

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

WORK SESSION MINUTES January 5, 2015

CALL TO ORDER:

The Work Session meeting of the Board of Fire Commissioners was called to order at 7:43 pm. A salute to the American flag and a moment of silence followed.

This 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 February 28, 2014, and advertised in The Coaster on March 6, 2014 and in the Atlanticville on March 13, 2014.

ATTENDANCE:

The following Board members were present: Scott Nelson. Russell Williams and Stuart Newman. Fire District Administrator David Hiers, Fire Marshal Chris Pujat, Deputy FM Craig Flannigan, and the Fire Department and First Aid Squad Officers were also present. Commissioner Hiers was called out to work just prior to the meeting and Commissioner Reu had a family committment. DM Fiorentino had a vacation day.

EXPENSES:

Newman - 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. Newman offered the Resolution to pay the Bills totaling \$131,472.98. It was second by Williams. There were no questions on any of the bills. Roll call vote of Williams, Newman and Nelson was unanimous in favor of the resolution. Nelson did abstain on the bills regarding his fitness reimbursement and the bill regarding his company's work at station 1. Newman offered the Resolution to transfer funds from the Operating Account to the Payroll Account in the amount of \$30,000. It was second by Williams. There were no questions. Roll call vote of Williams, Newman and Nelson was unanimous in favor of the resolution.

BUSINESS:

Old:

New -

Nelson – On behalf of the Board, we extend our congratulations to the newly installed officers along with the advancement of the present officers within their ranks. May you all continue doing the great job you do for our community. The Board looks forward in supporting your endeavors in the future as we have done in the past. The Board also extends Happy New Year greetings for a safe and healthy 2015 to all the members and their families. Please set aside January 28th for the Boards' Officers/Staff dinner meeting. It will be at the Deal Golf & CC, starting at 6 pm, the same room as last year. Dress is casual. Please no sneakers or jeans.

Newman – Since we're beginning our new physical year, a temporary budget needs to be adopted for bills to be paid until the annual election on February 21, 2015. The accountant set up a temporary budget for us in the amount of \$290,417. I will read the 2015 Temporary Budget. (ATTACHED) The temporary budget will be attached to these minutes. I offer the Resolution to adopt a temporary budget in the amount of \$290,417 to be used till the annual election. It was second by Williams. There were no questions. Roll call vote of Williams, Newman and Nelson was unanimous in favor of the Resolution.

Williams – Again a reminder, the fire department percentages, Jan – Dec., 2014 are needed for the NJ State Firemen's Association recording. They will be used towards firemen's exempt status. I am sure Art Schenck will offer his assistance to work with the past year's Chief in getting the form completed if desired. Please give a copy of the percentages to the FDA. Thank you.

Nelson – the Board needs to adopt a Resolution to designate a Public Agency Compliance Officer (PACO) for 2015. A certified copy of this Resolution will be sent to the State of new Jersey.

**BOARD OF FIRE COMMISSIONERS
TOWNSHIP OF OCEAN FIRE DISTRICT NO. 1
Monmouth County, New Jersey**

RESOLUTION DESIGNATING A PUBLIC AGENCY COMPLIANCE OFFICER

WHEREAS, N.J.A.C. 17:27-3.5 provides that each Public Agency in the State of New Jersey must annually designate an officer or employee to serve as their Public Agency Compliance Officer, and

WHEREAS, said Public Agency Compliance Officer shall be responsible for ensuring the agency's compliance with the Affirmative Action Rules of N.J.A.C. Chapter 27, and

WHEREAS, said Public Agency Compliance Officer may perform any other liaison and assistance functions as may be requested by the Affirmative Action Office;

NOW, THEREFORE BE IT RESOLVED that the Board of Fire Commissioners of the Township of Ocean Fire District No. 1 do hereby designate the Fire District Administrator, J. David Hiers, to serve as the Public Agency Compliance Officers for the Township of Ocean Fire District No. 1, for the year 2015;

BE IT FURTHER RESOLVED that a copy of this resolution be filed with the State of New Jersey, Department of the Treasury, Division of Contract Compliance and Equal Employment Opportunity in Public Contracts.

Nelson offered this Resolution for adoption. It was second by Newman. There were no questions. Roll call vote of Williams, Newman and Nelson was unanimous in favor of the Resolution.

Newman – Firemen Pete DeLisa has been approved by Chief Bob Nelson for driver's training on 37-1-74. He passed his training by Russ Williams and was tested by DM Mike

Fiorentino and passed the test successfully. I would like to move to accept Pete DeLisa as a driver on 37-1-74. A copy of his Training form will be filed by the FDA.

Williams – The DM sent out requests for an estimate to replace the generator's radiator, belts, hoses and anti-freeze at station 2. He received 2 quotes, 1 from EMR Power Systems, LLC for \$2,768.02 and 1 from Central Jersey Generators for \$2,624.42. Williams offered the resolution to accept the quote from Central Jersey Generators for \$2,624.42 to do the work to repair the building generator at station #2. It was second by Newman. There were no questions to the resolution. Roll call vote of Williams, Newman and Nelson was unanimous in favor of the Resolution.

Chief Sorrentino - gave the Chief's report for December, 2014. He reported 43 activities for the month. Average response time was 3 minutes 29 seconds. Average firefighters per call were 16, for a total of 674 members responding, experiencing 513 total man-hours. Mutual aid was given 4 times and received 0 times.

1st Asst. Chief Kruse – said there will be a drill this coming Wednesday to clean firehouse and remove Christmas decorations. On Tuesday, 13th there will be a Blood Borne Pathogen class here at station #1.

2nd Asst. Chief Guarda – not present. He was attending a special training class.

Captain Shamosh – no report

1st Lt. S. Reu – no report

2nd Lt. Edson – no report

FM Pujat – Gave the monthly report for December. He reported 107 inspections, including 21 State Registered Establishments, revealing 68 violations, and 0 investigations were conducted during the month. Fees collected for the month totaled \$3,025. The FM reported that a propane refill facility has been approved at BJ's. A 3 story 95 unit senior complex has been approved. Final pavement of Monmouth Road will happen in the spring of 2015.

DFM Flannigan – no report

Captain K. Dougherty - She thanked the fire department for their lift assistance in getting a patient down from the second floor of one of the apartments.


1st Lt. P. Dougherty - not present

2nd Lt. A. Beringer – As outgoing Captain of the Squad, he gave the first aid report for December, 2014. He reported 52 total activities for the month, which included 33 emergency calls. Average response time was 5 minutes. A total of 26 Emergency Call Man Hours were experienced. Mutual aid received was 2 times and given was 0 times. He commented that this past year was a busy year and a good year. He thanked for all the help he received during the year.

District Mechanic Fiorentino – not present. He was on vacation.

Leah Zimmerman thanked all who were involved with the New Year's Day celebration at the firehouse. Everything went well. Larry Burstein said the FA dinner is on Feb. 28th. There being no further business to be brought before the Board, the meeting adjourned 8:14 PM.

WSMINJAN15

Respectfully Submitted,

J. David Hiers

Ocean Township Fire District # 1
2015 Temporary Budget

Salaries	\$ 61,226
Fringe Benefits	40,582
Elections	182
Memberships & Subscriptions	1,015
Office Expense	5,950
Professional Services	6,370
Travel Expenses	2,800
Advertising	210
Insurance	7,000
Maintenance & Repairs	36,050
Membership/Dues	560
Professional Fees - District Doctor	700
Rental Charges - Fire Hydrants	24,500
Materials & Supplies	7,140
Training & Education	1,960
Travel Expenses	2,380
Utilities	9,240
Permits, Licenses & Fees	210
Outside Services	6,902
Promotion	980
Expense Reimbursement	3,570
Uniforms/Personal Equipment	4,690
Fire Marshall Equipment	5,880
Fire Marshall Equipment	11,189
Truck & Rescue Equipment	7,000
Truck & Rescue Equipment	2,450
Hurst Tools	17,920
Office Equipment	700
Inventory Control & Software	1,820
SFSG Equipment	854
LEA Expense	2,427
First Aid Squad Supplies	15,120
Opticom Equipment	840
Total Appropriations	<u>290,417</u>