

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

MINUTES OF
MAY 23, 2011

CALL TO ORDER:

President Nelson called the regular meeting of the Board of Fire Commissioners to order at 8:00 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, Scott Nelson, Russell Williams and Anthony Palmisano. Fire District Administrator J. 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.

MINUTES:

The minutes of the April 25, 2011 meeting were read. Questions or comments? There was none. The minutes were then unanimously accepted as read.

CORRESPONDENCE:

The following items of correspondence were read for information:

Outgoing to: Township of Ocean – "Grease Discharge Abatement" stating we have no grease traps.

Incoming from: Thank note from the Pujat Family. A letter from the State, stating we were found to be compliant after our recent audit by the Affirmative Action Investigator.

EXPENSES:

The Bills this evening were reviewed by the Commissioners prior to the meeting and found to be OK. A copy of the bill list was on the table for anyone to review. A Resolution to pay the Bills totaling \$ 69,096.92 was presented by Commissioner Reu. It was seconded by Williams. There were no questions. Roll call vote of Williams, Palmisano, Reu, and Nelson was unanimous in favor of the Resolution. Nelson did abstain from his physical fitness bill.

Reu also offered a Resolution to transfer \$ 70,000.00 from Valley National to Investors Savings Banks Business Checking Account and transfer \$33,000.00

from Investors Savings Bank's Money Market Account to Wells Fargo Payroll Account. Seconded by Palmisano. Questions? None. Roll call vote of Williams, Palmisano, Reu, and Nelson was unanimous in favor of the Resolution.

DISTRICT NO. 1 ORGANIZATIONS' REPORTS:

Chief D. Skinner reported 50 activities for the month. Average response time was 6 minutes 20 seconds. Average firefighters per call were 11, for a total of 489 members responding, experiencing 223 man-hours. Mutual aid given 1 time and received 1 time. The Chief announced the passing of Pauline Maunter, the wife of the late Ex-Chief Ira Maunter.

Assistant Chief E. Alexander – No report.

FD LT. D. Schenck thanked the Board for the Fire gear that was ordered and received. One set of the gear was small for the fireman and needs to be changed. Clean up for the apparatus for the Memorial Day Parade will be this Wednesday and Saturday.

FAS Captain D. Willms reported 128 total activities for the month, which included 91 Emergency calls. Average response time was 6.62 minutes. A total of 386 Emergency Call Man Hours were experienced. Mutual aid received 2 times and given was 9 times. Willms stated the "Scared Awakening" program presented jointly with the Police Dept. was well received. The Squad is working diligently in getting their "I Am Responding" in service. Approximate completion is expected.

Lt. Dougherty and Sgt. Beringer - both agreed the "Active Shooter's Drill" was well done and everyone learned a lot of precautionary measures to ensure safety for everyone. The First Responder Vehicle Program is progressing nicely. The Squad is waiting for additional needed stock items that are on order. They are also working on scheduling personnel.

Fire Marshal Pujat reported 145 inspections, including 8 State Registered Establishments, revealing 155 Violations, 0 Investigations were conducted during the month. Fees collected for the month totaled \$ 2,714.00. He reported that all OEM annexes have been reviewed and his comments have been sent to Mr. Caruso. He mentioned that construction is under way at Magen David Temple. For an emergency, we might have to gain access by way of Harvard Court. He brought up that no candy should be thrown from any moving vehicle for the safety of the children during the Memorial Day Parade.

Maintenance/Repair Technician Fiorentino reported that UL tested the ground ladders. One 28' ladder did not pass. Everything else was fine. Truck 37-1-90 was tested by UL and everything passed there also. There is an open question on the rotation speed of the turret being a little slow. It does meet the manufactures requirements back when it was built. The Stryker Cot with the bad hose line has been replaced. The rest of the cots are to be serviced June 7th. Fire Security Systems did the annual alarm testing at both Stations. Fire and Safety Systems completed the annual inspections of our fire sprinklers at both locations

also. Fail Safe Testing did the hose testing of 17,000' of hose. The State inspected the Boilers at both Stations and the Elevator was also inspected and passed.

OLD BUSINESS:

NELSON – At our last meeting, we approved a resolution for the purchase of a tent from “Amusement Canvas Outfitters”. In further review of the quote, it was noted that there were materials not included in the quote that are needed. Nelson moved to void the Resolution from the April 25th meeting regarding the tent purchase. Seconded by Reu. Questions? None. Roll call vote of Williams, Palmisano, Reu and Nelson was unanimous in favor of the motion.

Nelson stated that we have received 3 new price quotes from 3 vendors which includes all the necessary equipment:

Amusement Canvass Outfitters	- \$ 16,307.33 Install extra
L & A Tent Rentals	- \$ 16,500.00 Install extra
Shore Awning Co. Inc	- \$ 14,077.94 Install&Removal Included

Nelson offer the following Resolution for the purchase of the tent and all equipment needed from Shore Awning Co., Inc for the Price of \$ 14,077.94. Seconded by Reu. Questions? None. Roll call vote of Williams, Palmisano, Reu and Nelson was unanimous in favor of the Resolution.

NEW BUSINESS:

Palmisano – FEMA met with the FDA and the FM to go over what criteria needed to qualify for Federal Assistance due to the severity of the Snow Storm between December 26th thru the 28th. A great deal of work went into assembling the necessary data to see if we qualified. A final meeting with the FEMA representative and FDA was held on the 6th of May. It is estimated that we will be receiving \$8,751.90. This report goes for final review and approval. If approved we should be receiving a check in about 4 – 6 Months. This certainly helps to offset our expenses.

Reu – Our Auditor just completed a 6-day visit with us, going over everything in fine detail. There will be recommendations for the Board to consider for the future. A final exit review will be held in the near future. It would be advisable for a Commissioner(s) to attend that review along with the FDA. Also the FDA is researching an Accounting Software package that would include our Accounting, Payroll, Asset Management, and Inventory.

Williams - A Pre-Construction Meeting with MIXALIA, the company awarded the Bay Floor Replacement Project along with the Nelson Engineering Group, our Site Manager and with 2 Board Members, Mike and Dave will be this Thursday,

the 26th at 10 AM. This meeting will set the plan on how to best proceed with the Project with least amount of confusion.

Palmisano – The Fire Marshal has requested by his memo, to have GoldStar Consulting, who specializes with F.C.C. applications and frequency coordination. They will provide radio consulting, creation and submission of the required forms to the F.C.C. for the purposes of adding narrow band emissions for the Township licenses KNIQ393 and KNIC231 on all frequencies. The fee for this total service is \$500. Minimum down payment is \$ 165 with the balance due upon completion. Palmisano offered the Resolution to proceed with GoldStar Consulting for this service and pay as required. Seconded by Williams. Questions? None. Roll call vote of Williams, Palmisano, Reu and Nelson was unanimous in favor of the Resolution.

COMMITTEE REPORTS:

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

All the Gear that was ordered has arrived and was given to Asst. Chief Morrow. It included the gloves, the nomex hoods, boots, helmets, coats and pants. The Accountability Tags for 3 of our new members. Frampton, Daley and Fuller have been ordered.

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

The FM requested Special Tags for the Knox Box to be in the Vehicles to keep better control of the keys. They have been ordered.

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

OPTICOM..... FM Pujat

Hydrants..... FM Pujat

Maintenance of Apparatus.....Fiorentino

Station Maintenance:

Station No. 1:..... Williams

The carpets are going to be cleaned on June 5th?

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

Conventions and Seminars.....Palmisano

Everyone asking to go to the Baltimore Expo will be registered tomorrow.

Insurance and Legal Liaison.....Nelson

Liaison to Township of Ocean..... Nelson

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

Dave & Mike will be attending an OSHA Seminar-6\30.

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?

- 2nd Lt. Dougherty reported a problem with the sink in the Ladies Room. The FDA noted to have it checked out.
- 2nd Lt. Schenck reported the new gear he just received did fit properly

-Adjournment at 2048

ITEMS THAT WERE DISCUSSED PRIOR TO THE MEETING:

- F.C.C. license modifications letter from FM.
- 37-1-85 anything planed to rearrange the rear box area of the truck?
- SCBA mask – eye prescription lens?
- Dave and Mike will be attending a 1-day class - OSHA Compliance 2011 Seminar on June 30th.
- FDA met with Twp Mngr. – outside elec. for the tent; truck storage; street signage; twp. empl. Parking.

Respectfully submitted,

J. David Hiers
Fire District Administrator

MINMAY11