

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

MINUTES OF
December 17, 2012

CALL TO ORDER:

The regular meeting of the Board of Fire Commissioners was called to order by President Nelson 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 hand delivered to the Clerk of the Township of Ocean and posted at the Oakhurst Firehouse on March 2, 2012, and advertised in The Coaster and in the Atlanticville on March 8, 2012.

After a salute to the flag, a moment of silence was observed for our departed members, our troop's overseas and special prayers for the families and loved ones who lost their children in Newtown, Conn.

ATTENDANCE:

The following Board members were present: Thomas Reu, Russ Williams, Jim Hiers, Scott Nelson and Stu Newman. Fire District Administrator J. David Hiers, Fire Marshal Chris Pujat, Fire Inspector Craig Flannigan, District Mechanic Michael Fiorentino and the Fire Department and First Aid Squad Officers were also present.

MINUTES:

Minutes of Previous Meeting were placed on the table for everyone's review, comments or corrections. There were no questions pertaining to the November 26, 2012 minutes. Nelson moved for them to be accepted as written. It was second by Williams. No questions to the motion. Roll call vote of Newman, Reu, Hiers, Williams and Nelson was unanimous in favor of the motion.

CORRESPONDENCE:

The following items of correspondence were read for information:

Outgoing to: None

Incoming from: None

EXPENSES:

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. A Resolution to pay the Bills totaling \$57,793.14 was presented by

Commissioner Reu. It was seconded Hiers. There was a question on the Lees Emergency Equipment bill. The bill was for engine 37-1-75 repair only. Roll call vote of Newman, Reu, Hiers, Williams and Nelson was unanimous in favor of the motion.

DISTRICT NO. 1 ORGANIZATION's REPORTS:

CHIEF E. Alexander – was not present

1st Assistant Chief John Morrow reported 151 activities for the month. Average response time was 5 minutes 58 seconds. Average firefighters per call were 7, for a total of 1,108 members responding, experiencing 4,350 total man-hours. Mutual aid was given 3 times and received 0 times. Morrow complimented the truck committee for all their hard work. He is satisfied with the committee's progress. He reported Breakfast with Santa went well as did the Santa Run. He complimented the 100th Anniversary for their hard word also. The banner displayed at the meeting table came out real good and looks nice. He reminded everyone that the FD Christmas meeting this Wednesday begins at 6:30 pm.

2nd Assistant Chief Bob Nelson – said there will be a New Year's Day clean-up on Wednesday, Dec. 26.

Captain C. Sorrentino – wished everyone and good holiday season.

1st Lt. J. Kruse – also wished everyone a Merry Christmas and a happy New Year.

2nd Lt. M. Guarda - echoed the same for the holiday season.

FAS Captain L. Degurski reported 62 total activities for the month, which included 24 Emergency calls. Average response time was 7 minutes. A total of 230 Emergency Call Man Hours were experienced. Mutual aid received 7 times and given was 1time. She thanked the Board for her last 17 months of support given by them. She also wished everyone a joyous holiday and a happy New Year.

1st Lt. K. Dougherty – reported that she attended the After Action Hurricane Meeting held at town hall. She mentioned that JSUMC is improving the way the first aid's equipment is being held at the hospital. It should make it easier to retrieve the equipment in the future.

2nd Lt. A. Beringer – stated that he is looking forward to next year in serving the community. He also wished everybody a great holiday.

Sergeant J. Brown was not present.

FIRE MARSHAL C. Pujat reported 168 inspections, including 48 State Registered Establishments, revealing 117 violations, and 1 investigation was

conducted during the month. Fees collected for the month totaled \$3,625. FM reported the radio upgrades are in progress. An important point he stressed that when going to mutual aid that were affected by Hurricane Sandy, sound the floors before going into a building. He also discussed the incorrect use of fireplace inserts by burning wood inside them could have caused damaged to them. The Panasonic tablets are to be demoed after the first of the year. He gave a brief overview of the action meeting with OEM. Overall the meeting went well.

DISTRICT MECHANIC Fiorentino said the SCBA air quality testing was done and passed the test. All water extinguisher cans have been winterized. All the Hurst tools have been serviced. The fit test is in progress and should be completed at the FD meeting night. Engine 75 has been repaired and looks good. Ambulance 59 passed state inspection. Approximately 12 hydrant makers have been installed. Both building generators have been service. Truck 37-1-90 is scheduled to have the tires replaced this week. The CO sensor has been sent out for repair and calibration.

OLD BUSINESS:

Nelson: The Board has discussed some of the payroll issues that we are incurring using Intuit and the State reporting. It has been decided by the Board to go with Paychex payroll services. Paychex is presently be used by Oakhurst E.M.S., Inc. So far we have not had any issues with Paychex. Nelson moved that we utilize Paychex services for our employee's payroll. Second by Reu. There were no questions. Roll call vote of Williams, Newman, Reu, Hiers and Nelson were unanimous in favor of the Resolution.

Reu – The 36 SCBA's and spare bottles have been order and should be here any time after the end of January. The FDA has submitted a 90 day time extension for our grant which has been approved.

NEW BUSINESS:

Williams – the truck committee has been busy and very active. The committee has gone through the 1st draft of specs written by Bill Peters, our spec writer, thoroughly. The committee met with Sutphen again for updates and some questions we had. The committee also met with the Bill Peters again to review and answer our questions we had on the 1st draft. Bill Peters has submitted the 2nd draft which should be just about everything we need to get ready to go out to bid. If everything goes right we are looking around February to go out with the bid specs publicly. The committee is now working on the tools needed to equip the new truck. Thanks to the committee for getting this project back on track, for their hard work and interest.

Hiers – There are some items from this year's Fire Marshal's Budget the Board would like to order for this year. They are, one coded Knox Box for the new FM's car, a new light bar for the new car, and to have the present BullEx serviced (this

hasn't been serviced since it was purchased and it needs it). We have quotes for these items and I would like to offer a Resolution to purchase these items. Hiers offered the Knox Box to be purchased at the cost of \$751. It was second by Reu. There were no questions. Roll call vote of Williams, Newman, Reu, Hiers and Nelson were unanimous in favor of the Resolution. Hiers offered the light bar for the new FM's vehicle to be purchased from East Coast Emergency Lighting, Inc. for the quoted price of \$3,451.18. It was second by Newman. There were no questions. Roll call vote of Williams, Newman, Reu, Hiers and Nelson were unanimous in favor of the Resolution. Hiers offered the BulLEX service contract for 1 year for \$465. It was second by Newman. There were no questions. Roll call vote of Williams, Newman, Reu, Hiers and Nelson were unanimous in favor of the Resolution.

Newman – The floors in station 1 are going to be stripped and waxed this Friday night and Saturday during the day. We are also having the rec room carpet cleaned and if possible the employees' rooms if not in the way of the waxing this Saturday. Otherwise they will be cleaned on Friday, Dec. 29. The floors in station 2 are being done tonight.

Reu – FM Pujat and the FDA met with the 2 FEMA reps on the 11th for a kick off meeting to review the filing for our FEMA grant. The FDA and the FM compiled the requested information. The FEMA rep is coming back tomorrow hopefully to finish the paper work.

Williams – The "Crash Recovery System" licenses for 2013 needs to be renewed through Tasc Fire Apparatus, Inc. at the cost of \$870. Williams offered the Resolution to renew the licenses from Tasc in the amount of \$870. It was second by Newman. There were no questions. Roll call vote of Williams, Newman, Reu, Hiers and Nelson were unanimous in favor of the Resolution.

Newman – The Board agreed to buy the Flags for the Fire Department's 100th anniversary. The FDA got prices from 3 vendors. Dente quoted \$149.99 ea. for a 3'x5' printed flag which will be flown outdoors plus \$50 art work & \$50 shipping. Shore Awning quoted \$50 for same type of flag. Krempton's Flag quote was for \$92 for the same flag. For the flag like the one in the meeting room, Dente quoted \$489.99 plus \$89 for art work & \$50 for shipping. Shore Awning's quote is for \$585 same flag. Krempton came in at 2799.54 for the same flag. The Board is looking to buy 6 outdoor flags. One is to be flown at sta.1 and one at station 2 and the other flag to be flown at town hall. The 3 extra flags are replacements. I offer the Resolution to purchase the flags from Shore Awning since they are by far the lowest cost. Mike McClellan is an exempt member here and is taking good care of us just as he did with the tent we had here. Newman offered the Resolution to purchase the flags from Shore Awning. It was second by Reu. No questions. Roll call vote of Williams, Newman, Reu, Hiers and Nelson were unanimous in favor of the Resolution.

Hiers – The 2011 Fire Prevention Grant the Board went for did not make qualify. After reviewing FEMA’s letter and talking to Grantmasters, our grant writer, the FDA and the FM feel that with some minor changes suggested by the grant writer, we might have a much better chance. Because of the resubmission of the grant, the additional fee would be \$500, not the regular price of \$2,400. Since we have already been successful with this grant writer, Hiers offered the Resolution to have the FM grant resubmitted for the additional cost of \$500. It was second by Williams. There were no questions. Roll call vote Roll call vote of Williams, Newman, Reu, Hiers and Nelson were unanimous in favor of the Resolution.

Nelson – (Handed out the Board’s gift to the incoming 2nd Asst. Chief, Chris Sorentino & next year’s Captain, Karen Dougherty)

Nelson – The year 2012 has been a very busy year in a lot of ways. We pretty much finished the floor project. We have done a lot of upgrading within our communications systems throughout, created a paid EMS service, weathered through a Hurricane and nor’easter plus a lot of other projects also. This all could not have been accomplished without everyone’s hard work. The Board appreciates all the hard work and care given by all the employees and all the hours and hard work by all the volunteers committed to our community in the most professional manner. The Board cannot thank everyone enough. As we approach 2013, I along with the entire Board wish everyone and their families a joyous holiday season and a happy and healthy New Year. Thank you all.

Nelson – **There were no** questions or comments from the floor.

After the meeting, please stay and enjoy some light refreshments which were arranged by Janice Hiers. Nelson thanked Janice for taking care of everything tonight.

A motion to adjourn the meeting was made by Williams and second by Newman. Meeting adjourned at 8:23 PM.

Respectfully submitted,

J. David Hiers
Fire District Administrator

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December 17, 2012

Items for Discussion prior to the Meeting:

- Signed agreement with Paychex starting Board payroll Jan. 1st.
- 57's Camera – ordered. No extra charge for inside cameras.
- Grantmasters – Approx. \$500 to update and re-file the Fire prevention Grant.
- Chris & I met with 2 FEMA reps on the 11th for our kick off mtg. should be completed tomorrow.
- EMS call detail report; get ok to transfer \$10,000 to EMS Payroll from Bd. Opera.
- Josh
- FYI, some questions re: vehicle
- Public Hearing to approve 2013 Budget on Jan 7th at the work session.
- Received the 4th Q tax check.