

THE COMMISSIONERS OF FIRE DISTRICT 2
IN THE TOWNSHIP OF EAST BRUNSWICK
COUNTY OF MIDDLESEX
216 JOSEPH STREET * EAST BRUNSWICK * NEW JERSEY 08816

Minutes of the Meeting of February 8th, 2022

I. CALL TO ORDER:

Commissioner Lyons called the meeting to order at 8:00 PM at the District office Meeting Room located at 216 Joseph Street, East Brunswick, New Jersey.

II. SALUTE TO THE FLAG:

Commissioner Lyons opened the meeting with the salute to the flag.

III. READING OF THE OFFICIAL NOTICE OF THE MEETING:

Commissioner Lyons read the official notice of the meeting. [Attachment I]

IV. ROLL CALL:

Roll Call showed Commissioners Colon, DeGraw, Grande, Jewett and Lyons were in attendance.

V. SAFETY MINUTE:

Nothing to discuss

VI. FIRE PREVENTION BUREAU:

Fire Marshal Verdi was in attendance, he presented the following report:

Fire Prevention Bureau Inspection Progress January 2022:

| Period/Activity | | Month Qty | YTD Qty |
|-----------------|-----------------------|-----------|-----------|
| January | 2022 Inspections | 164 | 164 |
| January | 2022 Re-Inspections | 26 | 26 |
| January | 2021 Inspection | 225 | 225 |
| January | 2021 Re-Inspections | 16 | 16 |
| January | 2022 Smoke Detectors | 48 | 48 |
| January | 2021 Smoke Detectors | 29 | 29 |
| Fees | 2022 Bureau Collected | | \$7700.00 |
| | | | |

Site Plans:

154 Tices Ln – Office Building to go in area of parking lot that is considered excess by the property owner

- The grids are being worked on and are on schedule
- Sorting and reviewing all billing of Registration Fees for the 2022 mailing
- The Jeep we are removing from service is on Gov Deals.com; the most up to date bid is at \$11,000.00. Another week remains before bidding closes
- Working to schedule a walk-through of Tower I to review the post remodeling. Will let the Chief know when this has been scheduled
- Mid-State Mall has changed ownership, currently working with the new owners on issues with the Knox Boxes and changed keys
- The structure fire at 530 Rt 18 is still under investigation

VI. APPROVAL OF MINUTES:

The minutes of January 11, 2022 Monthly Meeting were approved, on a motion by Commissioner Colon, seconded by Commissioner Jewett. Roll call showed Commissioners Colon, DeGraw, Grande, Jewett and Lyons all voting Aye.

VII. COMMUNICATIONS:

No communications received

VIII. TREASURERS REPORT: [Attachment III for details]

Commissioner DeGraw reported the following as of January 31, 2022:

| | | |
|--------------------------------|----|---------------------|
| Operating Account | \$ | 233,962.07 |
| Cash Mgmt Fund - General | \$ | 552,524.87 |
| Cash Mgmt Fund - Fire App. | \$ | 776,457.91 |
| Cash Mgmt Fund - LOSAP | \$ | 5,021.40 |
| Cash Mgmt Dedicated Penalty FC | \$ | 6,037.14 |
| Total of Accounts Funds | \$ | <u>1,574,003.39</u> |

The Treasurer's Report was accepted, on a motion by Commissioner Colon, seconded by Commissioner Grande. Roll call showed Commissioners Colon, DeGraw, Grande, Jewett and Lyons all voting Aye.

Fire District Elections are being held on February 19th. The ballot does have the fiscal question of the Truck purchase as well as seeking Budget 2022 approval. Machines should be arriving on Wednesday

IX COMMITTEE REPORTS:

1. Apparatus Replacement Committee

Spec review is moving forward.

There was a question on a 6-month delay becoming greater due to supply shortages. Pierce states that there should be no further delays

X UNFINISHED BUSINESS:

1. ANNUAL INVENTORY

No progress

2. MONTHLY INJURIES:

No injuries to District members. District 1 had an injury during the mutual aide fire at 530 Rt 18. The injury occurred to one of the members operating on the ground while their members were ventilating on the second floor. Their Chief required the member to go to the hospital per their protocol. Will be handled through Fire District 1 insurance

3. MONTHLY APPARATUS ACCIDENTS:

No incidents have occurred

4. NEW MEMBERS /OR TERMINATIONS:

1. 3 new members have turned in their paperwork, waiting on physicals
2. 4 prospective members have been interviewed

5. BUNK IN PROGRAM:

To be removed until Pandemic conditions change

6. Stand-by Program:

No discussion at this time, under review

7. Willow Street Boiler:

In order for Trane to work on the boiler system they are requiring a service contract to be entered into and signed

8. Willow Street Apparatus Room Lighting:

The issue with the lights failing is currently being reviewed

XI **NEW BUSINESS:**

Budgeted Monies for server/computer hardware equipment and necessary upgrades is expected to be \$13,000 - \$14,000.00

On a motion by Commissioner Jewett, seconded by Commissioner Colon to have the necessary equipment purchased and upgrades performed Roll call showed Commissioners Colon, DeGraw, Grande, Jewett and Lyons all voting Aye.

XII **FIRE CHIEF/PRESIDENT REPORT:**

East Brunswick Independent Fire Company President Roger's was attendance, and gave the following report:

- The Dunhams Corner Station bay door heater shutdown switch is not operating when the doors open. Need to install new switches
- Boiler inspection needs to be rescheduled as the Township Inspector did not contact the District Office upon arrival to receive remote access
- Commissioners requested that an updated membership roster and emails be supplied asap as one was not supplied during the past year
- Requesting that the initial payment for First Responding to continue with the marketing program. It was explained by Treasurer DeGraw that the neither the previous or current Fire Company administration requested this as a budget expense from the District. The Fire Company needs to review their budget for these funds

East Brunswick Independent Fire Company Chief Rosa was in attendance, and gave the following report:

- The Chief brought up a problem with radio communications on the fire ground while operating at the 530 Rt 18 structure fire. He will be working with the other two Districts and the Township Office of Emergency Management to ensure everyone operating on a District 2 fire scene is using the proper channels. This is to safeguard all radio traffic is heard by command and emergency buttons on portable radios are always capable of functioning.
- Structure fire at 530 Rt 18 went well with a good response and quick attack by interior crews
- Training attendance needs to be reviewed by officers to make sure all members are receiving proper credit when due
- Make-up Mandatory Trainings to be reviewed to eliminate any questions in regards to virtual -vs- hands on

XIII. PUBLIC PORTION:

Nothing from the public at this time

XIV. ADJOURNMENT:

Being no further discussion or business at this time, Commissioner Colon moved, seconded by Commissioner Jewett that the public meeting be adjourned at 9:12 PM. Roll call showed Commissioners Colon, DeGraw, Jewett and Lyons all voting Aye. Commissioner Grande was absent

Respectfully submitted,

Richard D. Jewett
Clerk