

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

MINUTES OF
April 25, 2011

CALL TO ORDER:

The regular meeting of the Board of Fire Commissioners was called to order by President Nelson at 8:04 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 March 2, 2011, and advertised in The Coaster and in the Atlanticville on March 10, 2011.

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

ATTENDANCE:

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

MINUTES:

The minutes of the March 28, 2011 meeting were read. Questions or comments? There was 1 correction. Page 2, Scott Ritter completed his basic training with the Oakhurst Fire Department and is now attending the Middletown Fire Academy. It was incorrectly stated that he completed Middletown Fire Academy. The minutes were then unanimously accepted with change.

CORRESPONDENCE:

The following items of correspondence were read for information:

Incoming from: Memo from Chief Skinner introducing three new members into the Fire Department. A notice from the Board of Adjustment from the town informing us of a hearing regarding an addition to the Hillel School on Deal Road. A letter from the FCC reminding us of the frequency change with our radios starting January 2013. We received an OPRA request from Construction Journal requesting the Bid results for our Engine Floor Replacement.

EXPENSES:

The Bills this evening were reviewed by the Commissioners prior to the meeting and found to be OK. Copies of the bills were on the table for anyone to review. A Resolution to pay the Bills totaling \$ 99,977.75 was presented by Commissioner

Reu. It was seconded by Hiers. There were no questions. Roll call vote of Reu, Hiers and Nelson was unanimous in favor of the Resolution

DISTRICT NO. 1 ORGANIZATIONS' REPORTS:

Chief D. Skinner reported 52 activities for the month. Average response time was 7 minutes 7 seconds. Average firefighters per call were 10, for a total of 449 members responding, experiencing 212 man-hours. Mutual aid was given 1 time and received 0 times.

2nd Assistant Chief J. Morrow reported that John Kruse has moved up to driver on 37-1-78 and Doug Schenck has moved up to driver on 37-1-74. The Driver Training Request Form for both gentlemen was submitted to be filed.

Captain Nelson stated that there would be a fit test this Wednesday at 7 pm. They will be checking out the gear and handing out gloves they have.

FAS Captain D. Willms reported 124 total activities for the month, which included 84 Emergency calls. Average response time was 6.95 minutes. A total of 454 Emergency Call Man Hours were experienced. Mutual aid received 8 times and given was 13 times. Captain Willms stated that this Thursday they are teaming up with Police department to do program at the Hillel School call "Scared Awakening". The Cadet First Aid Meeting held on 4/20/11 was successful.

2nd Lieut. Dougherty said on June 5th, there would be a Lunch and Learn Program with County Radio Dispatching group to go over County Dispatching.

Sgt. Beringer stated that first aid training course that was given to Troop 70 was well received. Another Troop is planning the same training.

Fire Marshal Pujat reported 150 Inspections, including 10 State Registered Establishments, revealing 86 Violations, and 2 Investigations were conducted during the month. Fees collected for the month totaled \$ 2,190.00. He thanked everyone for their pouring out of support upon the loss of his Father. He and his family were most appreciative. He stated that tomorrow he and the FDA will be meeting with a FEMA representative to go over District #1 losses during the snowstorm December 26th through December 28th, 2010. He gave a recap of future events coming up. He will reminds us the dates get closer.

Maintenance/Repair Technician Fiorentino reported that we passed the State Inspection of our Elevator. Both Station generators were serviced. The 11 SCBA bottles that needed to be hydro tested in April were. UL Testing will be testing ladders on 5/6&7/11. The CO meter was calibrated and is required to be done yearly. Hose testing is coming up in May. Engines will be moved around during this procedure. He said he would keep everyone informed. He asked that all understand and be patience during this process.

Old Business:

Nelson - gave a recap of the special meeting that was held to review the FDIC Convention. There were a lot of positive comments by those who attended the Conference. The H.O.T. Classes were especially interesting and informative with the hands on involvement. The conference sessions were also informative. Four of the six attended the spec writing session and got a lot out of it, especially since we will be looking into a new apparatus soon.

Hiers – thanked the Fire Department and First Aid Squad for their dinner invitations. Both were excellent.

NEW BUSINESS:

Nelson – stated that our prayers and condolences go out to the Pujat Family for the loss of Chris' Father, Gerald Pujat.

Nelson – We received and read Bids for the Engine Room Floor. This was done on Tues, the 19th of April. Those present at the meeting were Nelson, Jim Hiers, our Attorney Joseph Youssouf, John Buletza from Nelson Engineering, and the District Administrator. The professionals are reviewing everything and hopefully we can award the Contract at our Work Session on May 2nd.

Hiers - A somewhat surprise audit by the Equal Employment Opportunity Compliance Officer from the Dept. of the Treasury, State of NJ was done on Thursday, April 14, 2011. We were found to be compliant with our records.

Reu – said Truck 37-1-90 is going to have the Steering Box replaced with a rebuilt one. It will be out of service for a while. The officers will be notified when this is going to occur in advance. We have the option of keeping the old Steering Box or return it for the core price reduction of approximately \$350. If we keep the old box we can have it rebuilt at a later date for a spare part. This piece of equipment can no longer be purchased due to the age of the vehicle. He offered the following resolution to keep the old Steering Box and have it rebuilt if existing funds this year permit or put into the maintenance budget next year. The approximate cost to have it rebuilt is about \$2,000. Seconded Hiers. Questions? None. Roll call vote of Reu, Hiers, and Nelson were unanimous in favor of the resolution.

Nelson – Announce the starting of the Truck Committee. We have received a proposal from Bill Peters to handle the spec writing and follow through on the purchase. We will review his proposal and look to proceed in going further by our next regular meeting. He wants to start off by meeting with the Truck Committee. We also will be contacting our Attorney regarding this proposal. The Board feels having a spec writer would be in the best interest of the Department, since this is

our first Quint. Pending everything is ok; Nelson offered a resolution to accept Mr. Perters' proposal. The cost for the spec writing, meetings, draft and preparation of the final specifications is \$2,800. We also want to consider other parts of the proposal, such as the Bid Evaluations and Factory Inspection Trips. The resolution was seconded by Reu. There were no questions. Roll call vote of Reu, Hiers, and Nelson were unanimous in favor of the resolution. President Nelson asked Chief Skinner to appoint a committee on his end. Skinner was also asked to get back to the FDA with 3 dates for American LaFrance to bring an apparatus up for our inspection.

Hiers – The Board is looking to work with the Fire Department's 100th Year Anniversary Committee. We have been working with the committee already and like some of the ideas. In the fall, we would like to meet with different Landscape Architects to get ideas and prices and maybe give Station #1 a new face-lift to coincide with some of the proposed plans. A suggestion was offered to check with Monmouth University to see if there is a Landscape Curriculum Class that would like to undertake this project.

Nelson – Requested the status of the "I AM Responding" monitor from the First Aid. The Board hasn't heard anything in reference to this. He wants to know if they're any problems or issues that the Board needs to know? Captain Willms said they are trying to get touch with their Treasurer. He said the monitor should be purchased by the work session and installed shortly thereafter.

Reu – stated that research has been done in seeing how we can best protect and house our equipment outside while the Bay Floor Project is taking place. It appears that we need an 8'x40' box trailer to store equipment that needs to be taken out of the bay area. He offered a resolution to rent a trailer from Sterns for the cost of \$ 100 per month. It is expected to be rented for about 5 -6 months. Seconded by Hiers. Questions? None. Roll call vote of Reu, Hiers, and Nelson were unanimous in favor of the resolution. Also the Board looked into either renting a tent or buying one. Shore Awning's Mike McCellan has been very helpful in getting us information. The purchase of a tent is a lot cheaper than renting one. After we are through with the tent we can then look to sell it. Reu offered the resolution to purchase a 40'x60' tent for \$13,577.94 from Amusement Canvas Outfitters. The tent will be installed by Shore Awning free of charge. This resolution becomes effective only if we go forward with the Bay Floor Project. Seconded by Hiers. Questions? None. Roll call vote of Reu, Hiers, and Nelson were unanimous in favor of the resolution.

Nelson – Asked questions on the status of some new First Aid membership applicants? The first one is **Joe Gleason**. Dr. Wortzel needs additional medical documentation. The second one is **Hasnan Ijaz**. Nelson said we have clearance on his fingerprints but never received the part one application form. The third one

is **Ana Aiana**. We have the part one application and that is all. Waiting for fingerprints report. The fourth one is **Hamed Alavitabrizi**. We have the part one application and that is all. Also waiting for his fingerprints. Second Lieutenant Dougherty said she would follow up with the applicants.

COMMITTEE REPORTS:

Equipment and Supplies - FD..... J.Hiers

Equipment and Supplies - Fire Bureau..... Nelson

The Fire Gear requested has been ordered.

Equipment and Supplies - FAS..... Palmisano, Reu

OPTICOM..... FM Pujat

Hydrants..... FM Pujat

Maintenance of Apparatus..... Fiorentino

Engine 37-1-78 to PL Custom to repair leak in foam line.

Truck 37-1-90 to have steering box replaced with rebuilt one.

Engine 37-1-72 is temporarily out of service to replace wheel hub.

Station Maintenance:

Station No. 1:..... Williams

We have been working on getting everything ready for our IT consultant so he can connect and get the new system up and running. We should be ready for him by the weekend.

Station No. 2:..... J.Hiers

Conventions and Seminars..... Palmisano

Insurance and Legal Liaison..... Nelson

Liaison to Township of Ocean..... Nelson

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

Liaison to Fire District No. 2..... Nelson, D.Hiers

Liaison to Fire Department..... D.Hiers

Liaison to First Aid Squad..... D.Hiers

Liaison to Fire Marshal..... D.Hiers

Liaison to Police Department..... D.Hiers

Human Resources..... Reu, Palmisano

-Questions or Comments?

Hiers – As per an incoming memo from the chief, the Board welcomes the three new members into our Fire Department family. They are Jeffery Daley, Henry Fuller, and Dylan Frampton. Great to see new faces. Lots of luck to them. Also a thank you from the Board to the Membership Committee for their work in finalizing the arrangements.

Nelson – said immediately following the meeting, the Board would like to meet with Fire Department Officers for 5-10 minutes in the training room upstairs. Following that meeting, the First Aid requests to meet with the Board for about ½ hour.

Nelson – stated after our Work Session Meeting on May 2nd we will have our quarterly meeting with the First Aid. We asked the First Aid to swap again because our Fire Marshal will be away attending a convention. He thanked Doug for the change.

Hiers – motioned to accept John Kruse as a driver on Engine 37-1-78 and Doug Schenck on Engine 37-1-74.

Reu – commented that a computer switch failed upstairs. That affected the Rip & Run and the I Am Responding programs. He replaced the switch and everything is back in working order.

-Adjournment was at 2047.

Respectfully Submitted,

J. David Hiers
Fire District Administrator

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