

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

Items for Discussion Prior to the Work Session:

- SCBA FEMA Grant
- AFLAC – Signed up the 125 Plan along with the Flexible Spend Acct.
- POSHA inspection
- Board/Officers meeting on Jan.13 at Deal.
- lamresponding renewal contract for the First Aid.

WORK SESSION  
December 5, 2011

## **CALL TO ORDER:**

The Work Session meeting of the Board of Fire Commissioners was called to order at 7:33 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 March 2, 2011, and advertised in The Coaster and in the Atlanticville on March 10, 2011.

## **ATTENDANCE:**

The following Board members were present: James Hiers, and Scott Nelson, and Russell Williams. Commissioner Reu home with wife who just came home from hospital and Commissioner Palmisano home recuperating from a fall. Fire District Administrator David Hiers, 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.

## **BUSINESS:**

**Nelson** – Stated at our workshop on November 7th, an issue was brought up by officer Schenck in reference as to the Board's awareness of different issues of his concern within its operations. Officer Schenck stated that at a future meeting he would be presenting facts referring to his concerns that he feels occur within the operation of the Board, which might not be right. The Board would like to find out what those concerns are referenced to so the Board can address them for officer Schenck and all other concerned parties. President Nelson posed the question to officer Schenck if Schenck had anything he wished to bring up in reference to his allegations. Schenck said not at this time.

**Nelson** – To establish the paid part time paid positions of the Emergency Medical Service officer within Fire District No. 1 Ocean Township and also paid part-time firefighters if needed in the future, we need to have the first reading and passage of the following Resolution. President **Nelson** read the Resolution in its entirety, which was prepared by our attorney, Mr. J. Youssouf. **Nelson** offered the Resolution as the first reading. It was seconded by **Hiers**. There were no questions. Roll call vote of **Williams, Hiers** and **Nelson** was unanimous in favor of the Resolution. The Resolution is attached and certified by the Fire District Administrator. The public notice of this Resolution will be published in the Coaster stating that the 2<sup>nd</sup> reading of the Resolution will be on December 19<sup>th</sup>, 2011 and then voted upon.

**Williams** – The FDA has supplied the Fire and First Aid Departments with an older driver's list with the names, birth dates, & driver license #'s. Our insurance carrier is requesting an updated list from the Board. The fire department returned their list at this meeting and the first aid said their list would follow shortly. The FDA will then update the entire list to return to the insurance company. Your attention to this request was appreciated.

**Hiers** – Looks like the problems with the new phone system have been corrected and everything should be working properly. To proceed further with this project, that is extending the new phones to the other side of the building, we need to purchase 11 more phones and one 8 Port Digital Station Card, which we received a price quote for \$1,660. **Hiers** offered the Resolution to purchase the additional phone equipment from Viper Equipment for the amount not to exceed \$1,660. Seconded by **Williams**. There were no questions. Roll call vote of **Williams, Hiers** and **Nelson** was unanimous in favor of the Resolution. **Hiers** also moved to approve the installation fee of \$800 by Mark Jukubiak, which includes the installation of the phones and the programming. That was seconded by **Williams** also. Again no questions were asked. Roll call vote of **Williams, Hiers** and **Nelson** was unanimous in favor of the Resolution.

**Nelson** – The POSHA Inspection went well. President **Nelson** thanked everyone who was involved in the process for doing a good job in getting us through this critical State Inspection. The FDA was asked to give an update on the different events that took place. The FDA said the State Inspector went over all of our records in detail. Ex-Chief Flannigan assisted the FDA in covering the all of the questions the inspector had pertaining with the records. Flannigan did an excellent job in answering all the questions the Inspector brought up and was satisfied when finished. Ex-Chief Fiorentino spent a lot of time with the Inspector in reviewing all of the firemen's gear, changing what to be changed to comply. Also Fiorentino accompanied the Inspector in doing the inspections of Station 1 & 2. There were minor violations in both buildings. The inspector will return in 30 days to see if the corrections were made. The Inspector was assured that everything would be corrected. Overall, in my opinion, we did very well with the State Inspection. The fire officers should be commended for their keeping their records up to date, along with Flannigan and Fiorentino's professionalism in working with the inspector.

**Nelson** – Save the date. The Board is planning to have the annual meeting with the officers of the Fire Department and the First Aid on January 13, 2012 at Deal Golf & CC. We will start at 6 PM with dinner at 7 PM. Dress will be sports casual – a collar-shirt, & slacks for men. No jeans or sneakers.

**Hiers** – The annual contract for iamresponding for the First Aid Department is due to expire on January 17, 2012. It appears that this communication is working well for the First Aid Department. A 3 year renewal would cost the Board \$2,066 if paid up front. Unless the First Aid has reason not to renew this contract, **Hiers** offered the Resolution to renew the contract for 3 years at the cost of \$2,066. Seconded by **Williams**. There were no questions. The First Aid was pleased to have the contract renewed. Roll call vote of **Williams, Hiers** and **Nelson** was unanimous in favor of the Resolution.

**Williams** – The State is mandating that a 125 Cafeteria Plan be in place by January 1, 2011. This plan deals with employees in the State pension plan. Williams said the Board needs to adopt this plan by Resolution so it is officially accepted by District #1. We are having this plan set up by AFLAC free of charge to us. Our accountant agreed that AFLAC is the way to go. This plan is a Flexible Spending Account: Section 105 is for unreimbursed medical expenses and Section 129 is for dependent childcare. **Williams** moved to adopt this plan for District #1 as per State Guidelines, with AFLAC setting up and managing the Cafeteria Plan. Seconded by **Hiers**. There were no questions. Roll call vote of **Williams, Hiers** and **Nelson** were unanimous in favor of the Resolution.

### **EXPENSES:**

**HIERS** - The Bills this evening were reviewed by the Commissioners prior to the meeting and found to be OK. Copies of the bill list were on the table for anyone to review. **Hiers** offered the Resolution to pay the Bills totaling \$28,262.01. Seconded by **Williams**. No questions on any of the bills. Roll call vote of **Williams, Hiers** and **Nelson** was unanimous in favor of the Resolution. **Hiers** also offered the Resolution to transfer funds from the Operating Account to the Payroll Account in the amount of \$30,000. Seconded by **Williams**. No questions. Roll call vote of **Williams, Hiers** and **Nelson** were unanimous in favor of the Resolution.

Fire Officers – Chief Skinner had no report. He said the back reports will be forth coming. He thanked the Commissioners for there support for this past year. Captain Nelson thanked the Board for all the quipment that was reeently ordered. Nelso also said that the stand-by for the Med-A-Vac landing/drill went well. 2<sup>nd</sup> Lt. Schenck that the firew department is planning to have another drill over Fort Monmouth next week. More info will be coming. He asked for the insurance coverage to be extended at least till June.

First Aid Officers – Captain Degurski reported the drill last Friday at the high school where the ambulance was displayed for the students went well. She reminded everyone of the First Aid annual Christmas meeting/dinner will be at Tuzzio’s on the 12<sup>th</sup>. First Lt. Dougherty said that the new air splints that the squad purchased were put to use on a 12 year old and worked out nicely.

Fire Marshal – reported that the new phone system is going to be extended over to the officer’s side of the building. They will have voice mail capabilities set up for their convenience. He also stated at next Thursday’s OEM meeting, therewill be a combine discussion with District’s 1 & 2, TOSA, and the Township maintenance workers in

reference to confine space.

Fire Inspector – nothing to report.

District Mechanic Fiorentino that the Humat Valve parts have been ordered as was the monitor that the fire department requested. Mike said that the No-Smoke filter might be the cause for the odor in 1-58. Another filter has been order hopefully to correct the problem. Nolze will be here soon to replace the other 3 garage door openers at station 1.

Commissioners – President Nelson announced after our next meeting, December 19<sup>th</sup>, there will be light refreshments to follow. He said everyone is welcomed along with their spouse.

There were no questions or comments brought before the Board. Meeting adjourned at 8:01 pm.

Respectfully Submitted,

J. David Hiers

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