home Depot Credit Services	Account #6035 3225 4098 2968 Supplies	-112.68
04/04/2022	2575	Jessica Rizitis	Website Maintenance - April 2022	-207.75
04/04/2022	2576	Kraese Repairs LLC	ChainSaw Repaired	-165.50
04/04/2022	2577	LAWN DOCTOR	Customer#795791 - Early Spring Fertilization	-61.95
04/04/2022	2578	LIFE INSURANCE COMPA...	GL 009906-000-000 LIFE INSURANCE - 04/17/2022-0...	-781.55
04/04/2022	2579	Maria Bucsanszky, E.A	Monthly Fee - April 2022	-2,653.00
04/04/2022	2580	MIDDLESEX COUNTY TRE...	Mail-In Ballot Printing & Postage - Fire Election Februar...	-789.06
04/04/2022	2581	New Jersey Door Works, LLC	Repaired Bay Door #3	-519.53
04/04/2022	2582	PSE&G	ELECTRIC BILL-Summary Account #1301219207	-1,068.97
04/04/2022	2583	Racestar Inc.	Fuel February 2022	-35.00
04/04/2022	2584	Staples Business Advantage	Acct#NYC 1054611-Supplies- Toner	-180.20
04/04/2022	2585	THE HARTFORD GROUP B...	Life Ins Customer#011215320001-2/Pol#734229 04/01/...	-45.00
04/04/2022	2586	TOWNSHIP OF WOODBRI...	2022 Annual Township Radio Maintenance Agreement	-22,069.00
04/04/2022	2587	TURNOUT FIRE & SAFETY...	Badges	-395.00
04/04/2022	2588	Woodbridge Fire District #1	Reimbursement Dental & Vision Benefits - March 2022	-1,984.47
04/04/2022	2589	Absolute Fire Protection Co...	2007 E-One Pumper -Replaced Charger (2-2)	-327.50
04/04/2022	2590	New Jersey Door Works, LLC	Repaired Bay Door #6	-845.00
04/04/2022	TEPS	New Jersey State Health Be...	Health & Prescription Benefits Retiree 04/01/2022 - 04/...	-3,136.99
04/04/2022	2591	Woodbridge Fire District #1	Reimbursement Dental & Vision Benefits - April 2022	-1,984.47
04/04/2022	TEPS	New Jersey State Health Be...	Health & Prescription Benefits Active 04/01/2022 - 04/3...	-14,927.49
Total Northfield - Voucher				-354,337.15
<b>TOTAL</b>				<b>-354,337.15</b>

# Port Reading Fire Department

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## ***Captain's Report – March 3, 2022 - March 31, 2022***

### **Engine 2-1**

3-7-2022 Washed by ODP and bay floor underneath

3-8-2022 Absolute working on intercom

3-12-2022 Radio issues turning on / off. Reported to C11. ODP was informed by C11 that ESS states you must manually pull the electrical shoreline, not allow the auto eject to automatically disconnect, because that will cause the radio issue/s we had.

3-13-2022 - Washed by ODP.

3-14-2022 Danny Miller from ESS was contacted regarding the radio issue with 2-1. Commissioner Egan was also notified. The issue was confirmed with its error code, and involves making sure that a specific start up procedure is followed. There are no issues with the engine at this time. All tours were advised in case C11 had missed talking about them to anyone.

3-21-2022 - Washed by ODP.

3-28-2022 Washing suspended due to freezing temperatures.

### **Engine 2-2**

3-3-2022 Washed by ODP and bay floor underneath.

3-9-2022 - Engine would not start while conducting daily engine check. Spoke with C-11, who advised to contact Absolute. Comm. Weber, Comm. Eagan & Ops Mgr. Small also advised. Absolute came and found all six (6) batteries were faulty along with the on-board charger. Service tech replaced all the batteries and has ordered a new charger. Charger is expected in within the next few days and service tech will return to install it. It is recommended that we start the engine periodically to charge the batteries. During the morning engine check, pull the engine out and place on high idle. Also, road test the engine as well. This is recommended by Absolute until the charger is installed.

3-10-22 No issues with engine following repairs. Engine and bay washed by ODP.

3-11-2022 0802 Absolute here checking charging system. Mechanic said he fixed loose ground wire.

3-13-2022 - Repaired broken female air outlet.

3-16-2022 Down 1 SCBA mask, used 1 to replace C12's mask.

3-17-2022 - Suspended washing due to rain.

3-24-2022 - Suspended washing due to rain.

3-25-2022 - Washed by ODP.

3-31-2022 – Washed unit and bay floor underneath.

### **Engine 2-3**

3-4-2022 Wayne Egan of Buckeye dropped off renewed registration. ODP placed in engine.

3-7-2022 Air dryer cable broke off. System still leaking.

3-8-2022 Fixed leak on the engine temporarily and notified Campbell to replace airline.

3-29-2022 - Suspended washing and pump testing due to cold temperature.

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

3-5-2022 - Washed by ODP.

3-16-2022 Down 1 SCBA, 1 used to replace 2-3-5's which is having repairs done.

3-17-2022 - Checked all fluids. No issues found.

3-27-2022 ODP Started and ran with no issues.

3-28-2022 Ran, no issues to report other than previously reported.

SCBA FP-20-3 returned and placed back on Unit.

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

3-13-2022 - Advised by 2-0-1 of issue with SCBA in vehicle. SCBA found to have broken bottle clip. Unable to repair in house. Needs to be sent to NJFE. SCBA #: FP20-3. Will advise C-11. Washed and waxed by Fire Company members.

3-15-2022 Picked up by the township to look at problem with siren.

- Township dropped off 2-3-5 and corrected problem

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



3-13-2022 - Washed and waxed by Fire Company members.

3-16-2022 Missing drivers side marker / fog light lens and both driver and passenger lights out of both. C11 made aware via Captain's daily update.

3-27-2022 - Started and ran, indicator showing need for an oil change.

3-28-2022 Ran, no issues to report other than previously reported.

### **Fire Prevention vehicle 2-3-7**

3-21-2022 - Washed by ODP.

### **Marine 2-3-8**

3-14-2022 The unit is on schedule to be ready to go in the water the first week of April. The unit is set to be painted asap.

### **Ambassador 1000 by 6000 GPM Hydro Chem/Foam Trailers**

### **LDH Box Trailers, Open Trailer & Decontamination Trailer**

### **Equipment**

3-4-2022 NorthStar pumps exercised.

1245 Kraese repairs picked up chainsaw for repair.

3-8-2022 Kraese repairs returned saw. The compression switch was replaced and the saw was serviced.

3-10-2022 Ordered new helmet and shield for Capt. Holloway

3-13-2022

- SCBA #: FP20-3 tagged for repairs. Moved 1 SCBA from 2-3-4 into 2-3-5.
- 2-1, 2-3-5 & 2-3-6 attended Woodbridge St. Patrick's Parade.

3-14-2022 All paperwork submitted to Verizon for the department's government account for its tablets.

3-16-2022 1448 Kevin from NJ Fire picked up 2-3-5's SCBA for repair.

3-28-2022 Received new gate remotes for Buckeye from Wayne Egan for Woodbridge and Avenel FD's to be distributed by Capt. Terebetsky.

3-22-2022 Plow, snowblower and spreader moved back into the shed by ODP.

- Renewed service contract for Holmatro extrication tools

- Received C13's uniform badges and missing additional badge for C11 and C12. C13's hat badge was incorrect and needs to be corrected.

3-25-2022 - Started and ran NorthStar pumps. No issues A/T/T.

3-28-2022 1700 NJ Fire Equipment returned SCBA FP-20-3 Repaired. Placed back on Support Unit 234.

3-30-2022 Ordered DEF from NAPA

### **Buildings and Grounds**

3-2-2022 1500 Airpower- quarterly on cascade.

- Incident with West Ave EMS bay door in morning. Ambulance struck and damaged door while backing in. Woodbridge PD and Commissioners notified. NJ Door works contacted for repairs.
- 248 reported a knee injury from training the previous Saturday. OSHA coordinator notified, case number from Qualcare obtained and medical visit arranged for the afternoon. He will be out pending a follow-up visit.
- Staples delivery of printer ink.
- Tour two attended swearing in of new FF's in district 1.

3-3-2022 1636 Commissioner Weber dropped off new searing grill donated to fire house. Placed in kitchen.

3-7-2022 Oath of office for Commissioners swearing in placed on dais. Meeting room set up for Commissioners meeting.

1800-1815 Fire Company Meeting in hall.

1900-2015 Fire Commissioner Meeting in hall.

3-8-2022 Shevchenko Monuments notified regarding downed monument on the property. They will get back to us with a date and time for the work to be done.

3-9-2022

- 0640 Woodbridge Township here to pick up FA-14, squad ODP handled.
- Kohler Emergency Generator conducted weekly test.

3-10-22 Discovered damage to the building on the Port Reading Ave EMS bay side. Relayed information to Operations Manager.

This evening there was a significant leak from the air compressor which necessitated it being disconnected. The Operations Manager was notified and Capt. Fritsch will be made away in the morning to look into repair.

3-11-2022 Filled 6 4500 SCBA bottles for District 1.

1705 Called Director Small regarding Bay Door #6 not closing, ODP checked sensors, appears one is not working. Authorized to call NJ Door Works for repair Call made and a Tech will be out this evening.

1818 NJ Door works here to repair door. Sensors were bad, replaced by Tech. Door is now operational.

3-12-2022 1230 ODP noticed a small puddle on floor in Hall, investigated and found the condensation line from the heating unit not properly draining. Placed drain hose back in drain and change the ceiling tile that was wet.

ODP twice applied Ice Melt to sidewalks and parking lot due to icy conditions throughout the day.

3-14-2022 Visit from Aflac representative Denise Perez. Material was left to be distributed to each tour by its Captains.

3-16-2022 Building compressor Out of service.

Incident reports picked up by ODP.

1253 Home Depot delivery- floor cleaner and wax.

1730 Contract meeting in Basement.

1816 UPS delivery- Home Depot 2 pack of mop heads.

1817 EMS attendees arriving for class. 2033 class over.

3-17-2022 - DPW came and marked out stump for removal.

3-18-2022 Updated electronic sign and entrance board for the passing of Dorothea Schmidt.

3-22-2022 Received delivery of supplies from Home Depot.

3-24-2022 – Received delivery from Home Depot of kitchen sink faucet water filters.

3-27-2022 – 0800 Flags replaced and raised to full staff.

1400-0 Stokes basket and bridle readied in bays for usage for April 8<sup>th</sup> STEM project for School 9.

3-28-2022 1136 Ehrlich Pest Control- Quarterly.

1254 Wayne Egan of Buckeye dropped off two door cards for ADMIN building.

1545 Shevchenko Monument here resetting Memorial Monument that was knocked over from an MVA on 1-29-2022.

1730 Fed Ex delivery for squad, squad ODP handled.

3-29-2022 - DPW came and ground down the tree stump on property. Fire Prevention Community Outreach Program at Station #2 from 1100 - 1300. Tour #1 along with Ex-Chief Kotuski, VFF Matyi & VFF Bombardier assisted.

3-30-2022 Picked up checks from Bed Bath and Beyond detail from Maria.

- At 1330 served with legal documents. Per Commissioner Santorelli, documents placed in folder for Maria.

### **Fuel**

3-5-2022 - Unit 2-3-4 → 9.000 gallons

3-13-2022 - Engine 2-1 → 28.501 gallons

3-20-2022 Engine 2-2 21 gallons.

3-23-2022 Engine 2-1 24.567 gallons added.

### **Training**

3-4-2022 0845 Fit test scheduled for VFC Chief for today @1530 (Station 1).

3-9-2022 - Fit test scheduled for Ex-Chief Galvach on 3-10-22 @1000 hrs. @ Station #1.

3-23-2022 – C6 Assigned online Solar PV Safety for Firefighters training for department via email.

C8 Completed and passed exam for Incident Safety Officer course.

3-24-2022 – Received completed Solar PV Safety for Firefighters training certificate from CFF#2412.

1300 C6 provided monthly drill training in Firefighter Survival / Urgent / Mayday lecture training.

1800 C6 provided monthly drill training in Firefighter Survival / Urgent / Mayday lecture training.

3-27-2022 – 1915 C13 provided completed Solar PV Safety for Firefighters training certificate.

1715 C6 provided EMT renewal certification.

3-31-2022 – C12 provided EMT renewal certification

C8 Completed Solar PV Safety for Firefighters training.

C6 registered for National Fire Academy fire safety officer training online instructor lead course scheduled for April 18 & 19.

### **Disposal List**

Officially,

Captains

Paul DeLeo

Rich Fritsch

Evan Douglas

Anthony Terebetsky

### **Compliance Captain's Report**

**3-10-2022** Received air quality test results for our cascade- Passed.

**3-11-2022** Was informed by C11 the air compressor has a leak out of the cylinder head.

0750 Called Airpower to inquire if our Cascade can be retro fitted with quick connects. Also asked if they would be able to look at our air compressor that is used for our engines, regarding the reported air leak.

0820 Followed up with Debbie from Air-Deb Corp, she said I should be receiving the hose drop estimate today.

0838 Above for 3/11 emailed to Commissioners and our Director.

1305 Received a call from Steve of Airpower, they are checking to see about serving our compressor and will get back to me asap.

1550 Received a call back regarding our cascade being retro fitting with quick connects. Steve from Airpower said it is possible, would cost about \$1750.00. As for our air compressor used for our air lines, might be best getting a new, smaller unit, since it is not being used as it was originally. Director was updated via phone.

**3-16-2022** Received Hose drop quote. Emailed to Director.

1730 Asked by Director Small, to get quotes on purchasing and the installation of a security system for here at FD.

Called 2 companies regarding security camera systems for the building. Received call back from one (Central) and waiting on other NorthEast. Will set up appointments so an estimate can be given. Director Small updated.

**3-18-2022** Spoke with Bob and one of his salesmen from Central Jersey Security Cameras, trying to set up an appointment. Jeanette from NorthEast returned my call, left a message. Returned her call, she out to lunch and will return mine when she is back. Still waiting.

**3-23-2022** Spoke with Bob and Bill from Central Jersey Security Cameras, after several calls, was able to set an appointment with Bill for Monday the 28<sup>th</sup> between 1200-1400. Director Small aware via text and will be notified upon Bills arrival. Will attempt to call NorthEast again, have yet to receive a return call.

1130 C8 and Director Small met with rep from Central regarding cameras / system.

Respectfully submitted,

Captain Richard J. Fritzsch

### **Pre-Planning Captain's Report**

- Automatic Mutual Aid Agreement with Avenel Fire District #5 went in effect at 0715 hrs. on 3-1-2022.
- Acquired additional remote control for 2-3-5 to open Buckeye gate on Cliff Road. Tested and placed in service on 3-9-2022.
- Acquired additional remote controls for Woodbridge & Avenel to open Buckeye gate on Cliff Road & Tower Gate in 2<sup>nd</sup> Reserve. Tested and delivered to both districts on 3-21-2022.

- Began updating binder of maps of all Woodbridge Twp. Fire Districts for mutual aid purposes.
- Began creating hydrant listing; including locations, landmarks and main size.

Respectfully submitted,

Captain Anthony S. Terebetsky