

**Minutes of the Regular Meeting and Public Hearing for Proposed 2020 Budget of the Board of Fire Commissioners, Fire District No. 1 was held on Wednesday, January 8, 2020 at 7:00 P.M.**

Commissioner John C. Kenny called the meeting to order.

Maria Bucsanszky: Mr. President – All the requirements of the “Open Public Meeting Act” have been complied with by advertising in the Home News Tribune and Star Ledger. Copies of the meeting notice have been sent to the Municipal Clerk’s Office and posted on the bulletin boards of the fire house and the post offices of Woodbridge and Sewaren. Mr. President, you may proceed.

Commissioner John C. Kenny led a pledge to the flag.

A moment of silence was observed for the loss of one of our Emergency Service people, Lowell Aube, and also for our men and women serving overseas who are out there fighting for our freedom.

**PRESENT:** Commissioner Todd Howell, Commission John C. Kenny,  
Commissioner Patrick Kenny, Commissioner Robert Minkler,  
Sr., Commissioner Jeffrey Moran

**ALSO PRESENT:** Attorney – Christopher Howell  
Clerk – Maria Bucsanszky  
Chief John Golden

Commissioner Robert Minkler, Sr. made a motion to approve the minutes of the December 4<sup>th</sup>, 2019 Regular Meeting which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: I know it’s a little bit out of the order but we’ll go into the 2020 Budget and if anyone wants there’s a copy up here and I need a motion to go into the open portion of the meeting.

Commissioner Robert Minkler, Sr. made a motion to go into the open portion of the meeting which was seconded by Commissioner Patrick Kenny and carried unanimously.

Commissioner J.C.K.: Okay, the meeting will go into the public.

Commissioner P.K.: Mr. President waiting a couple of minutes here and seeing no one raised their hand I make a motion to close the public portion of the meeting.

Commissioner Patrick Kenny made a motion to close the public portion of the budget which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner J.C.K.: So with that, then we are going to adopt the Budget now.

Maria Bucsanszky: Resolution 20-1-2 is to adopt the 2020 Budget formally with revenue of \$9,228,226.00; taxation of \$8,217,282.00. I would need a motion to approve.

Commissioner Robert Minkler, Sr. made a motion to adopt Resolution 20-1-2 which was seconded by Todd Howell and carried unanimously by a roll call vote.

Commissioner John Kenny – Yes; Commissioner Robert Minkler – Yes;

Commissioner Todd Howell – Yes; Commissioner Patrick Kenny – Yes;

Commissioner Jeffrey Moran – Yes.

Maria Bucsanszky: It's passed.

Commissioner J.C.K.: Okay, very good. Now with that done we'll move back into the regular form of business and we'll start with Personnel and Liaison to the Volunteer Fire Company – Commissioner Moran.

#### **COMMITTEE REPORTS:**

##### **PERSONNEL AND LIAISON TO THE VOLUNTEER FIRE COMPANY:**

Commissioner J.M.: No personnel issues outstanding. Training – We're over 145 hours of training not including the Fire Academy training of the new hires. The new hires have completed Firefighter Two at the Fire Academy and the volunteer officers completed I-200. The Chief's officers sent applications to the Division of Fire Safety for several certifications for members in various things including Incident Management, Fire Two, and Hazmat Awareness Operations. The Union updated training files of all interior structural firefighter members and making sure that they have applications in for appropriate division Fire Safety Certifications. Four new hires are now in the next phase of their training program; driver training, apparatus operations and learning streets, hydrants, fire connections and building reviews. Numerous members continue to attend classes offered by the Division of Fire Safety. The members attended an Active Shooter School class at the Middlesex County Fire Academy and they're working on getting the Fire Inspector Class to be held in Station One for members here. That's my report Mr. President.

Commissioner J.C.K.: Any questions for Commissioner Moran? Okay, we'll move on to Apparatus – Vehicles – Commissioner Howell.

##### **APPARATUS - VEHICLES:**

Commissioner T.H.: Thank you Mr. President. The following issues have been addressed: On Engine 1-2 the leak in the cab sealing has been addressed and it has been repaired by caulking where the bolts go through the hole in the AC equipment line on the roof. Truck 1-2-6 had the jack switches on the rear outriggers cleaned and

adjusted and on the following automobiles: 1-3-5 was taken to Maloof to fix a problem with the rear end and 1-3-4 had lights repaired, 1-3-7 a brake line being repaired at Glasson's and car 1-3-1 is out for service which is normal service and that's the end of my report. I ask that the bulk of this entire report be included in the minutes.

Commissioner J.C.K.: Okay, any questions for Commissioner Howell? Alright we'll move on to Fire Prevention Bureau and Telecommunications and Hydrants – Commissioner Minkler.

**FIRE PREVENTION:**  
**TELECOMMUNICATIONS AND HYDRANTS:**

Commissioner R.M.: Thank you Mr. President. The report covering is dated for December, 2019 – Fire Investigations – 1; Total Inspections in December – 334; Complaints and Spot Inspections – 238; Life Hazards – 2; Total Inspections – 92; Permits Issued – 2; Total Amount Billed in December – \$34,105.52; Total Amount Collected - \$2,803.00; Home Inspections – 1. Also Mr. President dated January 2<sup>nd</sup>, 2020 covering all of 2019 – Fire Investigations – 12 for the year; Total Inspections Completed – 1,884; Spot Inspections – 52; Life Hazards – 130; Quarterly – 34; Semi-Annual – 11; Non-Life Hazard Uses – 504; Total Re-Inspections – 832; Total Amount Billed in 2019 - \$164,464.88; Total Amount Collected in 2019 - \$123,072.36; Home Inspections – 8; Fire Safety Education Classes – 20; Fire Safety Education Classes and Open House Senior Classes – 765 Kids total for the classes and Open House and 20 Senior Classes. That's my report for Fire Prevention.

Under Fire Hydrants we have for December of 2019 a newly installed fire hydrant will be installed approximately 170 feet east of Manor Avenue towards Amboy Avenue. This will provide protection for residents in the lower section of Bunns Lane. The broken 12-inch water main located on Woodbridge Avenue is an ongoing process and design. The documents are 90% completed and will be going out for bid and process within two weeks. Mr. President, that's my report.

Commissioner J.C.K.: Okay, any questions for Commissioner Minkler? Okay we'll move on to Buildings and Grounds – Commissioner P. Kenny.

**BUILDINGS AND GROUNDS:**

Commissioner P. K.: Thank you sir. The monthly Building Report for December, 2019. Dunigan completed the repairs in the meeting room, the bathroom and the Bay One heater. Avenel Fire Prevention inspected the firehouse and issued a violation for the rear fire escape medium load test. This is in the process of being scheduled and the extension being granted for that. Billick replaced the rear door keys pads which had stopped working. Bowco did its monthly treatment. Quarterly billing Safety Check Sheets were completed and the report forwarded to the Administrative. Carpet Maven installed new blinds in the meeting room. The meeting room was deep

cleaned by Forest Green Floor and ESS rep worked on the radio tower, the watch desk, after it had lost power and went into an alarm. This system is operating but we are waiting for parts to complete the fix. That is the Building report for December.

Commissioner J.C.K.: Okay any questions for Commissioner P. Kenny? We'll move on to report of Payroll and Bills.

**The report of Payroll and Bills for December, 2019:**

Maria Bucsanszky: The report of Payroll and Bills for the month of December, 2019.

Bills: \$309,648.08                      Payroll: \$406,829.43

Commissioner T.H.: I'd like to make a motion that we approve those bills along with three additional add-on bills for a total of \$555.82.

Commissioner Todd Howell made a motion to accept the Payroll and Bills and three additional add-on bills for a total of \$555.82 which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously except for Commissioner Robert Minkler, Sr. voting yes on all and abstaining on 18893 and Commissioner Jeffrey Moran abstaining on 18897 and voting yes on all the others and Commissioner Todd Howell abstaining on No. 18860 and voting yes on all others.

Commissioner J.C.K.: Okay, Treasurer's Report.

**TREASURER'S REPORT:**

Maria Bucsanszky: The treasurer's report for January 8<sup>th</sup>, 2020.

Previous Balance – December 4 <sup>th</sup> , 2019	\$7,327,015.12
Deposits	\$ 24,893.30
Payroll and Adjustments	\$ 405,544.45
Current Bills	\$ 309,648.08
Ending Balance as of January 8 <sup>th</sup> , 2020 without the add-on bills	\$6,636,715.89

Commissioner Robert Minkler Sr. made a motion to accept the Treasurer's report as read which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: Communications.

**COMMUNICATIONS:**

Maria Bucsanszky: All communications were passed through to the Commissioners.

Commissioner J.C.K.: Okay, Unfinished Business – Commissioner P. Kenny.

**UNFINISHED BUSINESS:**

Commissioner P.K.: Nothing under Unfinished.

Commissioner J.C.K.: Okay Commissioner Minkler.

Commissioner R.M.: Nothing at this time sir.

Commissioner J.C.K.: Commissioner Howell.

Commissioner T.H.: Nothing sir.

Commissioner J.C.K.: Commissioner Moran.

Commissioner J.M.: Nothing under Unfinished.

Commissioner J.C.K.: Okay, Mr. Attorney.

Christopher Howell, Attorney: Unfinished Business would be the new lease agreement for 109 Green Street. All the Board members have a copy of it. We will go over that in Executive Session and the Board will need to decide how to move forward on that.

Commissioner J.C.K.: Okay, Madame Clerk.

Maria Bucsanszky: Nothing.

Commissioner J.C.K.: Chief.

Chief John Golden: Chief Kenny started working on and actually completed a Joint Service Agreement the FMLA with Woodbridge Township; you should have a resolution on that. Provisional Deputy Chief Paul started his new position on January 6<sup>th</sup>. He's up and been working up in the administration office. Provisional Deputy Chief Balog will start on Monday. We're going to go with two weeks of all three of us being together and then we're going to split the schedules up as we see fit. The Administration was here today and completed the promotion for the new officers that was discussed with over the last couple of days.

Commissioner J.C.K.: Okay, so we do have Resolution 20-1-4 which is for the joint agreement with the Township for the FMLA.

Commissioner Patrick Kenny made a motion to approve Resolution 20-1-4 which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner J.C.K.: New Business – Commissioner P. Kenny.

**NEW BUSINESS:**

Commissioner P.K.: New Business Mr. President. Just so you know Chief and Mike you know the Police Department is going to be scheduling an ICS 300 and 400 so if you have anybody...when we get the dates we want to make sure we get them out to everybody so if anybody needs it you'll be more than welcome. The Police Department will be picking up the cost too.

Chief John Golden: Okay.

Commissioner P.K.: This department always is very nice and offers it to the Police Department; the Police Department is going to do this one so as soon as we get the dates and I get the instructor all set up through the Fire Academy and we have the location I'll get the word out to everybody so if we have anybody we can get them in there.

Chief John Golden: Good.

Commissioner P.K.: That's all I got.

Commissioner J.C.K.: Okay, Mr. Minkler.

Commissioner R.M.: Mr. President nothing at this time.

Commissioner J.C.K.: Commissioner Howell.

Commissioner T.H.: Nothing sir.

Commissioner J.C.K.: Jeff.

Commissioner J.M.: Several officer vacancies.

Commissioner J.C.K.: Okay.

Commissioner J.M.: The newly created Deputy Chief's position provisionally filled by Michael Balog. The two new promotions to Provisional Deputy Battalion Chief vacancies which were awaiting a test also and the Provisional Battalion Chief will be Steven Weber and David Hines. This created two Captain's vacancies which we have an existing list. We're going to promote Robert Fizer, Keith McGrath and with the Fire Official knocking on the door of retirement which will be a good opportunity to

promote a Captain into that position to work with the Fire Official for a year and a half to two years with all the building construction and changes going on in the town so there will be a smooth transition in that office with a seamless Fire Official transition so that results in the third Captain being promoted and that would be Michael Barcellona.

Commissioner Jeffrey Moran made a motion for the promotion of Steven Weber, Provisional Deputy Battalion Chief; David Hines, Provisional Battalion Chief; Robert Fizer, Captain; Keith McGrath, Captain and Michael Barcellona, Captain which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner P.K.: Mr. President, just under New Business we really should have did this before. I'd like to make a motion to do Resolution 2020-1-1 which is the transfer of funds.

Commissioner Patrick Kenny made a motion to approve Resolution 2020-1-1 which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner P.K.: And I'd like to do Resolution 2020-1-3 which is the temporary Budget for 2020.

Commissioner Patrick Kenny made a motion to approve Resolution 2020-1-3 which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner J.C.K.: Anything else?

Commissioner P.K.: I'm good.

Commissioner J.C.K.: Chris.

Christopher Howell, Attorney: Nothing under New Business Mr. President.

Commissioner J.C.K.: Madame Clerk.

Maria Bucsanszky: Nothing.

Commissioner J.C.K.: Chief.

Chief John Golden: I want to thank Chief Fee for organizing the Christmas Run with the volunteers and Santa Claus. They went out and did some community service right before the holidays. They went and visited a couple of houses. A couple of people called me and really appreciated it. I attended a Town Council meeting. We were presented with a Proclamation for our participation at the plane crash in Colonia. The Proclamation should be on Lisa's desk; we're going to hang that up with 100 so as soon as we move in, we'll hang all our awards. And lastly, I've been working with Danny Mizak from Avenel Fire Department. They requested that we do their fit

testing. I talked to Chris about this. We are strictly doing the fit testing. We are not doing medical review; we are not taking any liability. But due to the fact that we have two machines and we have officer that are qualified to do it they asked if they could set something up. I'm going to pass this on to the new promoted Deputy Chief Balog because he was a Compliance Officer and we're going to make arrangements to go over there one night when they have their drill or their meeting and we'll be doing their fit testing so we're out in town man.

Commissioner J.C.K.: Okay anything else?

Chief John Golden: That's it.

Commissioner J.C.K.: Okay we'll move on to Remarks, Comments and Questions From The Audience and we'll start with Chief Michael Hapstak's Report.

**CHIEF'S REPORT:**

	<u>2018</u>	<u>2019</u>
December Calls	52	65
Year Ending December	833	711

Chief Michael Hapstak: Next Saturday will be the mandatory training for all volunteers, all scheduled, and I'll be sitting down with the Deputies to schedule some walk-throughs of some of the new construction in town and to set up some drills in the next month. That's all I got so far; so far so good.

Commissioner J.C.K.: Okay, congratulations Chief and welcome aboard.

Chief Michael Hapstak: Thank you.

Commissioner J.C.K.: Anybody else? Okay, I need a motion to go into Executive Session for legal and personnel matters.

Commissioner Robert Minkler, Sr. made a motion to go into Executive Session for legal and personnel matters at 7:20 P.M which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner Robert Minkler, Sr. made a motion to return to the regular meeting at 8:20 P.M. which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: Mr. Attorney do you want to give a summary?

Christopher Howell, Attorney: Sure, thank you Mr. President. Today's Executive Session involved the following: We first talked about the new lease agreement for 109 Green Street. We talked about making some minor changes to the LOSAP



Program point structure. We then talked about modifying the contract period for our new administrative employees. We discussed the salary for Employee 2401. We talked about designating a representative for Domestic Violence training. We then moved into our policy of two in/two out how that would work with implementing it with our current Tour Shifts. We then heard from our Acting Administrative Chief John Golden who gave us a review on our training of our new hires. We also reviewed the scheduling of our personnel with the new promotions that are going to take place. We looked at reviewing the status of purchasing our new vehicles and where we are at with that and we last heard from our Labor Counsel on ongoing grievances, Civil Service appeals and policy review. And that would conclude the Executive Session.

Commissioner J.C.K.: Okay, thank you. I need a motion to authorize myself once the attorney comes to the agreement at 109 Green Street to execute the contract.

Commissioner Robert Minkler, Sr. made a motion to authorize Commissioner John C. Kenny to execute the contract agreement at 109 Green Street which was seconded by Commissioner Patrick Kenny and carried unanimously.

Commissioner J.C.K.: I need a motion for Resolution 2020-1-5.

Commissioner Robert Minkler, Sr. made a motion to approve Resolution 2020-1-5 which was seconded by Commissioner Jeffrey Moran and carried unanimously.

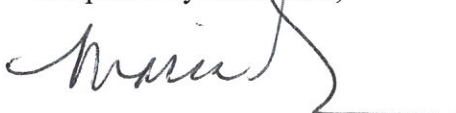
Commissioner J.C.K.: Now I need a motion for Resolution 2020-1-6.

Commissioner Robert Minkler, Sr. made a motion to approve Resolution 2020-1-6 which was seconded by Todd Howell and carried unanimously.

Commissioner J.C.K.: Just the last thing I have is that there's going to be a Special Meeting next Wednesday, January 15<sup>th</sup> at 7:00 P.M. and that will be for the swearing in of our new officers and for our new firefighters that were voted on in September and have completed their Academy training. Does anybody else have anything else for the meeting?

Commissioner Robert Minkler, Sr. made a motion to adjourn the meeting which was seconded by Commissioner Todd Howell and carried unanimously at 8:25 P.M.

Respectfully submitted,



Maria Bucsanszky  
District Clerk

# WOODBIDGE FIRE DISTRICT NO 1 MONTHLY BILL LIST

01/07/20

January 8, 2020

Date	Num	Name	Memo	Amount
<b>Northfield Bank - Voucher</b>				
12/05/2019	18839	Image First	Acct#43-WOODB000-Laundry Service	-227.25
12/05/2019	18840	Comcast	Account #8499 05 340 1168158/109 Green St	-253.30
12/05/2019	18841	W.B. Mason Co., Inc	C/S# C1235200 - Supplies	-21.99
12/05/2019	18842	VALIC.	2012 LOSAP Contribution - Drumm IV - Account #005...	-1,623.00
12/05/2019	18843	VALIC.	2018 LOSAP Contribution - Kuchie - Account #1E19918	-1,717.00
12/05/2019	18844	VALIC.	2017 LOSAP Contribution - Repace - Account #1E00309	-1,709.00
12/06/2019	18845	S & D Holding	RENT -DECEMBER 2019	-1,000.00
12/06/2019	18846	Life Insurance Company Of No...	Policy #GL-5474 Volunteer Life Insurance -December ...	-248.60
12/16/2019	18847	AT&T	A/C# 0555384092001/ Landline 732-636-1725	-45.13
12/16/2019	18848	Comcast	Account #8499-05-340-0528231/TV	-81.53
12/16/2019	18849	Elizabethtown Gas	Account #2164284700/Firehouse 10/24/19 - 11/22/19	-434.85
12/16/2019	18850	Verizon	A/C# 982554463-00001/Laptop Modem	-646.19
12/16/2019	18851	Verizon Wireless	Acct# 585555042-00001 - Cell Phones	-342.00
12/16/2019	18852	Verizon Connect	C/S #WOOD028 Monthly Service November 2019	-113.70
12/17/2019	18854	Allied Oil	C/S# 4031394 - Fuel	-1,394.24
01/02/2020	18853	Catherine Crowe	Reimbursement Health Benefits - December 2019	-333.01
01/08/2020	18855	Arctic Falls	Account #101744 - 5- Five Gallon Water	-100.80
01/08/2020	18856	Board of Fire Commissioners ...	1ST QTR 2020 DISPATCH	-19,144.23
01/08/2020	18857	Bowco Laboratories Inc	Regular Service -December 2019	-38.00
01/08/2020	18858	Campbell Supply, Inc	1998 Plerce Lance -Compartment Repairs/Rescue To...	-746.77
01/08/2020	18859	Central Municipal Joint Insuran...	1st Installment 2020 - Liability Insurance & Workers C...	-51,837.00
01/08/2020	18860	Christopher Howell	Monthly Fee - January 2020	-4,150.00
01/08/2020	18861	Delta Dental Plan of NJ	Group# 01063 - Dental Coverage 01/01/2020 - 01/31/...	-11,849.08
01/08/2020	18862	Dorothy Wilcox	Reimbursement Health Benefits December 2019	-333.01
01/08/2020	18863	Glasson's Auto Repair	2009 Chevrolet Suburban - Insp Vent Solenoid & Brakes	-1,040.69
01/08/2020	18864	Home News + Tribune	Account#ASB-076094- Notice Special Meeting Decem...	-12.76
01/08/2020	18865	Image First	Acct#43-WOODB000-Laundry Service	-227.25
01/08/2020	18866	Life Insurance Company Of No...	Policy #GL-5474 Volunteer Life Insurance -January 2020	-248.60
01/08/2020	18867	Madsen & Howell, Inc	Supplies	-373.89
01/08/2020	18868	Maria Bucsanszky, E.A.	Monthly Fee - January 2020	-5,575.00
01/08/2020	18869	Mary Ann Sofka	2 Hours Transcription for Regular Meeting - October 3...	-25.00
01/08/2020	18870	Mary Karnas	Reimbursement Health Benefits - December 2019	-333.01
01/08/2020	18871	Michael A Bilyak	Replaced Access Keypad at Exterior Parking Lot Entra...	-540.00
01/08/2020	18872	New Jersey Fire Equipment Co	Turnout Gear	-9,331.50
01/08/2020	18873	NJ Advance Media (Star Ledger)	Account #XWOOD2393022 -Notice -Special Meeting D...	-29.45
01/08/2020	18874	Owen S Dunigan & Co, Inc	Overhead Heater-Replaced Ignition & Installed New To...	-876.52
01/08/2020	18875	S & D Holding	RENT -JANUARY 2020	-1,000.00
01/08/2020	18876	Sophie Bader	Reimbursement Health Benefits - December 2019	-333.01
01/08/2020	18877	Standard Insurance Company	Life Insurance - Policy #136829 - January 2020	-3,821.40
01/08/2020	18878	TASC Fire Apparatus, Inc	Task Force Tips Valve & Nozzles Sent for Repair	-884.35
01/08/2020	18879	Trinitas Hospital	EAP Services Renewal - November 2019 - October 20...	-4,500.00
01/08/2020	18880	W.B. Mason Co., Inc	C/S# C1235200 - Supplies	-114.53
01/08/2020	18881	West Hudson Industries	1- Walnut Maltese Cross/B. Fee	-178.50
01/08/2020	18882	Campbell Supply, Inc	2014 Spartan -Electrica Repairs Engine 2 (1-2)	-190.80
01/08/2020	18883	Home News + Tribune	Account#ASB-076094- Notice Fire Election - February ...	-22.00
01/08/2020	18884	New Jersey Fire Equipment Co	15-Hydro Test O Rings/Recharged	-420.00
01/08/2020	18885	Campbell Supply, Inc	2005 Ford Excursion -Electrical Issues (1-3-4)	-201.00
01/08/2020	18886	Home News + Tribune	Account#ASB-076094- Public Hearing Notice Propose...	-10.12
01/08/2020	18887	Campbell Supply, Inc	2006 American LaFrance - PM( 1-2-6) Truck 6 Amoun...	-5,299.96
01/08/2020	18888	Campbell Supply, Inc	Item 001B/FRC OPP-5035, Glass Optimum Style	-116.85
01/08/2020	18889	Campbell Supply, Inc	Electrical Repairs - Front Turn Signal - 2006 Alf Truck ...	-276.35
01/08/2020	TEPS	State of New Jersey- Health B...	Retiree Health Benefits -1/1/2020 - 1/31/2020	-25,951.10
01/08/2020	TEPS	State of NJ- Health Benefits F...	Health & Prescription Insurance Active 01/01/20-01/31/...	-78,271.25
01/08/2020	18890	Access Self Storage of Woodb...	Storage Rental Unit #16007 - 1/13/20 - 2/12/20	-385.00
01/08/2020	18891	Barbara Golden	Medicare Reimbursement - July 2019-December 2019	-624.00
01/08/2020	18892	Catherine Crowe	Medicare Reimbursement - July 2019-December 2019	-813.00
01/08/2020	18893	Catherine Minkler	Medicare Reimbursement - July 2019-December 2019	-1,212.00
01/08/2020	18894	Comcast	Account #8499053401168158/109 Green St	-253.30
01/08/2020	18895	Dorothy Wilcox	Medicare Reimbursement - July 2019-December 2019	-744.00
01/08/2020	18896	Hoagland, Longo, Moran, Dun...	Professional Services Rendered	-7,100.00
01/08/2020	18897	Jeffrey Moran	Medicare Reimbursement - July 2019-December 2019	-1,212.00
01/08/2020	18898	John Tomko	Medicare Reimbursement - July 2019-December 2019	-1,308.00
01/08/2020	18899	Lowe's	Account 82131319024076/Supplies	-616.70
01/08/2020	18900	Martin Snyder	Medicare Reimbursement - July 2019-December 2019	-1,590.00
01/08/2020	18901	Mary Karnas	Medicare Reimbursement - July 2019-December 2019	-813.00
01/08/2020	18902	Michael Sefchek.	Medicare Reimbursement - July 2019-December 2019	-1,626.00
01/08/2020	18903	Michael Van Tassel	Medicare Reimbursement - July 2019-December 2019	-1,626.00
01/08/2020	18904	Postmaster	2 Rolls of Stamps	-110.00
01/08/2020	18905	PSE&G	A/C#1301369209/Firehouse/Parking Lot	-505.31

Date	Num	Name	Memo	Amount
01/08/2020	18906	Richard Fitzpatrick.	Medicare Reimbursement - December 2019	-135.50
01/08/2020	18907	Richard Gould	Medicare Reimbursement - July 2019-December 2019	-4,843.20
01/08/2020	18908	Robert Goodman.	Medicare Reimbursement - July 2019-December2019	-6,051.60
01/08/2020	18909	Skylands Area Fire Equipment ...	8-Tails & 6 Pants	-21,132.35
01/08/2020	18910	Sophie Bader	Medicare Reimbursement - July 2019-December 2019	-813.00
01/08/2020	18911	Spectrotel	Account #348180/Cad/Landline/Fire Alarm/Solar	-139.76
01/08/2020	18912	Staples	6035 5178 2066 2780 Supplies	-158.25
01/08/2020	18913	TASC Fire Apparatus, Inc	Annual Hurst Preventative Maintenance - 1 Unit	-1,650.00
01/08/2020	18914	Vision Service Plan	Acct# 12 078480 0001 Vision Coverage January 2020	-1,788.80
01/08/2020	18915	West Hudson Industries	2- Rosewood Piano Maltese Cross/DeLisi & Reilly	-259.00
01/08/2020	18916	William Frelish	Medicare Reimbursement - July 2019-December 2019	-717.00
01/08/2020	18917	Witmer Public Safety Group	6-Bugles Medallion/6-Insignia's	-251.07
01/08/2020	18918	Spectrotel	Account #348561/Clerk	-51.97
01/08/2020	18919	Mary Ann Sofka	4 1/2 Hours Transcription for Regular Meeting & Budg...	-112.50
01/08/2020	18920	Chapel Hill Associates	Computer Support E-Mail & New Computer Green Street	-3,248.41
01/08/2020	18921	West Hudson Industries	2- Rosewood Piano Maltese Cross/DeLisi & Reilly Frei...	-70.00
01/08/2020	18922	Chapel Hill Associates	Computer Support, E-Mail Hosting/Network Installation...	-1,301.75
01/08/2020	18923	Bart & Bart, Certified Public Ac...	2019 Budget Prep & Filing	-2,000.00
01/08/2020	18924	Access Self Storage of Woodb...	Storage Rental Unit #16029 - 1/08/20 - 2/17/20	-244.00
01/08/2020	18925	Elizabethtown Gas	Account #2164284700/Firehouse 11/22/19 - 12/23/19	-834.14
01/08/2020	18926	Hazmatt & Associates Training...	Commander Training Class - Delivery of 24Hrs Hazma...	-2,669.40
01/08/2020	18927	Image First	Acct#43-WOODB000-Laundry Service	-248.50
01/08/2020	18928	Motorola Solutions Inc.	Acct# 1035457185 - 1-Battery Impres	-720.00
01/08/2020	18929	Rutgers School of Social Work	OSHA -7845 Record Keeping Rule/P.Kenny, Balog, La...	-1,075.00
Total Northfield Bank - Voucher				-309,648.08
<b>TOTAL</b>				<b>-309,648.08</b>

RESOLUTION #2020-1-1  
BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO. 1

WHEREAS, the Treasurer of Fire District No. 1 reports that certain 2019 budget appropriations have insufficient balances to meet the 2019 expenditures, and

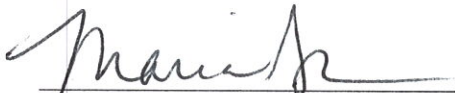
WHEREAS, certain other budget expenditures have balances in excess of their needs, now therefore,

BE IT RESOLVED that upon recommendation from the Treasurer and in accordance with NJSA 40A:14-78.9, that transfers from budget line items with excesses be authorized to budget items with insufficient balances.

**MOTION** to accept resolution made by Comm. Patrick Kenny, seconded by Comm. Robert Minkler Sr, all in favor.

Adopted, January 8, 2020

Date



Maria Bucsanszky, District Clerk

# 2020 - 1-2

# 2020 ADOPTED BUDGET RESOLUTION

## Woodbridge Township Fire District No. 1

**FISCAL YEAR: January 1, 2020 to December 31, 2020**

WHEREAS, the Annual Budget for the Woodbridge Township Fire District No. 1 (the "Fire District") for the fiscal year beginning January 1, 2020 and ending December 31, 2020, has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of January 2, 2020; and

WHEREAS, the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the adopted budget is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et. seq.); and

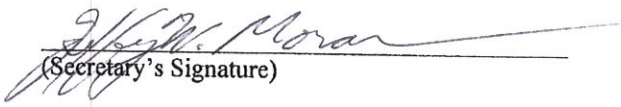
WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 9,228,226, which includes amount to be raised by taxation of \$8,217,282, and Total Appropriations of \$9,228,226; and

WHEREAS, an election shall be held annually on the third Saturday of February (only if required) in each established fire district to determine the amount to be raised by taxation for the ensuing year;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District at an open public meeting held on January 2, 2020 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2020 and ending December 31, 2020, is hereby adopted and shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$9,228,226, which includes amount to be raised by taxation of \$8,217,282, and Total Appropriations of \$9,228,226; and

BE IT FURTHER RESOLVED, that the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

BE IT FURTHER RESOLVED that an annual election shall be held on the third Saturday of February (only if required) to determine the amount to be raised by taxation for the ensuing year. The results of which shall be subsequently certified to the Division and the Municipal Assessor.

  
(Secretary's Signature)

08-JAN-2020  
(Date)

**Board of Commissioners Recorded Vote**

Member	Aye	Nay	Abstain	Absent
JOHN C. KENNY	X			
ROBERT MINKLER SR	X			
TODD HOWELL	X			
PATRICK KENNY	X			
JEFFREY MORAN	X			

RESOLUTION #2020-1-3

BOARD OF FIRE COMMISSIONERS

FIRE DISTRICT NO. 1

WHEREAS, NJS 40A: 14-78.17 provides that where any contract, commitment or payments are to be made prior to the adoption of the budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided: and

WHEREAS, the date of this resolution is prior to January 15, 2020; and

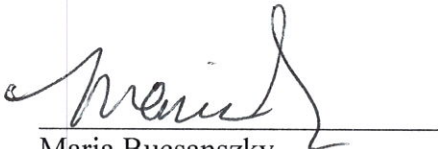
WHEREAS, the total appropriations on the 2019 budget exclusive of any appropriations made for interest and debt redemption charges and capital improvements, is the sum of \$9,154,838; and

WHEREAS, fourteen percent of the total appropriations in the 2019 budget, exclusive of any appropriations made for interest and debt redemption charges and capital improvement fund in said 2019 budget is the sum of \$1,281,677.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners of the Township of Woodbridge, Fire District No. 1, that the temporary 2020 budget be approved in the amount of \$1,281,677.

Motion to accept resolution made by Comm. Patrick Kenny, seconded by Comm. Robert Minkler Sr, All in favor

Adopted, January 8, 2020



Maria Bucsanszky  
District Clerk

# 2020-1-4

**SHARED SERVICES AGREEMENT BETWEEN THE TOWNSHIP OF WOODBRIDGE AND FIRE DISTRICT #1 FOR ADMINISTRATION OF THE FAMILY LEAVE ACT ("FMLA")**

THIS AGREEMENT, made this 8<sup>th</sup> day of January, 2020, between the **TOWNSHIP OF WOODBRIDGE**, a municipal corporation of the State of New Jersey located at 1 Main Street, Woodbridge, New Jersey 07095, hereinafter referred to as the "**TOWNSHIP**" and the **WOODBIDGE BOARD OF FIRE COMMISSIONERS, FIRE DISTRICT #1** located at School Street, Woodbridge, New Jersey 07095, hereinafter referred to as the "**BOFC**".

**WHEREAS**, the BOFC is in need of administration of FMLA services on an as needed basis; and

**WHEREAS**, the Township is able to accommodate the BOFC's needs by entering into a Shared Services Agreement with the BOFC; and

**WHEREAS**, both the Township and the BOFC are desirous of entering into an agreement with respect to the provision of these services under the parameters of the Shared Services Act, N.J.S.A. 40A:65-1 et seq.

**NOW, THEREFORE**, in consideration of the mutual and joint obligations set forth herein, the Township and the BOFC do hereby mutually agree as follows:

1. The Township shall provide administrative services for FMLA on an as needed basis to the BOFC in accordance with the terms and conditions set forth in this agreement.
2. The term of this agreement shall be for a period of three (3) years from the date of execution. This agreement shall not be renewed without proper authorization of both parties in writing.
3. Payments under this agreement shall be made by the BOFC to the Township at the rate of \$50.00 per person for the administration of FMLA. The Township shall forward all invoices to the attention of John C. Kenny, Board President, BOFC, P.O. Box 320, Woodbridge, NJ 07095.
4. The BOFC agrees to indemnify and hold the Township harmless from and against any and all losses, claims, damages and suits for damages for property and injury to and/or death to persons caused or resulting from the services to be rendered by the Township to the BOFC for any negligence on the part of the BOFC's servants, employees, appointees or volunteers.
5. The Township agrees to indemnify and hold the BOFC harmless from and against any and all losses, claims, damages and suits for damages for property and injury to and/or death to persons caused or resulting from the services to be rendered to the BOFC by the Township for any negligence on the part of the Township's servants, employees, appointees or volunteers.

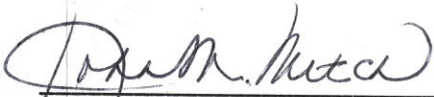
6. As provided for in N.J.S.A. 40A:65-1 et seq. this agreement shall take effect upon the adoption of an approving resolution by the Township and an approving resolution by the BOFC. Upon proper execution and attestation of this agreement, the proper officials of each of the parties are hereby authorized and directed to make and perform any and all acts necessary to carry out the purposes of this agreement.

7. This agreement is the entire agreement between the parties, and no alterations, changes or additions hereto shall be made except in writing and approved by both parties. The Township can cancel this agreement for any reason upon 60 days written notice to the BOFC.

**IN WITNESS WHEREOF**, the Township and the BOFC shall cause this agreement to be executed by their proper corporate officials and their proper corporate seals affixed this day and year above written.

**ATTEST:**

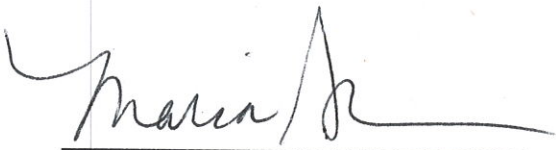
**TOWNSHIP OF WOODBRIDGE**

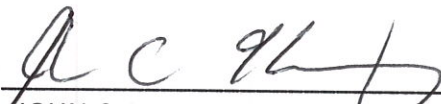
  
\_\_\_\_\_  
JOHN M. MITCH  
MUNICIPAL CLERK

By:   
\_\_\_\_\_  
JOHN E. McCORMAC, MAYOR

**WITNESS:**

**WOODBIDGE BOARD OF  
FIRE COMMISSIONERS**

  
\_\_\_\_\_

By:   
\_\_\_\_\_  
JOHN C. KENNY, BOARD PRESIDENT

  
James P. Nolan, Jr.  
Law Director



**RESOLUTION#: 2020-1-5**

**WHEREAS**, the Woodbridge Township Board of Fire Commissioners District No. 1, deems it appropriate and necessary to act to ensure retention of existing volunteer members and to provide incentives for recruiting new volunteer firefighters; and

**WHEREAS**, the Woodbridge Township Board of Fire Commissioners District No. 1, has determined that the creation of a Length of Service Awards Program in 1998 by way of Resolution# 98-1, has enhanced the ability of the fire district to provide fire protection to the residents and taxpayers of the Fire District by being able to retain and recruit volunteer firefighters;

**WHEREAS**, the administrative amendment of such a program is in the best interest of the Fire District and the public,

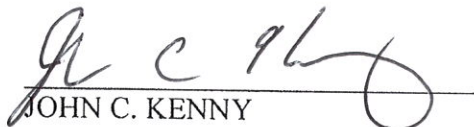
**NOW, THEREFORE, BE IT RESOLVED** this Eighth (8<sup>th</sup>) Day of January 2020 by the Woodbridge Township Board of Fire Commissioners District No, 1 that:

1. Then current Length of Service Awards Program (LOSAP) is herewith amended in accordance with N.J.S.A. 40A:14-187 and N.J.A.C. 5:30-14.8 and shall not materially affect the elements of the LOSAP that was originally approved by the voters.
2. LOSAP shall be amend as follows:
  - a. Each active volunteer member shall be credited with points for volunteer services provided to the volunteer fire company in accordance with the following amended schedule:

See attached schedule "A".

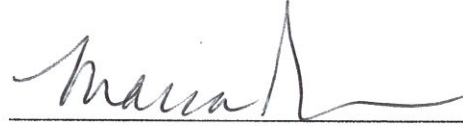
3. All other elements of the LOSAP program shall remain the same.

BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT #1

  
\_\_\_\_\_  
JOHN C. KENNY

ADOPTED: January 8, 2020  
*2020*

I hereby certify that the above is a true and exact copy of the resolution adopted by the Board of Fire Commissioners, Fire District #1, Township of Woodbridge at their regular meeting held on January 8, 2018.

A handwritten signature in cursive script, appearing to read "Maria", written over a horizontal line.

MARIA BUCSANSZKY – Clerk

# Schedule "A"

LOSAP Update Proposal revised December 2019 v2.1

11 year avg call volume from 2008-2011 excluding 2 storm years - 720 calls/yr - 180/Qtr - 60/mo

	Max pts	Max % of total	How points are earned
Points for Eligibility	25 base points + 25 other points 50 total		25 base points minimum +25 other points 50 total
Calls (Base points)	50	100% 100% base, 100% other	Base points Per month: < 10% - 0 points >=10+% - 3 points >=15+% - 4 points >=20+% - 5 points >=25+% - 6 points
Drills (Base points)	24	48%	1 point each
Meeting	15	30%	1 point each
Delegate	5	10%	1 point per meeting
Standby	10	20%	2 points each
Mutual Aid	10	20%	1/2 point per mutual aid call
Line Officer	12	24%	1 pt per month % of calls >=15%
Admin Officer	15	30%	1 pt per meeting
Misc	15	30%	1 pt per activity
Training	25	50%	Fire I = 15 base points Super Sat = 1 base point < 20 hrs = 1 pt/hr, max 5 20-45 hrs 10 pts >45 hrs 15 pts
Service Bonus			5 base points/yr age 65 with 20 yrs service

**RESOLUTION#: 2020-1-6**

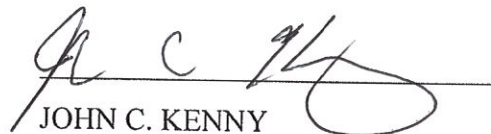
**WHEREAS** the Fire Commissioners of Fire District No. 1 of the Township of Woodbridge are at all times desirous of maintaining a high level of fire suppression and fire prevention within the Fire District No. 1 of the Township;

**WHEREAS**, the Fire Department personnel has increased in size over the years to keep pace with growing demands of the District; and

**NOW, THEREFORE, BE IT RESOLVED** by the Fire Commissioners of Fire District No. 1 of the Township of Woodbridge that pursuant to N.J.S.A. 40A:14-7; 40A:14-81 and 40A:14-81.1 the Board hereby approves the payroll structure of the administrative paid positions of the Fire Department as follows:

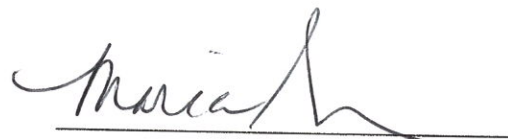
1. The contract period of all administrative paid employees shall now run from January 1 to December 31 beginning in calendar year 2020 and continuing thereafter on a yearly basis.

BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT #1

  
JOHN C. KENNY

ADOPTED: January 8, 2020

I hereby certify that the above is a true and exact copy of the resolution adopted by the Board of Fire Commissioners, Fire District #1, Township of Woodbridge at their regular meeting held on January 8, 2020.



MARIA BUCSANSZKY – Clerk

D.C. Golden,

The following is the equipment report for the month of December 2019 for Commissioner Howell.

1. Engine 1-2

- Caulked the upper bolts that go thru the cab ceiling to address reported water leak. Will check if A/C was possible cause when warmer weather returns.

2. Truck 1-2-6

- Cleaned and adjusted the down jack switches on the rear out riggers

3. Other equipment items noted is as follows;

- The snow blower and portable generator #2 returned from repair

- Annual service completed for department Hurst Extrication Equipment

- Received recommendations from officers for additional extrication equipment to enhance the capabilities of the department. To be considered this upcoming year.

Please let me know if you have any questions. Thank you

*Robert Paul  
Deputy Chief  
Woodbridge Fire Department  
418 School St.  
Woodbridge, NJ 07095  
(732) 326-2435*