

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

**WORK SESSION  
September 6, 2011**

Items for discussion prior to the Work Session:

- Insurance claim for damaged portable equipment
- Floor update & tent
- Pierce Demo date
- Filling air cylinders at Allenhurst FD – John Hansen
- Hurricane Irene
- NJNG line
- Roof at Station 2 leaking
- Review Auditor's Report
- Intake Valves – Mike
- New phone System
- Grantmasters

## **WORK SESSION MEETING**

### **CALL TO ORDER:**

The Work Session meeting of the Board of Fire Commissioners was called to order at 7:30 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, Scott Nelson, and Russell Williams. 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.

### **BUSINESS:**

**Nelson** – Flooding, Earthquake, now a Hurricane. What's next? Again, everyone did an excellent job fighting the elements. The entire operation ran smoothly. The coordination with all of the Township's departments clicked nicely. The FOC handled our District needs very professionally. Everyone's cooperation helped us get through the tough times with little confusion. On behalf of the Board, I thank you all. District 1 lived up to its commitment to the residents of our community that is in the time of need, our volunteers are there to help.

**Nelson** – The 2010 Audit Report has been received from our Auditor. Everything is in order. We need to take care of some business. We need to pass 2 Resolutions, one for the completion of the Audit and one for a Corrective Action Plan. The FDA will read the Resolutions and we will act on them (Dave read). **Nelson** offered to accept the Audit Resolution. Hiers seconded it. There were no questions on the Resolution. Roll call vote of Williams, Hiers and Nelson was unanimous in favor of the Resolution. The FDA read the Corrective Action Resolution. **Nelson** offered to accept the Corrective Active Resolution. Seconded by **Hiers**. There were no questions on the Corrective Action Plan? Roll call vote of Williams, Hiers and Nelson was unanimous in favor of the Resolution.

**Nelson** – We received at our last meeting a proposal from the Accounting firm of Koerner, Koerner, Galati & Oriel to assist us as needed for updating our accounting to Quick Books, setting up the "125 Cafeteria Plan" for the Health Care premiums for the employees, assisting with the 2011 Audit & 2012 Budget where needed. The fee will be based upon the need of the firm on an hourly bases. The initial fee will be higher due to the preparation of the new system. After it is set up, the firm's cost will be less because they will not be needed as much. **Nelson** offered the Resolution for the Board to hire Koerner, Koerner, Galati & Oriel as the Board's Accountant. The Director's fee is \$155.00 p/hr.; the Accountant's fee is \$100.00 p/hr.; and the Clerical fee is \$50.00 p/hr. Hiers seconded it. There were no questions. Roll call vote of Williams, Hiers and Nelson was unanimous in favor of the Resolution. A Resolution will be prepared for the next meeting to formalize our agreement.

**Williams** – The Board thanks all of those who assisted in taking the tent down. If we didn't, Irene would have with a lot of damage. To put it back up is another task. Shore awning said they will put it back up for \$400.00 if we provided the needed manpower. The Board wants to thank those who helped to put the roof of the tent back up Saturday. **Williams** offered the resolution to pay \$400 to Shore Awning for re-installing the tent with our help. Seconded by **Hiers**. There were no questions. Roll call vote of Williams, Hiers and Nelson was unanimous in favor of the Resolution.

**Hiers** – A quick update on the engine room floor. All the concrete work is done. Arrangements have been made to meet with the company doing the floor coating. The fabricated boiler platforms are to be done this week so the work on

installing the boilers will begin. NJ Natural Gas plans on installing the new gas main to the building in the beginning of October. Everything seems to be moving along. I know we are all looking to get the house back in order. It should be very nice when completed. Thanks for your patience.

**Hiers** - In preparing for the near future, it is recommended that we upgrade our 5" intake valves in 37-1-74 & 37-1-78 from the old style Piston Intake Valve which is always in water to the new style Ball Valve which is dry. Our primary source for water flow will function much better and with less maintenance with the Ball Valve. We have three quotes 1) Absolute Fire Protection for \$1,340.00 each, 2) NJ Fire Equipment Co. for \$1,352.95 each, 3) Tasc Fire Apparatus for \$2,070.00 each. **Hiers** offered the following Resolution to purchase 2 of these Ball Valves from Absolute Fire Protection for the cost of \$2,680.00. Williams seconded it. No questions. Roll call vote of Williams, Hiers and Nelson was unanimous in favor of the Resolution.

**Williams** – We just heard this afternoon that Pierce can have their 75' Quint here for a demo on 9/20 at 7 pm at Station 2. I am sure the committee will be hearing from Earl, the chairman of the committee.

**Nelson** – The Grant which we are applying for through FEMA for the AFG (Assistance to Firefighters Grants) has been completed. The Board reviewed the rough draft of the narrative and everything looked good. We are applying for the replacement of 36 complete SCBA packs with 36 spare bottles. If we are awarded this grant, it will be very beneficial to our department and save taxpayer's dollars. We should hear sometime after the first of the year as to how we fared. Thanks to Chris and Earl in helping the FDA in compiling the needed information.

#### **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 \$ 25,413.49. Williams seconded it. There were no questions on any 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 \$ \$28,000. Williams seconded it. There were no questions. Roll call vote of Williams, Hiers and Nelson was unanimous in favor of the Resolution.

Fire Officers – **Chief Skinner** had no report. **Assistant Chief Alexander** thanked everyone for their help during some tough times, the flood storm then the hurricane. **Seconded Assistant Chief Morrow** echoed Chief Alexander's comments. He also wanted to thank Wanamassa for the use of their boats to

safely get people to safety and shelter. **Second Lieut. Schenck** said that Tinton Falls will be having a 911 Memorial Service this Saturday at their firehouse.

First Aid Officers - **Captain Degurski** turned in the 2012 budget request to the Board. She stated that the First Aid Squad would participate in the fall fest this year. Matt Halsey has finished his ambulance driver's training and is now a driver. **Second Lieut. Beringer** thanked all who were involved with the storm/flood emergencies along with dealing with the Hurricane Irene.

**Fire Marshal Pujat** thanked the FD & EMS for their assistance during the recent flood & hurricane. He said there would be a Fire Prevention detail this Sunday at the Hollywood Golf & CC. On Sept.9, 7pm, there will be a meeting with the Police Dept. to review the recent hurricane. **Fire Inspector** had no report.

**Maintenance/Repair Technician Fiorentino** reported that he ordered the 28'ft extension ladder for 37-1-90. The old ladder failed the UL Test. It is a special order. His AED – defib has been received for his truck. The upgrade software for the FM AED has been taken care of. Mike stated that we receive the SCBA bottles back that we lent to Wayside FD.

**Questions or comments?** The FA Captain reported earlier that Matt Halsey has completed his First Aid Driving Training and now is a driver on the Ambulances. To formalize this action, **Hiers** motioned to accept Matt as an ambulance driver. **Williams** seconded it. There were no questions. Roll call vote of Williams, Hiers and Nelson was unanimous in favor of the Resolution.

**Adjournment** at 1956 pm.

Respectfully submitted

J. David Hiers  
Fire District Administrator

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