

Minutes of the regular meeting of the Board of Fire Commissioners, Fire District No. 1 was held on Wednesday, March 4, 2020 at 7:00 P.M.

Commissioner John C. Kenny called the meeting to order.

Christopher Howell, Attorney – 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 our men and women serving overseas and for a safe recovery for the firefighters in Washington State that have been quarantined due to the outbreak and for the loss of our brother firefighter from Carteret.

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

ALSO PRESENT: Attorney – Christopher Howell

Commissioner Todd Howell made a motion to approve the minutes of the February 5th, 2020 Regular Meeting which was seconded by Commissioner Jeffrey Moran and carried unanimously except for Commissioner Robert Minkler, Sr. because he wasn’t at the February 5th, 2020 meeting.

Commissioner J.C.K.: Mr. Attorney, could you read the results of the election?

Christopher Howell, Attorney: Yeah, sure. The Board of Fire Commissioners of Woodbridge Township District #1 held their annual election in accordance with NJSA 40A: 17-72 on February 15th, 2020. The election results are as follows: John C. Kenny received 235 votes; Patrick Kenny received 242 votes with write-ins for zero votes. There was a Public Question – Shall Fire District Fiscal Year Budget be adopted with total revenues of \$9,228,226.00 which includes \$8,217,782.00 to be raised by taxation with a total appropriation of \$9,228,226.00 the votes were Yes – 195; No – 130. I ask the Board to make a motion to certify the election results.

Commissioner Todd Howell made a motion to certify the February 15th, 2020 Woodbridge Township Fire District #1 election results which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner J.C.K.: So right now, we will have the attorney do the swearing in of the two re-elected Commissioners.

Christopher Howell, Attorney: I.

Commissioner John C. Kenny: I John Kenny.

Christopher Howell, Attorney: Do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New Jersey and that I will bear true faith and allegiance to the same and to the governments established in the United States and in this state under the authority of the people and that I will faithfully, impartially and justly perform all the duties of the office of Fire Commissioner Woodbridge Township Fire District #1 in accordance to the best of my ability so help me God.

Commissioner John C. Kenny: I do.

Christopher Howell, Attorney: Congratulations.

Commissioner John C. Kenny: Thank you.

Audience applauds.

Christopher Howell, Attorney: I.

Commissioner Patrick Kenny: I Patrick Kenny.

Christopher Howell, Attorney: Do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New Jersey and that I will bear true faith and allegiance to the same and to the governments established in the United States and in this state under the authority of the people and that I will faithfully, impartially and justly perform all the duties of the office of Fire Commissioner Woodbridge Township Fire District #1 in accordance to the best of my ability so help me God.

Commissioner Patrick Kenny: I do.

Christopher Howell, Attorney: Congratulations.

Commissioner Patrick Kenny: Thank you.

Audience applauds

Commissioner J.C.K.: At this time, I'd like you to vacate all offices and to appoint the attorney to conduct the election for President.

Commissioner Robert Minkler, Sr. made a motion to vacate all the offices and to appoint the attorney to conduct the election for President which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: Okay, the Board Attorney will now assume the Chair.

Christopher Howell, Attorney: Okay, first we're going to nominate for President, any nominations?

Commissioner P.K.: I nominate John C. Kenny for President.

Commissioner R.M.: Second.

Commissioner Robert Minkler, Sr. made a motion to close the nomination for President which was seconded by Commissioner Patrick Kenny and carried unanimously with a roll call vote. Commissioner Howell – Yes; Commissioner John C. Kenny – Yes; Commissioner Patrick Kenny – Yes; Commissioner Robert Minkler, Sr. – Yes; Commissioner Jeffrey Moran – Yes.

Commissioner R.M.: Congratulations.

Commissioner T.H.: Congratulations.

Commissioner J.C.K.: Thank you.

Christopher Howell, Attorney: Mr. President you can assume the chair.

Commissioner J.C.K.: Thank you.

Christopher Howell, Attorney: Now we will proceed with the nomination for Vice President. I need a motion for the nomination for Vice President.

Commissioner Jeffrey Moran made a motion to vacate all the offices and to appoint the attorney to conduct the election for Vice President which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.M.: I nominate Robert Minkler, Sr. for Vice President.

Commissioner T.H.: Second.

Commissioner Jeffrey Moran made a motion to close the nomination for Vice President which was seconded by Commissioner Todd Howell and carried unanimously with a roll call vote. Commissioner Moran – Yes; Commissioner Howell – Yes; Commissioner John C. Kenny – Yes; Commissioner Patrick Kenny – Yes; Commissioner Robert Minkler, Sr. – Yes.

Christopher Howell, Attorney: Okay, we need a nomination for Second Vice President.

Commissioner J.C.K.: I nominate Patrick Kenny.

Commissioner R.M.: Second.

Commissioner Robert Minkler, Sr. made a motion to close the nomination for Second Vice President which was seconded by Commissioner Todd Howell and carried unanimously by roll call vote. Commissioner Howell – Yes; Commissioner John C. Kenny – Yes; Commissioner Patrick Kenny – Yes; Commissioner Robert Minkler, Sr. – Yes; Commissioner Jeffrey Moran – Yes.

Christopher Howell, Attorney: Okay, moving on we need a nomination for Treasurer.

Commissioner P.K.: I nominate Todd Howell.

Commissioner J.M.: Second.

Commissioner Patrick Kenny made a motion to close the nomination for Treasurer which was seconded by Commissioner Jeffrey Moran and carried unanimously by roll call vote. Commissioner Howell – Yes; Commissioner John C. Kenny – Yes; Commissioner Patrick Kenny – Yes; Commissioner Robert Minkler, Sr. – Yes; Commissioner Jeffrey Moran – Yes.

Christopher Howell, Attorney: I need a nomination for Secretary.

Commissioner T.H.: I nominate Jeffrey Moran.

Commissioner P.K.: Second.

Commissioner Todd Howell made a motion to close the nomination for Secretary which was seconded by Commissioner Patrick Kenny and carried unanimously by roll call vote. Commissioner Howell – Yes; Commissioner John C. Kenny – Yes; Commissioner Patrick Kenny – Yes; Commissioner Robert Minkler, Sr. – Yes; Commissioner Jeffrey Moran – Yes.

Christopher Howell, Attorney: Now we need an appointment of District Clerk.

Commissioner J.C.K.: I'll take it from here.

Christopher Howell, Attorney: Okay.

Commissioner J.C.K.: We got the whole Executive Board then I'll just run through it.

Christopher Howell, Attorney: Okay, I hand over the Chair to Commissioner John C. Kenny.

Commissioner J.C.K.: Okay, so appointment for District Clerk we have Maria Bucsanszky.

Commissioner J.M.: I'll make that a motion.

Commissioner P.K.: Second.

Commissioner Jeffrey Moran made a motion to close the nomination for District Clerk which was seconded by Commissioner Patrick Kenny and carried unanimously by roll call vote. Commissioner Howell – Yes; Commissioner John C. Kenny – Yes; Commissioner Patrick Kenny – Yes; Commissioner Robert Minkler, Sr. – Yes; Commissioner Jeffrey Moran – Yes.

Commissioner J.C.K.: Okay, so now we have the appointment for Attorney we have Christopher Howell for General Counsel and Hoagland, Longo, Moran, Dunst & Doukas, PA for Labor Counsel.

Commissioner P.K.: I'll make that a motion.

Commissioner R.M.: Second.

Commissioner Patrick Kenny made a motion to close the nomination for Attorney which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously by roll call vote. Commissioner Howell – Yes; Commissioner John C. Kenny – Yes; Commissioner Patrick Kenny – Yes; Commissioner Robert Minkler, Sr. – Yes; Commissioner Jeffrey Moran – Yes.

Commissioner J.M.: I just want it to go on record that Moran is no relation to me.

Commissioner J.C.K.: Okay, we'll move on to Auditor – Bart & Bart, CPA.

Commissioner P.K.: I'll make that a motion.

Commissioner T.H.: Second.

Commissioner Patrick Kenny made a motion to close the nomination for Auditor which was seconded by Commissioner Todd Howell and carried unanimously by roll call vote. Commissioner Howell – Yes; Commissioner John C. Kenny – Yes; Commissioner Patrick Kenny – Yes; Commissioner Robert Minkler, Sr. – Yes; Commissioner Jeffrey Moran – Yes.

Commissioner J.C.K.: Okay, we'll move on the Physician – JFK.

Commissioner T.H.: I'll make that a motion.

Commissioner P.K.: Second.

Commissioner Todd Howell made a motion to close the nomination for Physician which was seconded by Commissioner Patrick Kenny and carried unanimously by roll call vote. Commissioner Howell – Yes; Commissioner John C. Kenny – Yes; Commissioner Patrick Kenny – Yes; Commissioner Robert Minkler, Sr. – Yes; Commissioner Jeffrey Moran – Yes.

Commissioner J.C.K.: Okay, Appointment of Computer Support (Vendor) – Chapel Hill Associates.

Commissioner R.M.: I'll make that a motion.

Commissioner T.H.: Second.

Commissioner Robert Minkler, Sr. made a motion to close the nomination of Appointment of Computer Support (Vendor) which was seconded by Commissioner Todd Howell and carried unanimously by roll call vote. Commissioner Howell – Yes; Commissioner John C. Kenny – Yes; Commissioner Patrick Kenny – Yes; Commissioner Robert Minkler, Sr. – Yes; Commissioner Jeffrey Moran – Yes.

Commissioner J.C.K.: Okay, Appointment of Fire Official – Fire Captain Keith Repace.

Commissioner R.M.: I'll make that a motion.

Commissioner T.H.: Second.

Commissioner Robert Minkler, Sr. made a motion to close the nomination for Appointment of Fire Official which was seconded by Commissioner Todd Howell and carried unanimously by roll call vote. Commissioner Howell – Yes; Commissioner John C. Kenny – Yes; Commissioner Patrick Kenny – Yes; Commissioner Robert Minkler, Sr. – Yes; Commissioner Jeffrey Moran – Yes.

Commissioner J.C.K.: Okay, so now for the following Committees for 2020/2021:
Personnel/Fire Prevention – Commissioner Jeffrey Moran
Apparatus/Vehicles – Commissioner Todd Howell
Telecommunications & Hydrants & Radios – Commissioner Patrick Kenny
Building & Grounds – Commissioner Robert Minkler, Sr.
Roll Call Vote: Commissioner Howell – Yes; Commissioner John C. Kenny – Yes;
Commissioner Patrick Kenny – Yes; Commissioner Robert Minkler, Sr. – Yes;
Commissioner Jeffrey Moran – Yes.

Commissioner J.C.K.: Okay, Designation of Newspaper and Bank.
Newspaper – The Home News & Star Ledger
Bank – Northfield Bank

Commissioner Jeffrey Moran made a motion to Designate for the Newspaper – The Home News & Star Ledger and the Bank – Northfield Bank which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: Okay, Designation of Authorized Signatures on Bank Accounts, Vouchers, Fire Prevention Bureau and Special Accounts. Two (2) signatures signed and counter signed by the President or Vice President and Second Vice President and Treasurer or Clerk. Motion requiring two (2) signatures.

Commissioner Jeffrey Moran made a motion for Designation of Authorized Signatures on Bank Accounts, Vouchers, Fire Prevention Bureau and Special Accounts with two (2) signatures signed and counter signed by the President or Vice President and Second Vice President and Treasurer or Clerk which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: Okay, Payroll and Petty Cash Accounts. One (1) signature by the President, Vice President, Second Vice President, Treasurer or Clerk. I need a motion.

Commissioner Robert Minkler, Sr. made a motion for Payroll and Petty Cash Accounts with one (1) signature by the President, Vice President, Second Vice President, Treasurer or Clerk which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: So now we will go into the regular part of the meeting now and we will start with Personnel/Fire Prevention – Commissioner Moran.

COMMITTEE REPORTS:

PERSONNEL/FIRE PREVENTION:

Commissioner J.M.: Personnel – Our Personnel in training. The Health & Wellness new captain is sending a personal trainer for us continuing the ongoing program of fitness, stretching and teaching various exercises for the members. Training – Members of the volunteer company attended first aid training and Stop the Bleed session at Station One given by Battalion Chiefs R. Minkler and S. Weber and they were certified in basic first aid including the American Heart Association version of the training. Rutgers Officer Development Class has been scheduled for April, 2020 for both career and volunteer officers. Seven members of the career department has started the Fire Inspector class. Classes will be ending the 13th of March and we also have five members from Perth Amboy attending the class being held at Station One. Chief Hapstak wants to send members of the volunteer company to WRAP Intervention Team Awareness and Operation Training at the Middlesex Fire Academy and is working with Battalion Chief Minkler on this. One member for the volunteer fire company will be starting Firefighter One in March, 2020 and another

application is to enroll two members in a June daytime Fire One class. That's my report Mr. President.

Commissioner J.C.K.: Okay, very good. Anybody have any questions? Okay, we'll move on to Apparatus – Vehicles – Commissioner Howell.

APPARATUS - VEHICLES:

Commissioner T.H.: Thank you Mr. President. The following is the report that hits the major items of our equipment. Engine 1-1 – The Chevron stripping was replaced due to bubbling, peeling, etc. and an air leak was repaired. On Engine 1-2 the coolant leak repaired and we notified Campbell Supply that the light tower is not fully extending and that will be taken care of shortly. Engine 1-3 the rear discharge gauge is going to be repaired and Truck 1-2-6 the front outriggers are slow but they're just going to monitor them; they do work. The repaired wheel chuck was fixed, the handle broke. Car 1-3-5 the mobile radio was shutting off, the police supply called Major Police Supply and repaired that item and other items noted as follows. The cutter's edge saw was fixed so the starter rope is now working. There were a few other small items, all of them very small, and I would ask the entire report be made a part of our minutes and that's the end of my report Mr. President.

Commissioner J.C.K.: Okay, any questions for Commissioner Howell? Okay we'll move on to Telecommunications and Hydrants and Radios – Commissioner P. Kenny.

TELECOMMUNICATIONS AND HYDRANTS AND RADIOS:

Commissioner P.K.: We still have the waterline project going in Sewaren and get that up and running from the line that was disconnected. They're in the engineering stage right now with the Water Company so hopefully in the spring that's going to get taken care of and get that freed up and hooked up again. The radio system through the town the 911 center was redone and they hope this summer do the microwave dishes on all the towers and then the next phase will be to start to reprogram all the radios. We're going to get together with the Deputy Chiefs for the new vehicles that came in; we'll have to purchase radios for them. I know we got some new portables that they've been using and everything has been working good with that and that's about all I have on that right now.

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

BUILDINGS AND GROUNDS:

Commissioner R.M.: Thank you Mr. President. Bowco did its monthly treatment for the month of February. Lutz repaired the counter weights on the fuel pole. Bilyak Electric repaired the rear door keypad and reinstalled the light switch in the

workroom that was installed incorrectly. The rear keypad was replaced in December of 2019. Bilyak notified to repair the exterior light over Bay Three. Dunigan Plumbing notified on an airline in Bay Two; maybe warrantee work awaiting this. The steps going to the loft start step right from the stringers and were repaired by Tour Four.

Commissioner J.C.K.: Okay any questions for Commissioner Minkler? Okay we will move on to report of Payroll and Bills.

The report of Payroll and Bills for February, 2020:

Commissioner P.K.: The report of Payroll and Bills for the month of February, 2020.

Bills: \$260,475.15 Payroll: \$276,290.63

Commissioner T.H.: I'll make a motion we pay those bills along with the following add-on bills. There are two of them and the total for the add-on bills is \$6,330.75,

Commissioner Todd Howell made a motion to accept the Payroll and Bills and the total amount of the add-on bills of \$6,330.75 which was seconded by Commissioner Patrick Kenny and carried unanimously except for Commissioner Robert Minkler, Sr. for yes on all of them but not voting on No. 19065 and Commissioner Todd Howell voting yes of all bills except No. 19022 and 19049.

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

TREASURER'S REPORT:

Commissioner P. Kenny: The treasurer's report for March 4th, 2020.

Previous Balance – February 5 th , 2020	\$6,183,946.77
Deposits	\$2,038,282.47
Payroll and Adjustments	\$ 253,612.44
Current Bills	\$ 260,475.15
Ending Balance as of March 4 th , 2020 without the add-on bills	\$7,708,141.65

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

COMMUNICATIONS:

Commissioner J.C.K.: Communications have been passed out. Unfinished Business – Commissioner P. Kenny.

UNFINISHED BUSINESS:

Commissioner P.K.: Nothing on Unfinished.

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

Commissioner R.M.: Nothing.

Commissioner J.C.K.: Commissioner Howell.

Commissioner T.H.: Nothing sir.

Commissioner J.C.K.: Commissioner Moran.

Commissioner J.M.: None.

Commissioner J.C.K.: Chris.

Christopher Howell, Attorney: Do you want to talk about 109 Green Street?

Commissioner J.C.K.: Well we'll go to Executive on that because that's legal. Chief Paul.

Chief Robert Paul: Nothing.

Commissioner J.C.K.: Go ahead Pat again.

Commissioner P.K.: Mr. President under Unfinished Business the 2019 LOSAP Qualifying list I'd just like to make a motion to do the approval to pay it since it's been up for the thirty days and I don't think we've had any appeals on it.

Commissioner J.C.K.: Okay.

Commissioner Patrick Kenny made a motion to approve to pay the 2019 LOSAP Qualifying list which was seconded by Commissioner Todd Howell and carried unanimously except for Commissioner John C. Kenny abstaining on it.

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

NEW BUSINESS:

Commissioner P.K.: Mr. President I'd like to make a motion to do Resolutions 2020-3-2, 2020-3-3, 2020-3-4 and 2020-3-5.

Commissioner Patrick Kenny made a motion to accept Resolutions 2020-3-2, 2020-3-3, 2020-3-4 and 2020-3-5 which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner J.C.K.: Just to let you know on Resolution 2020-3-3 it was missing radios. I wrote that in and initialed my name on that there. Okay, anything else?

Commissioner P.K.: That's it.

Commissioner J.C.K.: Anything Commissioner Minkler.

Commissioner R.M.: No.

Commissioner J.C.K.: Anything Commissioner Howell.

Commissioner T.H.: Negative.

Commissioner J.C.K.: Anything Commissioner Moran.

Commissioner J.M.: Nothing.

Commissioner J.C.K.: Chris.

Christopher Howell, Attorney: No New Business.

Commissioner J.C.K.: Chief.

CHIEF'S REPORT:

Chief John Golden: The Chief's Report – Chief Charles Kenny was awarded the Five Shield Award for 2020 presented by the Knights of Columbus 857 Woodbridge. We received a thank you note from Congressman Frank Pallone for hosting the discussions on the House Democratic Discussion Plan. The department received correspondence from the New Jersey State Fireman's Association regarding raising the age from 45 to 57. The proposal will be forwarded to the State Legislature so if the Board wants to support that you can. The titles for Administrative Deputy Chief and Operation Deputy Chief were clearly defined; they will be referenced in the future. We received a quote for upgrades for 109 Green Street prepared for Fire Prevention. They started some of the work; we're clearing out the electrical wire and things like that. We'll have the carpenter come in. More electrical and some plumbing are needed to be done and painting. And then with the township, we met

with Woodbridge Township representatives to have the fiberoptic cables over to 109 for communications for over there. I had a conference call with Campbell Supply to correct some of the pm discrepancies and some of the lack of communication that we had, that got cleared, and the (inaudible) service too was down and we're waiting for that to come back. PT was issued for career and volunteer members. We're working on procedures to ensure the safety of our members concerning the coronavirus. The footing for the flag pole out front is cracked; the flag had some movement to it. We contacted the Township because we have a joint service with Brian Burke. We're working on that and we're going to get the flag pole changed. The department participated in the Dr. Seuss Reading Program in February. Members of the department actually went up to the Woodbridge Academy today. We were invited up there for a showcase of talent for the student's culinary talents. Apparently the kids cooked and they had no one to actually cook for so we sent some of our big guys up there to show the kids what is what. Future events coming down the pike, on Saturday, March 7th at 11:30 A.M. the Mayor is having his luncheon here for about an hour. The department will be participating in the Irish American parade. The Junior Fire Academy was part of the training report but that is scheduled for July 20th through the 24th, 27th and 31st. Two deputies are collaborating with Caroline Ehrlich and the Township's Sustainability Woodbridge Program. They've done a lot of work in that aspect of it so it seems like Mrs. Ehrlich is very happy with the participation and we normally do something with Relay for Life; I'll wait for Councilwoman Drumm to either ask for the ladder truck or you know whatever her wishes are. We'll be more than willing to accommodate her. That's pretty much it.

Commissioner J.C.K.: Okay, thanks Chief. And I'd like to thank the Administrative Office. I know they've worked very hard on trying to get something together to get some guidance on the virus so thank you for jumping on that and Sunday is the parade so we need to give approval for use of the backroom as we've done through the same guidelines as we've done in the past.

Commissioner Todd Howell made a motion for the approval for the use of the backroom for the parade on Sunday, March 8th, 2020 which was seconded by Commissioner Patrick Kenny and carried unanimously.

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

CHIEF'S REPORT:

	<u>2019</u>	<u>2020</u>
February Calls	68	49
Year Ending December	121	101

Chief Michael Hapstak: This past month we took in three new members and I have one more next month and then as Commissioner Moran mentioned three of them will

be going to fire school in the summer and almost all of them on Monday. Training – Last month we did Rescue 8 and participated in Pre-Planning this week. The shifts all did First Aid and Stop the Bleed as mentioned. Training this month will be Officer Awareness and Investigations. We'll be continuing to go out with the shifts on Pre-Planning and continue with walk-thru (inaudible). And last we request the ride of status per usual.

Commissioner J.C.K.: Okay, you can work with Chief Golden on that.

Chief Michael Hapstak: That's my report.

Commissioner J.C.K.: Okay, anyone else, comments or anything from the audience? Okay, I need a motion to go into Executive Session for legal and personnel matters.

Commissioner Todd Howell made a motion to go into Executive Session for legal and personnel matters at 7:30 P.M which was seconded by Commissioner Robert Minker, Sr. and carried unanimously.

Commissioner Todd Howell made a motion to return to the regular meeting at 7:48 P.M. which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner J.C.K.: Okay Chris do you want to give a summary?

Christopher Howell, Attorney: Sure, the summary of tonight's Executive Session consists of the following – We discussed the ongoing negotiations with the purchase of 109 Green Street. We also discussed our training at the Fire Academy and just renewed that and then we heard from Labor Counsel Nicole. She discussed the Health and Safety Arbitration results and the legal ramifications of that and she advised the Board on the Labor Employment involving the communications by Commissioners and that would conclude the Executive Session for tonight Mr. President.

Commissioner J.C.K.: Okay, anybody have anything else to bring up?

Commissioner Robert Minkler, Sr. made a motion to adjourn the meeting which was seconded by Commissioner John C. Kenny and carried unanimously at 7:49 P.M.

Respectfully submitted,



Maria Bucsanszky
District Clerk

WOODBIDGE TOWNSHIP BOARD OF FIRE COMMISSIONERS
DISTRICT 1
WOODBIDGE, NJ

RESOLUTION
Election Certification

WHEREAS, the Board of Fire Commissioners, Woodbridge Township District 1, Woodbridge held the annual election in accordance with NJSA 40A:17-72 on February 15, 2020, and

WHEREAS, this election was held in the time and manner as prescribed by statute,

THEREFORE BE IT RESOLVED that the results of the election were as follows:

For Fire Commissioner (3 Years):

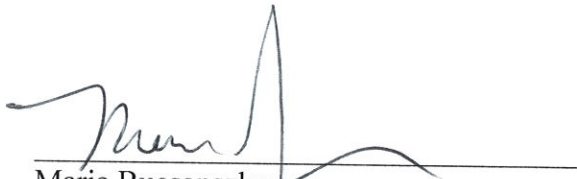
John Kenny	235 votes
Patrick Kenny	242 votes
Write-In	0 votes

Public Question #1

“Shall the Fire District No. 1 2020 fiscal year budget be adopted with total revenues of \$9,228,226.00 which includes \$8,217,782.00 to be raised by taxation and total appropriations of \$9,228,226.00?”

Yes	195 votes
No	130 votes

Motion to certify election results made by Comm. P. Kenny, seconded by Comm. P. Minkler all in favor.



Maria Bucsanszky
District Clerk

March 4, 2020

RESOLUTION 2020-3-2

2020 SALARY GUIDE – (JANUARY – DECEMBER)

ADMINISTRATIVE POSITIONS

WHEREAS, the Board of Fire Commissioners Fire District #1 set salary guidelines for the Fire District, and

WHEREAS, the Board has reviewed and approved salary ranges as follows,

ADMINISTRATIVE SECRETARY

MINIMUM SALARY

50,000

MAXIMUM SALARY

65,000

=====

COMMISSIONERS

2ND VICE PRESIDENT/TREASURER/SECRETARY

MINIMUM SALARY

7,500

MAXIMUM SALARY

11,000

1ST VICE PRESIDENT

MINIMUM SALARY

9,500

MAXIMUM SALARY

13,000

PRESIDENT

MINIMUM SALARY

11,500

MAXIMUM SALARY

15,000

=====

FIRE CHIEF

MINIMUM SALARY

160,000

MAXIMUM SALARY

190,000

DEPUTY FIRE CHIEF

MINIMUM SALARY

150,000

MAXIMUM SALARY

180,000

BE IT THEREFORE RESOLVED, that the 2020 salary guide for administrative personnel take effect January 1, 2020, and

BE IT FURTHER RESOLVED, that the Board re-evaluate the salary structure annually and review the effectiveness of the committees annually and adjust as appropriate.

Motion to approve resolution made by Commissioner P. Kenny
Second by Commissioner J. Kenny, All in favor



Maria Bucsanszky
District Clerk

Dated: March 4, 2020

RESOLUTION

#2020-3-3

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;

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 has approved the reorganization to the Board Committees. As of March 1, 2020, and continuing thereafter, the Board shall be comprised of the following four (4) Committees: 1) Personnel & Fire Prevention Bureau; 2) Apparatus & Vehicles; 3) Telecommunications & Hydrants; 4) Building & Grounds.

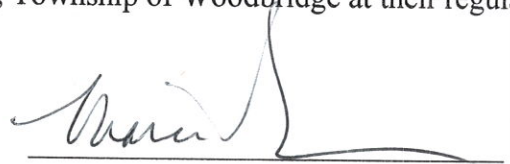
Rad Jones
JCK

BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1


JOHN C. KENNY

ADOPTED: March 4, 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 March 4, 2020.



MARIA BUCSANSZKY – Clerk

2020-3- 4

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN
CONTRACT FOR LEGAL SERVICES**

WHEREAS, the Board of Fire Commissioners, Fire District #1, Woodbridge, NJ has a need to acquire legal services as a non-fair and open contract pursuant to the provisions of N.J.S. A. 19:44A-20.4 or 20.5 as appropriate; and,

WHEREAS, the Board of Fire Commissioners, Fire District #1, Woodbridge, NJ has determined and certified in writing that the value of the acquisition will exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one (1) year and may be extended each calendar year there from as approved by this governing body; and

WHEREAS, Law Offices of Christopher T. Howell, Esq. has submitted a proposal March 1, 2019 indicating they will provide the Legal Service for the Woodbridge Board of Fire Commissioners for the fee of \$49,800.00 beginning on March 1, 2020 and ending February 28, 2021; and

WHEREAS, Law Offices of Christopher T. Howell, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that Law Offices of Christopher T. Howell, Esq. has not made any reportable contributions to a political or candidate committee of the Board of Fire Commissioners, Fire District #1, Woodbridge, NJ in the previous one year, and that the contract will prohibit the Law Office of Christopher T. Howell, Esq. from making any reportable contributions through the term of the contract, and

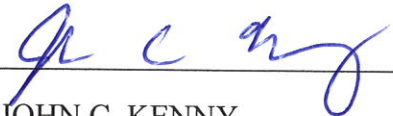
WHEREAS, Maria Bucsanszky, Clerk of the Woodbridge Board of Fire Commissioners, has hereby certified that the amounts of the contract to be awarded exceed \$17,500 and as to availability of adequate funds from the appropriate line items of the official budget to which the contract will be property charged as required pursuant to N.J.A.C. 5:30-5.4.

NOW THEREFORE, BE IT RESOLVED that the Board of Fire Commissioners, Fire District #1, Woodbridge, NJ authorizes John Kenny to enter into a contract with Law Offices Christopher T. Howell, Esq. as described herein; and,

BE IT FURTHER RESOLVED that the two-year Vendor Certification; Business Disclosure Entity Certification, the Determination of Value and the Vendor's NJ Business Registration Certification be placed on file with this resolution and same has been electronically filed with State of New Jersey Chapter 51 Review Unit; and

BE IT FURTHER RESOLVED that the Clerk of the Board of Fire Commissioners, Fire District #1, Woodbridge, NJ shall forthwith cause to be printed once, in a newspaper authorized by law to publish its legal advertisements, a brief notice stating the nature, duration, service and amount of the contract, and that the resolution and contract are on file and available for public inspection in office of the Clerk, as required by N.J.S.A. 40A:11-5(1)(a)(i)

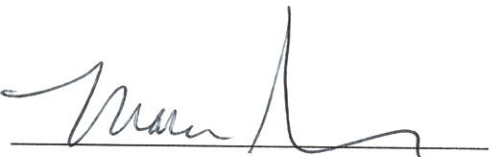
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1



JOHN C. KENNY

ADOPTED: March 4, 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 March 4, 2020.



MARIA BUCSANSZKY – Clerk

2019-3- 5

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN
CONTRACT FOR LEGAL SERVICES (Labor)**

WHEREAS, the Board of Fire Commissioners, Fire District #1, Woodbridge, NJ has a need to acquire legal services as a non-fair and open contract pursuant to the provisions of N.J.S. A. 19:44A-20.4 or 20.5 as appropriate; and,

WHEREAS, the Board of Fire Commissioners, Fire District #1, Woodbridge, NJ has determined and certified in writing that the value of the acquisition will exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one (1) year and may be extended each calendar year there from as approved by this governing body; and

WHEREAS, Law Offices of Hoagland, Longo, Moran, Dunst & Doukas, LLP has submitted a proposal March 1, 2020 indicating they will provide the Legal Service involving labor issues for the Woodbridge Board of Fire Commissioners for the fee of \$250.00/hour beginning on March 1, 2020 and ending February 28, 2021; and

WHEREAS, Law Offices of Hoagland, Longo, Moran, Dunst & Doukas, LLP has completed and submitted a Business Entity Disclosure Certification which certifies that Law Offices of Hoagland, Longo, Moran, Dunst & Doukas, LLP has not made any reportable contributions to a political or candidate committee of the Board of Fire Commissioners, Fire District #1, Woodbridge, NJ in the previous one year, and that the contract will prohibit the Law Office of Hoagland, Longo, Moran, Dunst & Doukas, LLP from making any reportable contributions through the term of the contract, and

WHEREAS, Maria Bucsanszky, Clerk of the Woodbridge Board of Fire Commissioners, has hereby certified that the amounts of the contract to be awarded exceed \$17,500 and as to availability of adequate funds from the appropriate line items of the official budget to which the contract will be property charged as required pursuant to N.J.A.C. 5:30-5.4.

NOW THEREFORE, BE IT RESOLVED that the Board of Fire Commissioners, Fire District #1, Woodbridge, NJ authorizes John Kenny to enter into a contract with Law Offices of Hoagland, Longo, Moran, Dunst & Doukas, LLP as described herein; and,

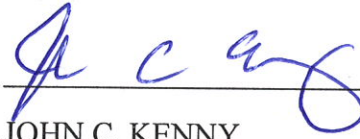
BE IT FURTHER RESOLVED that the two-year Vendor Certification; Business Disclosure Entity Certification, the Determination of Value and the Vendor's NJ Business Registration Certification be placed on file with this resolution and same has been electronically filed with State of New Jersey Chapter 51 Review Unit; and

BE IT FURTHER RESOLVED that the Clerk of the Board of Fire Commissioners, Fire District #1, Woodbridge, NJ shall forthwith cause to be printed once, in a newspaper authorized by law to

publish its legal advertisements, a brief notice stating the nature, duration, service and amount of the contract, and that the resolution and contract are on file and available for public inspection in office of the Clerk, as required by N.J.S.A. 40A:11-5(1)(a)(i).

BE IT FURTHER RESOLVED that this Resolution hereby supersedes and therefore rescinds Resolution 2019-3-4 that was approved at the March 6, 2019 Board meeting.

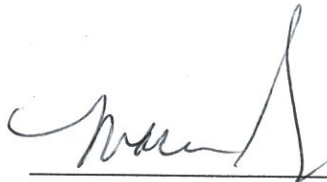
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1



JOHN C. KENNY

ADOPTED: March 4, 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 March 4, 2020.



MARIA BUCSANSZKY – Clerk

WOODBIDGE FIRE DISTRICT NO 1

MONTHLY BILL LIST

March 4, 2020

03/04/20

Date	Num	Name	Memo	Amount
Northfield Bank - Voucher				
02/06/2020	19012	Access Self Storage of Woodb...	Storage Rental Unit #16029 02/18/2020-03/17/2020	-244.00
02/06/2020	19013	Chapel Hill Associates	Computer Support, E-Mail Hosting/Domain Renewal/S...	-1,576.93
02/06/2020	19014	Comcast	Account #8499 05 340 0759387/Internet	-185.84
02/06/2020	19015	Conway Shield	42 - Shields	-1,550.41
02/06/2020	19016	MICHAEL HAPSTAK	Reimbursement - 94 Accountability Tags	-470.00
02/06/2020	19017	Colonia/Woodbridge Corner	1/2 Page Ad - February, March & April	-500.00
02/15/2020	19018	Helene Golden	Poll Worker - Fire Election - February 15, 2020	-150.00
02/15/2020	19019	Joseph Leahy	Custodian - Fire Election - February 15, 2020	-100.00
02/15/2020	19020	Katherine Golden	Poll Worker - Fire Election - February 15, 2020	-150.00
02/15/2020	19021	Kathleen Simeone	Poll Worker - Fire Election -February 15, 2020	-150.00
02/15/2020	19022	Kathryn Howell	Poll Worker - Fire Election - February 15, 2020	-150.00
02/15/2020	19023	Kay McAuliffe	Poll Worker - Fire Election -February 15, 2020	-150.00
02/15/2020	19024	Michael Karafa	Custodian - Fire Election - February 15, 2020	-100.00
02/15/2020	19025	Monica Vitello	Poll Worker - Fire Election - February 15, 2020	-150.00
02/15/2020	19026	Robert Foerch	Poll Worker - Fire Election - February 15, 2020	-150.00
02/15/2020	19027	Sophie Bader	Poll Worker - Fire Election - February 15, 2020	-150.00
02/15/2020	19028	Betty Sullivan	Poll Worker - Fire Election - February 15, 2020 & Sew...	-175.00
02/15/2020	19029	ELECTEC, INC	Absentee Ballots/Voting Machines/Technician - Fire El...	-3,626.50
02/15/2020	19030	John Mitch	Chairman - Fire Election - February 15, 2020	-599.00
02/15/2020	19031	Maria Bucsanszky, E.A.	Preparation - Fire Election - February 15, 2020	-500.00
02/15/2020	19032	Martin Genser	Poll Worker - Fire Election - February 15, 2020	-150.00
02/15/2020	19033	Free Public Library of Sewaren	Building Usage - Fire Election - February 15, 2020 (2:...	-200.00
02/20/2020	19034	S & D Holding	Additional February Rent - 109 Green Street	-1,241.00
02/20/2020	19035	AT&T	A/C# 0555384092001/ Landline 732-636-1725	-43.76
02/20/2020	19036	Comcast	Account #8499 05 340 0528238/TV	-84.77
02/20/2020	19037	MIDDLESEX WATER COMPA...	Hydrant Service -January 2020	-42,335.05
02/20/2020	19038	Verizon Connect	C/S #WOOD028 Monthly Service January 2020	-113.70
02/20/2020	19039	MIDDLESEX WATER COMPA...	Account #6550200000 - Water Charge - 10/28/19 - 02/...	-644.66
02/20/2020	19040	Verizon Wireless - Laptop Mod...	A/C# 982554463-00001/Laptop Modem	-646.27
02/20/2020	19041	Verizon Wireless	Acct# 585555042-00001 - Cell Phones	-550.73
03/01/2020	19042	Catherine Crowe	Reimbursement Health Benefit- February 2020	-329.53
03/01/2020	19043	S & D Holding	Rent -March 2020	-3,000.00
03/04/2020	19044	Access Self Storage of Woodb...	Storage Rental Unit #17030 02/23/2020-03/22/2020	-379.00
03/04/2020	19045	Antonio C. Neves	Reimbursement - Coffee Cups & Coffee	-500.00
03/04/2020	19046	Barnes & Noble College Books...	Book for Personal Trainer: National Certification/Barcel...	-110.30
03/04/2020	19047	Bowco Laboratories Inc	Regular Service -February 2020	-38.00
03/04/2020	19048	Campbell Supply, Inc	Engine Repair - Oil Leak Top of Engine - Engine 2 (1-2)	-781.36
03/04/2020	19049	Christopher Howell	Monthly Fee - March 2020	-4,150.00
03/04/2020	19050	Comcast	Account #8499053401168158/109 Green Street	-300.35
03/04/2020	19051	Dorothy Wilcox	Reimbursement Health Benefits- February 2020	-329.53
03/04/2020	19052	HMH Occupational Health	Invoice #4442198 - Physical	-690.00
03/04/2020	19053	Hoagland, Longo, Moran, Dun...	Professional Services Rendered	-8,200.00
03/04/2020	19054	Home News + Tribune	Account#ASB-076094- Notice Fire Election - Saturday ...	-85.14
03/04/2020	19055	Image First	Laundry Service	-497.00
03/04/2020	19056	John Golden	Reimbursement - Travel Expense for Training (Mileage)	-64.38
03/04/2020	19057	Johnston Communications Voi...	Rewiring - Firehouse	-175.00
03/04/2020	19058	Knot Just Bagels	Refreshments - February 14, 2020 Meeting	-332.17
03/04/2020	19059	Life Insurance Company Of No...	Policy #GL-5474 Volunteer Life Insurance -March 2020	-302.27
03/04/2020	19060	Lowe's	Account 82131319024076/Supplies	-321.42
03/04/2020	19061	Madsen & Howell, Inc	Supplies	-456.46
03/04/2020	19062	Maria Bucsanszky, E.A.	Monthly Fee - March 2020	-5,575.00
03/04/2020	19063	Mary Ann Sofka	2 Hours Transcription for Regular Meeting - February 5...	-50.00
03/04/2020	19064	Mary Karnas	Reimbursement Health Benefits - February 2020	-329.53
03/04/2020	19065	Middlesex Cnty Fire Prev & Pr...	4-Memberships @ \$150.00 Each	-600.00
03/04/2020	19066	New Jersey Career Fire Chiefs...	2020 Members Dues/Golden	-375.00
03/04/2020	19067	PSE&G	A/C#1301369209/FH/Parking Lot	-1,081.52
03/04/2020	19068	Silent Companion Corp	Account #2196 -Semi-Annual Alarm Monitoring	-66.00
03/04/2020	19069	Skylands Area Fire Equipment ...	Turnout Coat & Pants FF Chris Kenny	-3,261.09
03/04/2020	19070	Sophie Bader	Reimbursement - Health Benefits February 2020	-329.53
03/04/2020	19071	Standard Insurance Company	Life Insurance - Policy #136829 - March 2020	-3,821.40
03/04/2020	19072	Staples	6035 5178 2066 2780 Supplies	-123.17
03/04/2020	19073	Stone Mountain Printing	500 - Vouchers	-31.10
03/04/2020	19074	Turnout Fire & Safety	Uniforms/Barcellona	-621.99
03/04/2020	19075	Turnout Rental	2 - Broken Face Shields	-120.00
03/04/2020	19076	Vision Service Plan	Acct# 12 078480 0001 Vision Coverage March 2020	-1,788.80
03/04/2020	19077	W.B. Mason Co., Inc	C/S# C1235200 - Supplies	-349.89
03/04/2020	19078	West Hudson Industries	7-Gold Breast Badges	-1,090.00
03/04/2020	19079	WHEN TO WORK, INC	Sub# 40013804 - Online Scheduling for 12 Months 2020	-200.00
03/04/2020	19080	Access Self Storage of Woodb...	Storage Rental Unit #16007 03/13/2020-04/12/2020	-385.00

Date	Num	Name	Memo	Amount
03/04/2020	19081	Campbell Supply, Inc	Engine Repair - Engine Light On - Tuck 6 (1-2-6)	-748.55
03/04/2020	19082	HMH Occupational Health	Invoice #442348 - OSHA Questionnaire	-25.00
03/04/2020	19083	Knot Just Bagels	Refreshments - Fire Election February 15, 2020	-805.41
03/04/2020	19084	Turnout Fire & Safety	Uniforms/Weber	-67.49
03/04/2020	19085	W.B. Mason Co., Inc	C/S# C1235200 - Supplies	-71.98
03/04/2020	19086	Campbell Supply, Inc	1998 Pierce Repaired - Left Rear Door Handle,Left Re...	-2,432.69
03/04/2020	19087	HMH Occupational Health	Invoice #442347 - Physical	-475.00
03/04/2020	19088	Turnout Fire & Safety	Uniforms/McGrath	-634.98
03/04/2020	19089	Campbell Supply, Inc	Repaired-2006 Amer LaFrance-Broken Telescope Ligh...	-1,573.54
03/04/2020	19090	Turnout Fire & Safety	Uniforms/Fizer	-297.48
03/04/2020	19091	Campbell Supply, Inc	Replaced Windshield - 2006 American Lafrance Truck...	-814.56
03/04/2020	19092	Turnout Fire & Safety	Uniforms/Hines	-334.95
03/04/2020	19093	Campbell Supply, Inc	Replaced Rear Dot Light - 2014 Spartan - Engine# 1 (1...	-16.55
03/04/2020	TEPS	State of New Jersey- Health B...	Retiree Health Benefits -3/1/2020-3/31/2020	-25,951.10
03/04/2020	TEPS	State of NJ- Health Benefits F...	Health & Prescription Active Employees	-76,958.51
03/04/2020	19094	Chapel Hill Associates	Computer Support, E-Mail Hosting/Adobe Acrobat (2 U...	-1,651.50
03/04/2020	19095	Comcast	Account #8499053400759387/Internet	-185.84
03/04/2020	19096	W.B. Mason Co., Inc	C/S# C1235200 - Vertival Wardrobe Combo/109 Gree...	-634.70
03/04/2020	19097	Winner Ford	2020 Ford Transit T150	-44,214.00
03/04/2020	19098	Access Self Storage of Woodb...	Storage Rental Unit #16029 03/18/2020-04/17/2020	-244.00
03/04/2020	19099	Campbell Supply, Inc	Broken Engine Hose- 2014 Spartan - Engine# 2 (1-2)	-1,730.98
03/04/2020	19100	Elizabethtown Gas	Account #2164284700/Firehouse 01/23/2020 - 02/25/...	-838.35
03/04/2020	19101	Joshua Marcus Group	Locker Name Tag	-80.00
03/04/2020	19102	Campbell Supply, Inc	Air Leak _Quick Release Valve- 2014 Spartan - Engine...	-1,609.44
Total Northfield Bank - Voucher				-260,475.15
TOTAL				-260,475.15