

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

WORK SESSION
DECEMBER 6, 2010

CALL TO ORDER:

The Work Session meeting of the Board of Fire Commissioners is called to order at 7:34 pm.

This 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.

ATTENDANCE:

The following Board members were present: James Hiers, Scott Nelson, and Russell Williams. Fire District Administrator J.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. Thomas Reu joined later on in the meeting.

BUSINESS:

Nelson : The 2011 Annual Budget has been submitted to the State on November 23 via Certified Mail.

Williams - The Visual Aid Cabinet in the hallway has been cleaned out in preparation for the new set up for the Computer Terminal Station. Work is needed to be done in this area. An electric sub-panel needs to be installed with multiple outlets, a conduit raceway to the attic, and possibly a small fan. Also Cat 5E wire needs to be run to the computer/printer locations. An approximate cost for this work is \$ 3,000. There was no further discussion. Williams motioned to proceed with the electrical work at a cost not to exceed \$3000. Hiers seconded the motion. Roll call vote of Williams, Hiers and Nelson was unanimous in favor of the motion.

Williams - The main copier lease is about end in March. Dave went to Allister where we leased this copier and got prices for another Black/White copier and a Color copier. Dave recommends to lease the color copier. The lease is for 3 years at \$290.00 per month It is planned to replace the color copier in the Fire Bureau's office. We will no longer need to buy color replacement cartridges. With the new main copier, the only thing we need to supply is the paper. There was no further discussion. Williams motioned to lease the color copier. Seconded by

Hiers. Roll call vote of Williams, Hiers and Nelson was unanimous in favor of the motion.

Williams - To finish the upgrading of our overhead lighting in Station 1, the materials needed were quoted by Good Friend Electric in the amount of \$3,329.30 and another quote by Warshauer Electric for \$ 5440.00. These lights will reduce energy and provide better lighting. No further discussion. Williams motioned to purchase the lighting from Good Friend Electric. Hiers seconded the motion. Roll call vote of Williams, Hiers and Nelson was unanimous in favor of the motion.

Hiers - The Board's meeting with the Officers , Fire Marshal, Fire Inspector, and Mechanic will be on January 20, 2011 at 6 PM. It will be held at The Deal Golf and Country Club. The dress will be golf course casual, no sneakers or jeans. Slacks, a shirt with a collar or a sweater is fine. A choice of menu will follow our one hour Social get together. We will remind everyone at our January Work Session.

Hiers - Mike has requested a GPS system for his vehicle. This will help in identifying exact locations especially off road sites and during bad weather in case of emergencies. The cost for this unit is \$ 274.99. No further discussion. Hiers motioned to purchase the GPS System. Williams seconded the motion. Roll call vote of Williams, Hiers and Nelson was unanimous in favor of the motion.

Nelson - Our next Board meeting is on Dec. 20th. Following the meeting, there will be refreshments. All are welcome. Come and enjoy.

Nelson: There was a discussion in regards to the future changes that are planned for the employees work stations and the Boards work area . Janice's new location will reduce the size of the area we now use for our get together before our meetings. It is felt that we need to be here when we sign checks or need to attend to other matters that may require some research. The upstairs training room can be used for other type of meetings, such as private or quarterly meetings with the officers and the Fire Prevention Bureau. It was decided that as long the Board Members had a decent work area downstairs, the project could proceed. The estimated cost for this project to proceed is approximately \$ 10,000. which includes constructing Janice's office with furniture, and replacing the old furniture in Mike's proposed office. Dave Vitola and Mike will be able to complete the construction which will result in considerable cost savings. There was no further discussion. Nelson Motioned to proceed with the project for the said amount. Seconded by Hiers. Roll call vote of Williams, Hiers and Nelson was unanimous in favor of the motion.

Nelson - A memo was received from the Fire Marshal. The Base Station / Console at Station 1 is not compliant with the mandated FCC narrowing banding. The purchase of this equipment would allow for a smoother F.O.C. operations

The M & W Communications quote under State Contract is \$20,032.89. The Board will take this under consideration and discuss it further.

Nelson - The Board's gift to the Chief and Captain was discussed. Do the same type of soft file bag or see what they would like to have. Dave was told to find out what they would like to have.

Williams - Reminder: FAS Holiday Dinner Party at Tuzzio's on Dec. 13th at 7 PM.

Hiers - A discussion on what we would like to do for Art's retirement took place. A Plaque over the Commissioner's Room door way was decided. Also an informal get together similar to Tim's party at the Renaissance is to be planned. Dave is to start the process.

Nelson - We received a letter naming the Board in a law suit in reference to the Ambulance Accident on 9/13/10. Dave spoke with Insurance Company and they will handle.

Williams - In preparation for the the election in February, a " Display Format" for the Absentee Ballot needs to be published in the newspaper. John Francis, District 2 called Dave and asked if we wanted to go in half with them. John got prices from the AP Press (\$1050.00) and The Coaster (\$245.00). The discussion was to go in with District 2 for half the cost using The Coaster. Williams made the motion and seconded by Hiers. Roll call vote of Williams, Hiers and Nelson was unanimous in favor of the motion.

Hiers - There seems to be some stove issues in the Kitchen developing, such as the pilot light not staying lit and knob problems. The Shark River Yacht Club has a similar stove in excellent condition for sale once their kitchen has been renovated. It would be available to us for \$1500. The Commissioners decided to buy this for the kitchen. Hiers made the motion and seconded by Williams. Roll call vote of Williams, Hiers and Nelson was unanimous in favor of the motion.

Nelson - The YakTrax - Walker, which is a slip-on-traction wear for boots, can be purchased for the cost of \$ 384.00 for 24 pairs (1 case). These will help prevent slips/falls on ice during bad weather. The company does not accept vouchers. They do accept credit cards. Dave will use his credit card for the purchase and be reimbursed by the Board. Nelson move to buy YakTrax Walker and seconded by Hiers. Roll call vote of Williams, Hiers and Nelson was unanimous in favor of the motion.

Nelson - Discussion of travel arrangements to the FDIC in March. A thought of all going together in motor home type of transportation was brought up instead of flying. Dave can get prices and report back at the next meeting. A pole to go by motor home was fine by everyone. During the discussion, Nelson said that he will not be able to attend the Convention in March due to a conflict in scheduling.

Reu will be asked if he could go. If not , it will be opened to a fire company officer.

Williams - Need to have Dave's office re-papered due to the leaking wall. Anyone wanting to help him pick out some nice paper may do so. The samples are here. The cost for supplies and labor will be about \$1,500.00, as long as no other surprises arise, such as what we found already. In the discussion, there were no volunteers in picking out the paper. Williams motion to go forward with the project. Seconded by Hiers. Roll call vote of Williams, Hiers and Nelson was unanimous in favor of the motion.

Hiers - Read the Vouchers, totaling \$2974.02. Hiers motioned to pay them. Seconded by Williams. Roll call vote of Williams, Hiers and Nelson was unanimous in favor of the motion. Also Hiers motioned to transfer \$50,000.00 to the Salary Account. It was seconded by Williams. Roll call vote of Williams, Hiers and Nelson was unanimous in favor of the motion.

Fire Officers? Quiet month. Santa Run this Sunday. Bob Nelson said the parts for the men's room came in. He said he would install them at no charge. The Board Thanked him.

First Aid Officers? They reminded everyone of the Christmas Party on Dec. 13th.

Fire Marshal? There was a malfunction of the Knox Box on 37-1-69. It has been set out for repair. He reported that a FEMA Grant was awarded to Ocean Twp. for Poplar Village and their flooding problems. Greg's radio is in.

Deputy Fire Marshal?

Fire Inspector?

Maintenance/Repair Technician? Reported that Cablevision will be running a new underground to the building for the upgrade. Ambulance 37-1-57 is going to PL Custom tomorrow morning for front alignment. Chief vehicles are going to have maintenance done this week. A new CO Meter has been ordered for 37-1-74. The Foam sensing level indicator has been repaired. The fire extinguishers have been winterized. A pressure switch for the Opticom has been replaced.

Questions or comments? None,

Adjournment: 19:50.

Respectfully Submitted,

J.David Hiers
Fire District Administrator

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