

**PORT READING BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2
PORT READING, NJ 07064
September 3, 2024**

The Board Clerk read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of September 23, 2024 was called to order by Commissioner Santorelli at 6:00 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 August 5, 2024 meeting were reviewed.

MOTION made by Comm. Molnar to accept the August 5, 2024 minutes, seconded by Comm. Cinelli. All in favor 4-0.

Comm. Santorelli did not vote on the minutes since he was not at the August meeting.

TREASURER'S REPORT:

Balance	\$	2,851,132.79
Deposits	\$	20,948.48
Interest	\$	3,445.80
Payroll	\$	(113,635.40)
Payroll Tax/Adjustments	\$	(2,696.75)
Disbursements for the Month	\$	<u>(63,968.37)</u>
Ending Balance	\$	2,695,226.55

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

BILLS TO BE PAID: \$ 63,968.37

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

CAPTAIN'S REPORT:

The Captain's Report was submitted and reviewed.

Captain Douglas reported that Captain Terebetsky is requesting permission for the volunteers and Chief to use their gear for the 9/11 Walk in Colonia on 9/11 at 9:00 am, which is becoming a big event. Captain Terebetsky is also requesting that if there is a three man shift, can a career firefighter attend with an engine.

Captain Douglas reported that there will be a retirement dinner in October, which Vinny Pereira will be a part of. Captain Douglas inquired if there is any interest in the ad book or buying tickets, which can be purchased through Captain Terebetsky.

Captain Douglas reported that Engine 2-1 had minor damage on the back bumper from the Buckeye fire and stated that it should be replaced or repaired since it could be hazard.

Captain Douglas reported that he reached out to Comcast Business since there were issues with the internet and we are due for an upgrade (free of charge) since it hasn't been upgraded since 2011.

Captain Douglas reported that our funding for the American Rescue Firefighter Grant for \$50,000 is official and we can start using the funds. Captain Douglas reported that the funds had been earmarked for new gear and PPE and he will discuss with Operations Manager Small.

Captain Douglas reported that they secured the grant for the fire boat and had a preliminary meeting with Metal Craft. Captain Douglas stated that he and Operations Manager Small will talk cost match with the town and the time frame.

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

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 5-0.

FIRE OFFICIAL REPORT:

The Fire Officials report was submitted and reviewed.

MOTION made by Comm. Eagan to accept the Fire Officials Report, seconded by Comm. Molnar. All in favor 5-0.

TAXPAYER COMMENTS:

There were no comments from the public.

UNFINISHED BUSINESS:

Comm. Eagan reported progress with the new truck committee.

Comm. Weber reported that we received the grant for Port Securities in the amount of \$450,000 with \$150,000 cost match on top of the American Recovery Act of \$50,000 so bringing \$500,000 into the District. Comm. Weber thanked Captain Douglas for his efforts and a job well done regarding the grants.

NEW BUSINESS:

Comm. Molnar reported that the Trunk or Treat will be October 24, with more details to follow.

Comm. Santorelli asked that the Board agree to pay or reimburse any Commissioner attending the Wildwood Fireman's Convention like we have done in the past.

MOTION made by Comm. Weber to enter into Executive Session at 6:08 pm, seconded by Comm. Eagan. All in favor 5-0.

MOTION out of Executive Session at 6:50 pm.

EXECUTIVE SESSION:

Matters discussed during Executive Session were contractual negotiations and personnel issues.

MOTION made by Comm. Molnar to purchase an ad for retirement dinner and plaque for retired firefighter, not to exceed \$1500, seconded by Comm. Weber.

MOTION to adjourn meeting made by Comm. Eagan at 6:51 pm, seconded by Comm. Cinelli. 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

September 3, 2024

Treasurer's Report

BEGINNING BALANCE	\$ 2,851,132.79
Deposits	20,948.48
Interest	3,445.80
Payroll	(113,635.40)
Payroll Tax/Adjustments/Transfers	(2,696.75)
Disbursements for the Month	<u>(63,968.37)</u>
ENDING BALANCE	\$ 2,695,226.55

10:35 AM

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

09/03/24

ADD-ON BILLS

Accrual Basis

September 4, 2024

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Northfield - Voucher				
09/04/2024	3589	CENTRAL JERS...	Remade RJ45 Camera	-125.00
09/04/2024	3590	THE HARTFOR...	Life Ins Customer#011215320001-2/Pol#734229 -09/01/202...	-349.20
09/04/2024	3591	EHRlich	Commercial Pest General Maintenance Service - AC# 1405...	-106.75
09/04/2024	3592	FRANCIS CAMP...	E-mail Hosting/Support -July 2024	-240.00
09/04/2024	3593	FRANCIS CAMP...	E-mail Hosting/Support -August 2024	-240.00
09/04/2024	3594	FRANCIS CAMP...	E-mail Hosting/Support -September 2024	-240.00
Total Northfield - Voucher				<hr/> -1,300.95
TOTAL				<hr/> -1,300.95 <hr/>

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

BILL LIST

August 6 through September 3, 2024

08/28/24

Date	Num	Name	Memo	Amount
Northfield - Voucher				
08/06/2024	3565	Fizer Plumbing & Heating, LLC	UncloggedUrinal / Reset Urinal / Caulked	-360.00
08/06/2024	3566	FORDS LAWN MOWER	Service - V Belt / Traction / Blade Rotary	-179.16
08/06/2024	3567	SKYLANDS AREA FIRE EQ...	Spider Harness/ Carabiner	-1,260.30
08/06/2024	3568	VERIZON WIRELESS	742492817-00001/Call Phone 06/24/24-07/23/24	-160.04
08/06/2024	3569	C & C Towing & Auto Repairs	2-3-5 Oil Change	-55.00
09/03/2024	TEPS	New Jersey State Health Ben...	Health Benefits - Retiree 09/01/24-09/30/24	-7,092.95
09/03/2024	TEPS	New Jersey State Health Ben...	Health Benefits - Active Health & Prescription Benefits 09...	-17,182.86
09/03/2024	3571	Approved Fire Protection Co	Annual Fire Extinguisher Inspection	-695.66
09/03/2024	3572	Brian A Bontempo	Monthly Fee - September 2024	-884.00
09/03/2024	3573	CENTRAL JERSEY SECURI...	Remade RJ45 Camera	-133.28
09/03/2024	3574	Comcast of New Jersey	Account #8499 05 340 0759643-Phone/Internet/TV - 8/12...	-653.51
09/03/2024	3575	EHRlich	Commercial Pest General Maintenance Service - AC# 140...	-106.75
09/03/2024	3576	Fords Fire District #7	Dispatch Service - September 2024	-6,247.08
09/03/2024	3577	GRAINGER	Supplies	-43.71
09/03/2024	3578	Home Depot Credit Services	Account #6035 3225 4098 2968 Supplies	-1,126.83
09/03/2024	3579	LIFE INSURANCE COMPAN...	GL 009906-000-000 LIFE INSURANCE - 09/17/2024-10/...	-813.45
09/03/2024	3580	Maria Bucsanszky, E.A	Monthly Fee - September 2024	-2,916.67
09/03/2024	3581	MIDDLESEX WATER COMP...	Acct # 3046515564-Hydrant Service August 2024	-15,800.66
09/03/2024	3582	PSE&G	ELECTRIC BILL-Summary Account #1301219207	-1,509.43
09/03/2024	3583	WEST MARINE PRO	C/S #487577 - Flag US-Sewn	-18.48
09/03/2024	3584	Woodbridge Fire District #1	Reimbursement - Vision & Dental Coverage -September 2...	-2,573.17
09/03/2024	3585	Staples Business Advantage	Acct#NYC 1009573 / Supplies	-153.41
09/03/2024	3586	TURNOUT FIRE & SAFETY ...	Uniforms	-1,773.15
09/03/2024	3587	Staples Business Advantage	Supplies	-83.31
09/03/2024	3588	TURNOUT FIRE & SAFETY ...	Uniforms	-2,145.51
Total Northfield - Voucher				-63,968.37
TOTAL				-63,968.37

Port Reading Fire Department



Captains' Report – August 1, 2024 - August 28, 2024

Engine 2-1

8-13-2024 - Added 2 ½ gallons of DEF to tank.

8-19-2024 – Check engine light on, C11 notified.

- At call #2024-184, for a fire in Buckeye, the left rear of the engine was damaged from catching the guardrail on a turn from Third Ave to Avenue B in the complex. Minor damage and reported to OM Small.

8-22-2024 – Check engine light issue resolved.

8-25-2024 – Unable to log into CAD on tablet, system taken offline by Township IT.

Engine 2-2

8-1-2024 - Repaired “O” ring on SCBA #PRFD-2.

8-23-2024 - Unable to log into CAD on tablet. No cellular connection.

8-24-2024 - Unable to log into CAD on tablet. No cellular connection.

8-25-2024 - Unable to log into CAD on tablet, system taken offline by Township IT.

Support Pick-Up 2-3-4

8-23-2024 - Unable to fuel unit. Sewaren pump indicating “invalid odometer reading”.

8-25-2024 - Balanced air pressure in tires.

8-26-2024 – C11 contacted Township repair to resolve issue with key fob. Unit was able to refuel with no issues after.

Fire Company Vehicle 2-3-5

Support Unit 2-3-6

8-25-2024 - Balanced air pressure in tires and added windshield washer fluid.

Fire Prevention Vehicle 2-3-7

Marine 2-3-8

Ambassador 1000 by 6000 GPM Hydro Chem/Foam Trailers

LDH Trailer, Open Trailer, Storage Container & Decontamination Trailer

Equipment

8-6-2024 – NJFE dropped off 1 repaired SCBA and took 1 SCBA for repair.

8-14-2024 – Absolute dropped off 6 serviced extinguishers. Placed in storage.

8-22-2024 – NJFE returned one repaired SCBA.

- C11 & C6 attended virtual meeting with Jennifer Centeno of Colonial Pipeline regarding the donation of a new support vehicle. Updated W9 was submitted to complete the paperwork.

8-24-2024 - Ordered X-Small firefighting gloves for 2-4-15.

8-26-2024 – Cost recovery paperwork submitted to Chief Morales of County Hazmat for Buckeye incident on 8-19-2024.

Building and Grounds

7-31-2024 As per Director Small, call placed to Central Jersey Camera for video loss on a Camera. Appointment set, for Wednesday August 7, 2024, between 1100-1400 hrs.

8-1-2024 - County DPW cleaned out storm drains around Fire House.

8-4-2024 – Severe flooding on roadways around Fire House due to blocked storm drains.

8-6-2024 Technician replaced modem in watch room.

8-7-2024 Camera repaired, bad connection at camera.

8-8-2024 Appointment for Monday the 12th for annual fire extinguisher service with Approved. Email sent out to Career Fire, Fire Company and our Director of Operations.

8-12-2024 Approved here and serviced all vehicle, building and Marine 238's extinguishers.

Township IT department here again to look at the phone system.

8-14-2024 Middlesex Water replaced damaged hydrant on West Ave.

8-25-2024 - CAD system, phones, hotline and oneCall recall system all down for maintenance between 0300 - 0400 hours. CAD system, in watch room only, back online at 0715 hours.

Fuel

8-1-2024 - Unit 2-3-6 → 6.000 gallons. Unit 2-3-4 → 13.000 gallons.

8-4-2024 – Refueled fire pump on M238 with small Trufuel can from Engine 21.

8-7-2024 - Engine 2-1 → 25.05 gallons

8-13-2024 - Engine 2-2 → 22.00 gallons

8-16-2024 2-3-4 15.710 gallons.

8-17-2024 - Engine 2-1 → 25 gallons. Unit 2-3-6 → 5.555 gallons.

8-21-2024 - Engine 2-1 → 24 gallons.

8-26-2024 – 2-3-4 15.188 gallons.

Training

8-1-2024 - C-12, 2-4-12 & 2-4-16 reviewed elevator shut down operations, utility shut offs and building familiarization at Red Oak Manor, 300 Old Rd., Port Reading. Also, reviewed utility shut offs and building familiarization at Sycamore Senior Center, 290 Old Rd., Port Reading.

8-4-2024 – Training on attack line deployment and pumping with CFF#2415 and VFF#137.

8-8-2024 Tour 4 completed online assignment, CAPCE Driving Safety.

8-9-2024- C-12, 2-4-12 & 2-4-16 completed Vector Solutions online training assignment.

8-13-2024 - C-12, 2-4-12 & 2-4-16 conducted hands-on training with low-pressure air bags.

8-19-2024 Set up bail out prop for future training.

Received HMOSIC certificate from VFF#128.

8-20-2024 Tour 4 operated Blitz Fire and ground monitor simultaneous, flawless no issues, 1000 gpm and 500 gpm.

8-21-2024 Bailout orientation with CFF's 2414, 2415, 2416, VFFs 134 and 135.

Ladder dive orientation with 2415.

Disposal List

Special Details

Officially,

Captains

Paul DeLeo

Richard Fritzsch

Evan Douglas

Anthony Terebetsky

Justin Holloway

Pre-Planning Captain's Report

- On 8-8-2024, attended online update on MobileEyes pre-plan system.
- On 8-13-2024, updated 33 hydrants with additional photos and information on eDispatch program.
- On 8-24-2024, created floor plan map of new wing of Matthew Jago School #28.
- Prepared & issued two (2) new map books of our District for Avenel FD.

Respectfully submitted,

Captain Anthony S. Terebetsky

Chiefs report for SEPTEMBER meeting

Total calls for the month of AUGUST was: 20 and brings our total calls for the year to: 194

Fire calls

- 3 auto aids
- 2 special requests
- 1 fire
- 1 mva
- 3 smoke
- 1 mutual aid
- 1 ems report
- 1 pump fire
- 1 monthly drill
- 2 down wires
- 1 hazmat
- 2 fire alarms