

BOARD OF FIRE COMMISSIONERS TOWNSHIP OF OCEAN FIRE DISTRICT NO. 1

MINUTES OF
NOVEMBER 22, 2010

CALL TO ORDER:

The regular meeting of the Board of Fire Commissioners was called to order by President Nelson at 8:05 p.m. President Nelson announced that the meeting is being held in compliance with the "Open Public Meetings Act". Public Notice of this meeting was mailed to the Clerk of the Township of Ocean and posted at the Oakhurst Firehouse on February 23, 2010, and advertised in The Coaster and in the Atlanticville on March 4, 2010.

After the salute to the flag, a moment of silence was observed.

ATTENDANCE:

The following Board members were present: Thomas Reu, James Hiers, Scott Nelson, and Russell Williams. Fire District Administrator Arthur Schenck, Fire District Administrator David Hiers, Acting Fire Marshal Chris Pujat, Fire Inspector Craig Flannigan, Maintenance/Repair Technician Michael Fiorentino and the Fire Department and First Aid Squad Officers were also present.

MINUTES:

The minutes of the October 25, 2010 meeting were read. Questions or comments? None. The minutes were unanimously accepted without change.

CORRESPONDENCE:

None.

EXPENSES:

Vouchers totaling \$ 93,808.65 were read and presented by Commissioner Reu for payment. Reu motioned to pay all bills. Williams seconded. Questions or comments on the bills.? There were none. Roll call vote of Reu, Hiers, Williams, and Nelson was unanimous in favor of the motion.

DISTRICT NO. 1 ORGANIZATIONS' REPORTS:

Chief Craig Flannigan reported 58 activities and 2 drills for the month. Average Response Time :7:05. Average Firefighters per call was 8, for a total of 457 members responding, experiencing 459.73 manhours. Mutual Aid was given once and none received.

FAS Lt. D. Willms - The First Aid Squad did not have a report to submit at this time. They were having printer problems. He did read off some statistics. He

mentioned that a Defensive Driving Class will be presented on January 30, 2011 at 9 AM.

Acting Fire Marshal Pujat reported 206 Inspections, including 15 State Registered Establishments, revealing 220 Violations, and 0 Investigations were conducted during the month. Six CO calls for the month. Six Public Education Sessions were held with 253 people attending; and \$ 1,987.00 in fees were collected. Pujat attended 10 meetings and 1 training class. The O.K. Chamber of Commerce plans to have a Shrimp Festival Friday June 24th - Sunday, June 26th. Also June 11 & 12, there is the Annual Soccer Tournament scheduled. The Fireworks on planned for July 2nd, all at Palaia Park.

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Maintenance/Repair Technician Fiorentino reported that he installed 35 Hydrant Markers at various locations. In doing so, he found 2 hydrants leaking.

Nelson - A meeting was held here on the 19th with the Township Manager Andrew Brannen along with Kevin O'Conner (District 2) and Scott. Scott gave a synopsis of the meeting He stated that is was good meeting overall. The conversation began with the First Aid Responding concerns by residents bringing up the issues at past council meetings. Scott stated that the First Aid Squad is 100 % volunteer. The membership is limited to not so many individuals due to various reasons, such as the extensive training hours to become a member, the constant training that is mandatory to maintain their proficiency, the number of calls that we receive during the year and in trying to build membership to reduce the load on the present FF Members. Last year there were 1335 call that required a crew to respond to. Over all it is very time intensive also, with the average time per call being over an hour. The Board is researching ways along with the First Aid Department to tackle some of the hurdles. Also the elected officials have been contacted, looking for freeing up some of the obstacles that are in front of us. The Town said they will help in whatever way they can. The bottom line is taking care of the needs of our residents as fast as one can along with maintaining a n affordable tax structure. Other issues that were discussed were the PD not allowing the Fire or EMS to monitor the PD local channel, the Fire and EMS dispatching from headquarters, and what appears to be some attitudes displayed by new PD members, not giving the respect that the volunteers deserve. It was agreed that future meetings are to be held to see if any improvements can be seen.

Williams - The work is ongoing on the south wall leak. Bricks have been replaced. Some of the cap block on top of the wall needs to be reattached before it can be sealed and caulked.

NEW BUSINESS:

Nelson - President Nelson stated that some 2011 Fire District Election and Budget matters needs to be attended to. He announced that the 2011 Annual Fire District Election will be held on Saturday, February 19, 2011, 2:00 pm to 9:00 pm, here at Fire Station No. 1. Petitions to have one's name placed on the Ballot for Fire Commissioner must be filed with the Fire District Clerk by 4:00 pm on January 7, 2011.

President Nelson asked for the 2011 Fire District No. 1 Budget to be introduced. Nelson asked Commissioner Hiers to read the 2011 Budget Message.

Hiers - Read Budget Message: (Copy attached)

Nelson - Asked Commissioner Williams to please read the Proposed 2011 Fire District Budget.

Williams - Read 2011 Budget: (Copy attached)

Nelson - Announced a Public Hearing on the proposed budget will be held here on January 3, 2011, 7:30 pm at the beginning of the Board's Work Session Meeting. Are there any questions or comments? There were none. Nelson thank Art again for the good job done on the preparation of the budget.

Hiers - To approve the introduced 2011 Fire District Budget the following Budget Resolution is presented:

**2011 BUDGET RESOLUTION
Board of Fire Commissioners
TOWNSHIP OF OCEAN
Monmouth County
FIRE DISTRICT NO. 1**

FISCAL YEAR: January 1, 2011 to December 31, 2011

WHEREAS, the Annual Budget for the Township of Ocean Fire District No. 1 for the fiscal year beginning January 1, 2011 and ending December 31, 2011, has been presented before the Board of Fire Commissioners of the Township of Ocean Fire District No. 1 at its open public meeting of November 22, 2010; and

WHEREAS, the budget as introduced is in compliance with the Property Tax Levy Cap Law (N.J.. 40A:4-45.44 et. seq.), and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,792,337.00, which includes the amount to be raised by taxation of \$1,391,588.00, and total Appropriations of \$1,792,337.00; and

WHEREAS, the amount to be raised by taxation to support the district budget, shall be the amount to be certified to the assessor of the municipality to be assessed against the taxable property in the district, pursuant to N.J.S.A 40A:14-79. Such amount shall be equal to the amount of the total appropriations set forth in the budget minus the total amount of surplus and miscellaneous revenues set forth in the budget; and

WHEREAS, in calculating the amount to be raised by taxation, the Fire District No. 1 has taken into account the assessed valuation of taxable property in the Fire District No. 1.

NOW, THEREFORE BE IT RESOLVED, by the Board of Fire Commissioners of the Township of Ocean Fire District No. 1, at an open public meeting held on November 22, 2010, that the Annual Budget, including appended Supplemental Schedules, of the Township of Ocean Fire District No. 1 for the fiscal year beginning January 1, 2011 and ending December 31, 2011 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Fire District No. 1's outstanding debt obligations, capital lease arrangements, service contracts and other pledged agreements, if any; and

BE IT FURTHER RESOLVED, that the Board of Fire Commissioners of the Township of Ocean Fire District No. 1 will hold a Public Hearing on the Budget, and will consider the Annual Budget for adoption on January 3, 2011.

Hiers motioned to adopt this Resolution. Seconded by Reu. Questions? None. Roll call vote of Williams, Reu, Hiers, and Nelson was unanimous in favor of the motion.

Reu - As noted in the Budget Message read earlier, voters will be asked to approve one question on the Ballot at the 2011 Fire District Election, concerning a Capital Project to be included in the 2012 Fire District Budget. The project pertains to the necessary replacement, modification and addition to the radio system of the Emergency Vehicles, Fire Stations and Portable Radios of the Fire District, to meet the FCC requirements mandated for compliance by January 1, 2013. To proceed with this project, the following question will be posed to the voters at the 2011 Fire District Election:

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“Is approval given to make the necessary replacement, modification and addition to the radio system of the Emergency Vehicles, Fire Stations and Portable Radios of the Fire District, to meet the FCC requirements mandated for

compliance by January 1, 2013? This project would be accomplished in fiscal year 2012, for an estimated cost not to exceed \$60,000.00. Funding for this project will come from the Capital Improvement Reserve account, funds accumulated in anticipation of such a Capital Expenditure. No increase in the Fire District Tax Rate will result from this expense, nor will any Debt Service be incurred to fund this project”.

[] YES [] NO

Reu motioned to approve this question. Seconded by Hiers. Questions? None. Roll call vote of Williams, Reu, Hiers and Nelson was unanimous if favor of the motion.

Nelson - Stated that this concludes the 2011 Budget business for this meeting.

The Administrator was asked to file this Introduced and Approved Budget with the State as required.

Nelson - A Portable Radio is needed for Fire Inspector Flannigan for the upcoming year. He is presently using the Fire Company's as Chief of the department. Nelson moved to purchase 1 Portable Radio under State Contract not to exceed \$1,100.00. Seconded by Reu. Questions ? None. Roll call vote of Williams, Reu, Hiers, and Nelson was unanimous in favor of the motion.

Williams - Lieutenant Resitar called asking if the Board had any interest or need for antenna space on the PD's antenna tower. Dave said the Board does have an interest in using some space in the future, but not just now.

Reu - A recent field survey was conducted by Cablevision to evaluate their system in our buildings to see if it is adequate for our needs at Stations 1&2. It was determined that it was. Cablevision has scheduled to set up Station 2 on November 29th and Station 1 on December 7th. This installation will enhance our computer and phone operations along with some big cost savings.

Williams - Also a needs analysis has been conducted by Dave, Tom and myself. We are prepared to start phase 1 of our computer upgrade for Station 1. Williams moved to purchase the computer equipment to begin the upgrade of phase 1 at a cost not to exceed \$ 24,750. This equipment will be purchased under State Contract. Seconded by Hiers. Questions? None. Roll call vote of Williams, Hiers, and Nelson were in favor of the motion. Reu recused himself because of his employment with one of the manufactures that will be used here.

Nelson - The Hurst Crash Recovery Software licenses expires at the end of November as per Fire Marshal Pujat. The renewal cost for this license is \$ 870.00. Nelson moved to renew this software. Seconded by Williams.

Questions? None. Roll call vote of Williams, Reu, Hiers, and Nelson was unanimous in favor of the motion.

Nelson - Stated the Fire marshal is requesting to have National Fire Codes subscription service (electronic) version renewed. The yearly cost for this subscription service is \$ 810.00. Nelson moved to renew this subscription. Seconded by Williams. Questions ? None. Roll call vote of Williams, Reu, Hiers, and Nelson was in favor of the motion.

Nelson - Noted at the last quarterly meeting with the Fire Prevention Bureau, the discussion on the cost of the "Blackberry" phones was opened. As employees of the Board, these phones are used constantly in giving out important information daily. The Bureau works with different chat groups advising the other departments of road closings, alarms or sprinklers out of service, apparatus out of or back in service. There is constant communication daily with the Bureau and the Administrator in performing their duties more efficiently and addressing other important duties. The present monthly allowance for Board employees is \$40.00 per month. The Board employees are asking if the allowance could be raised to \$80.00 per month. Nelson moved to increase the monthly phone allowance from \$40.00 p/mo to \$80.00 p/mo. Seconded by Hiers. Questions ? None. Roll call vote of Williams, Reu, Hiers, and Nelson was in unanimous in favor of the motion.

Hiers - The BW GasAlertMax gas monitor off of Engine 37-1-74 was determined not repairable due to obsolete parts. The price quote from Electronic Measurement Labs for a new monitor is \$675.00 plus shipping and insurance. We received a demo monitor of the proposed one we are inquiring about for a 2 week period. The officers will be checking out the detector to see if it will serve their needs satisfactorily. Hiers moved to purchase a new BW GasAlertMax XT gas monitor if the officers find the detector to be what they need. Seconded by Reu. Questions? None. Roll call vote of Williams, Reu, Hiers, and Nelson was in favor of the motion.

Nelson - Fire Marshal Pujat has requested a Fire Coat for himself and the Fire Inspector. The price quote received from SAFE-T was \$1,400.00. Nelson made the motion to purchase 2 coats at the quoted price. Seconded by Williams. Questions ? None. Roll call vote of Williams, Reu, Hiers, and Nelson was unanimous in favor of the motion.

Hiers - It was mentioned at the last Fire Meeting that a picture hanging on the wall in the Recreation Room was defaced. Someone used a ball point pen and marked up the face of a fireman. This will not be tolerated. Anyone having any information should report it to a Board Member or an Officer. Hiers mentioned that Fireman Brian Penta researched on the internet on how to remove the ink. His research paid off. He removed the ink marking from the picture. The Board is especially thankful for the initiative of Fireman Penta.

COMMITTEE REPORTS:

Equipment and Supplies - FD..... Hiers
Equipment and Supplies - Fire Bureau..... Nelson
Equipment and Supplies - FAS..... Palmisano, Reu
OPTICOM..... Reu, AFM Pujat
Hydrants..... AFM Pujat
Maintenance of Apparatus..... Reu, Schenck

-37-1-78 foam level gauge - waiting for parts
-37-1-90 preventive maint. performed
-37-1-72, 37-1-75 annual pump service performed

Station Maintenance:

Station No. 1:..... Williams

The 6 Smoke Detectors - Addressable are on order and should be received soon.

Station No. 2:..... Hiers

The 8 Smoke Detectors - Zone were replaced this past Friday Fire Securities Technologies.

Conventions and Seminars.....Reu

- Maurita and Dave just completed a 2 Day Course on Excel '07 Training

Insurance and Legal Liaison.....Nelson

Liaison to Township of Ocean..... Nelson

Fire District Safety/NFPA/OSHA..... Hiers, Palmisano

Liaison to Fire District No. 2..... Nelson

Liaison to Fire Department..... Williams

Liaison to First Aid Squad..... Palmisano (**Nelson**)

Finger Prints for Maria F. Dallago have been received. There has been no Membership Application filed with the Board as of yet.

Liaison to Fire Marshal..... Nelson

Liaison to Police Department..... Reu

Human Resources..... Reu, Palmisano

-Questions or Comments ? None.

-Adjournment 9:05 PM.

Respectfully Submitted

J.David Hiers
Fire District Administrator

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