

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 October 13, 2015

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, and Lyons, were in attendance. Commissioner Weissman was absent

V. FIRE PREVENTION BUREAU:

Fire Marshal Verdi was in attendance and provided the following report:

Fire Prevention Bureau Inspection Progress September, 2015:

Period/Activity	Month Qty	YTD Qty
September 2015 Inspections	154	1589
September 2014 Inspections	154	1552
September 2015 Re-Inspection	31	583
September 2014 Re-Inspection	34	484
September 2015 Smoke Detectors	26	243
September 2014 Smoke Detectors	24	191
September 2015 Multi-Housing Inspections	48	314
September 2014 Multi-Housing Inspections	30	229
September 2015 Multi-Housing Re-Inspections	23	138
September 2014 Multi-Housing Re-Inspections	3	102

Bureau Funds Collected – Business (YTD)	\$154,386.35
Bureau Funds Collected – Multiple Housing (YTD)	\$ 3,000.00
Outstanding Registration Fees – Regular Inspections 2015	\$ 12,822.00

Bureau inspections are ahead of schedule when compared to 2014.

Audit by the State of New Jersey has not yet occurred. Fire Marshal Verdi confirmed with the State Fire Marshal that audit is still pending scheduling.

Commissioner DeGraw asked Fire Marshal Verdi if all Bureau personnel has participated in all required annual training, i.e. blood borne pathogens and breathing apparatus. Fire Marshal Verdi reported the Bureau personnel have received the appropriate training for 2015.

Following site plans were reviewed:

Moe's Southwest Grill – plans reviewed and forwarded to Chief Johnson for comment

VI. APPROVAL OF MINUTES:

The minutes of September 8, 2015 Monthly Meeting were approved, on a motion by Commissioner Grande, seconded by Commissioner Colon. Roll call showed Commissioners Colon, DeGraw, Grande, and Lyons all voting Aye.

VII. COMMUNICATIONS:

None

VIII. TREASURERS REPORT: [Attachment II for details]

Commissioner Grande reported the following as of September, 2015:

Operating Account	\$ 49,315.18
Cash Mgmt Fund - General	\$ 140,796.58
Cash Mgmt Fund – Fire App	\$ 439,813.99
Cash Mgmt Fund LOSAP	\$ 35,489.80
Cash Mgmt Dedicated Penalty FC	\$ 6,280.92
Cash Mgmt New Bldg Cash Mgmt & Checking	\$ 23,038.87

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

IX. COMMITTEE REPORTS:

1. Apparatus Replacement Committee

Chief Johnson reported members reviewed apparatus at the New Jersey Fireman's Convention and spoke to vendors. Four suppliers were requested to submit drawing and preliminary proposal for consideration.

Board is required to hold a Special Meeting during 2015 if the intent is to purchase a vehicle in 2016. The Special Meeting will be held late November or early December.

X **UNFINISHED BUSINESS:**

1. Annual Inventory

No Progress

2. Grant Status:

District has not received notification relative to existing grant application.

At the suggestion of Chief Johnson and Asst Chief Zelehoski, Board representatives will be schedule meetings with suppliers of electronic traffic light changing systems. Commissioner Lyons is coordinating with the Township to determine if Public Safety would be interested in participating in a Grant application for said system.

3. Monthly Injuries

No injuries reported during the month of September

4. Computer Issues

No issues reported

5. Hydrant Markers

Chief Johnson requested the District to purchase additional hardware for installing the remaining hydrant markers.

6. Volunteer Membership Drive

Fire Company has accepted two (2) new members. In addition, two (2) new applications have been received and are currently under review.

7. PHONE/INTERNET SERVICE

Wiring has been completed and transition is scheduled for late October.

8. PRESERVATION OF 911 MEMORIAL

No Progress

9. HARASSMENT TRAINING

No Progress

10. GENERATOR BOLLARDS

No progress

11. DISPOSAL OF UNUSED RADIOS

No Progress

12 MEDICAL LEAVE POLICY

Policy has been drafted and distributed to Commissioners for review and comment.

XI **NEW BUSINESS:**

Board received two (2) applications for membership in the New Jersey State Fireman's Association. On a motion by Commissioner Colon, seconded by Commissioner Grande, Michael Lauro and Adam Lorentz were approved to apply for membership in the organization. Roll Call showed Commissioners Colon, DeGraw, Grande, and Lyons all voting Aye.

XII **FIRE CHIEF/PRESIDENT REPORT:**

Fire Company representative Robert Jolly reported the following:

A downspout at the Lawrence Brook Station was hit and fell off the building.

Requested status on purchases of a Shed, Furniture and Computer equipment requested by President Alexander over the past few months. Board responded by saying that the requests were under consideration however these items were not included in the budget requests for 2015. If funds remain at the end of the fiscal year the Board can consider providing additional items.

Chief Johnson reported the following:

Commissioners reported receiving notification from the Department of Community Affairs relative to requirements for individuals who hold positions with duties that include management of emergency operations. Chief Johnson reported all elected Line officers have the proper certification as dictated by the State of New Jersey.

XIII. **PUBLIC PORTION:**

None

XIV ADJOURNMENT:

Being no further discussion or business at this time, Commissioner Weissman moved, seconded by Commissioner Colon that the public meeting be adjourned at 8:51 PM. Roll call showed Commissioners Colon, DeGraw, Grande, and Lyons all voting Aye.

Respectfully submitted,

Dennis A. DeGraw
Clerk