

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 November 12, 2013

I. CALL TO ORDER: Chairman 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: Chairman Lyons opened the meeting with the salute to the flag.

III. READING OF THE OFFICIAL NOTICE OF THE MEETING:
Chairman Lyons read the official notice of the meeting. [Attachment I]

IV. ROLL CALL:

Roll Call showed Commissioners Colon, DeGraw, Grande, Lyons, and Weissman to be in attendance.

V. FIRE PREVENTION BUREAU:

Fire Marshal Verdi was in attendance and presented the following

Fire Prevention Bureau Inspection Progress:

Inspection October 2013:	149	Year to Date:	1,812
Inspection October 2012:	127	Year to Date:	1,639

Re-Inspections September 2013:	63	Year to Date:	596
Re-Inspections September 2012:	36	Year to Date:	651

Smoke Detector Inspection September 2013:	21	Year to Date:	206
Smoke Detector Inspection September 2012:	37	Year to Date:	272

Multiple Family Dwellings September 2013:	25	Year to Date:	313
Multiple Family Dwellings September 2012:	32	Year to Date:	479

Multiple Family Re-Inspections September 2013:	27	Year to Date:	151
Multiple Family Re-Inspections September 2012:	23	Year to Date:	186

Outstanding Fees 2012	\$	00.00
Outstanding Fees 2013	\$	8,600.00

Fire Marshal Verdi reported that periodic inspections are on schedule to be completed by the end of November.

Limited staff will be working 29-Nov-13, day after Thanksgiving to handle any problems that may occur in local establishments.

Multiple Family Dwelling inspections are on schedule when compared against the five (5) years cycle for completing all dwellings within the District.

Site plans review during the month:

Z-13-32 East Brunswick Foreign Cars
17 Harts Lane
Installation of a vehicle scale

Site Plans reviewed and returned without comment to the Township of East Brunswick.

VIII. APPROVAL OF MINUTES:

The minutes of October 8, 2013 Meeting were approved, on a motion by Commissioner Grande, seconded by Commissioner Colon. Roll call showed Commissioners Colon, DeGraw, Grande, Lyons, and Weissman all voting Aye.

IX. COMMUNICATIONS:

None

X. TREASURERS REPORT: [Attachment II for details]

Commissioner Weissman reported the following as of September 30, 2013:

Operating Account	\$ 143,449.43
Cash Mgmt Fund - General	\$ 765,483.03
Cash Mgmt Fund – Fire App	\$ 152,402.75
Cash Mgmt Fund LOSAP	\$ 35,441.94
Cash Mgmt Dedicated Penalty FC	\$ 5,956.96
Cash Mgmt New Bldg	\$ 32,006.69
Cash – New WS Bldg: BOA	\$ 1,258.50

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

Budget workshop meetings have been scheduled for 21-Nov-13 and 03-Dec-13 beginning at 8:00 PM for the purpose of reviewing the proposed 2014 Budget.

Commissioner Weissman requested authorization to purchase an additional license for the QuickBooks accounting program to allow for three users to access the system at same time. Cost of additional license is \$550.00. All Commissioners agreed with the upgrade; new license will be ordered from QuickBooks.

XI **COMMITTEE REPORTS:**

1. Willow Street Expansion:

Waiting for one additional invoice to present claim to building contractor.

XII **UNFINISHED BUSINESS:**

1. Grant Status:

Commissioner Colon reported he is waiting for Chief Adams to provide statistical information to allow for the application of US Government grants. There is a grant currently accepting applications; deadline is 06-Dec-13. Chief is requesting funds be requested for the purchase of a rescue vehicle. Chief Adams and other Line Officers will work with Commissioner Colon to collect all information necessary to apply for the Grant.

2. Monthly Injuries

None

3. Computer Issues

Fire Company reported experiencing issues with the sending/receiving e-mails established on the ebifc.com address.

4. Shared Service

Nothing to report

5. Hydrant Markers

Commissioner Grande offered to complete the installation of hydrant markers with members of the Fire Company. Target beginning the remaining installation 16-Nov-13

6. Alarm Response

No report.

7. Website

Web Site is being established by Vectrocon; anticipate completion on or before 10-Dec-13.

8. RFQ for Truck Maintenance

No Progress

9. LOSAP

An error occurred in reporting LOSAP results to the investor of funds. Staff inadvertently utilized an incorrect recording sheet, error has been corrected.

10. NEW HEATERS WILLOW STREET STATION

District needs one additional proposal for the replacement of one (1) unit heater for the Willow Street Station apparatus room.

11. PURCHASE OF REPLACEMENT HOSE

Hose scheduled to be delivered week of 15-Nov-13.

12. PHYSICAL INVENTORY:

No report on progress

13. TRUCK COMMITTEE

Captain Fox reported a meeting was held to discuss the needs of the Fire Company relative to apparatus replacement. Committee has recommended the purchase of a new rescue truck, one (1) new Engine and a Chiefs Vehicle. Anticipated cost of replacing the Rescue and Engine is \$1,100,000.00.

Board reported the cost of a \$1,000,000.00 bond is approximately \$170,000.00 with a term of 7 years maximum. Cost of a Bond valued at \$700,000.00 is approximately \$100,000.00 per year for a 7 year term.

Chairman requested Board representatives be invited to the next committee meeting. Further discussion will be held to determine what actions will be taken relative to the purchase of a new Rescue vehicle and Engine.

XIII NEW BUSINESS:

- 1.) Chief Adams has again requested the Board replace the vehicle utilized by the Asst Chief due to age and wear. During preparation of the 2014 Budget it was discovered funds from the State of NJ grant for 2012 and 2013 totaling \$23,000.00 had not been expended. Upon the concurrence of Chief Adams these funds will be transferred to Reserve for Capital Outlay, for the purpose of purchasing a new vehicle.

On a motion by Commissioner Grande, seconded by Commissioner Colon, a new vehicle will be purchased to replace the unit currently being utilized by the Asst Chief. Vehicle will be similar or equal to a Chevrolet Tahoe purchased against NJ State Cooperative purchasing contact or equal. Anticipated cost of the vehicle alone will be \$28,000.00. Additional monies will be needed to place the unit in service, i.e. lettering, purchase and installation of lights and sirens and installation of a new command package.

Total cost anticipated to be \$35,000.00 to 40,000.00. Funds will be supplemented by NJ State Grant money received for the 2014 Budget which will be transferred to the Reserve for Capital Outlay account.

Motion was passed with Commissioners Colon, DeGraw, Grande, Lyons and Weissman all voting Aye.

- 2.) Board took action to recognize those members of the Fire Company who unselfishly participate in protecting the residents of District 2 during Super Storm Sandy. On a motion by Commissioner Grande, seconded by Commissioner Colon, the Board will purchase each of the members an all weather jacket. Total of 40 individuals will be recognized for their service with a cost not to exceed \$3,000.00. Motion passed with Commissioners Colon, DeGraw, Grande, Lyons, and Weissman all voting Aye.
- 3.) On a motion by Commissioner Weissman, seconded by Commissioner Grande firefighter Ismael Mendez-Ortiz was approved for application to the NJ State Fireman's Association. Roll call showed Commissioners Colon, DeGraw, Grande, Lyons, and Weissman all voting Aye.

XIV FIRE CHIEF/PRESIDENT REPORT:

No reports were received from the Chief and/or President as all open issues were covered above.

XV. PUBLIC PORTION:

No comments from the public.

XVI ADJOURNMENT:

Being no further discussion or business at this time, Commissioner Weissman moved, seconded by Commissioner DeGraw that the public meeting be adjourned at 8:50 PM. Roll call showed Commissioners Colon, DeGraw, Grande, Lyons, and Weissman all voting Aye.

Respectfully submitted,

Dennis A. DeGraw
Clerk