

**Minutes of the Regular Meeting of the Board of Fire Commissioners, Fire District No. 1 was held on Tuesday, August 4, 2020 at 7:00 P.M.**

Commissioner John C. Kenny called the meeting to order.

Commissioner John C. Kenny – 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 board of the fire house and the post offices of Woodbridge and Sewaren.

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

A moment of silence was observed for our departed members and for all those who have suffered through this pandemic.

**PRESENT:** Commissioner John C. Kenny, Commissioner Todd Howell (via Zoom), Commissioner Robert Minkler, Sr., Commissioner Patrick Kenny.

**EXCUSED:** Commissioner Jeffrey Moran, Clerk – Maria Bucsanszky

**ALSO PRESENT:** Attorney – Christopher Howell (via Zoom)

Commissioner J.C.K.: I need a motion to approve the minutes of the previous meeting.

Commissioner Patrick Kenny made a motion to approve the minutes of the June 30, 2020 Special Meeting and the July 1, 2020 Regular Meeting which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner J.C.K.: Okay for the Committee Reports I would like to, because with the situation going on today, have a motion and a second that all Committee Reports be part of the record.

Commissioner Robert Minkler, Sr. made a motion to approve that all Committee Reports be part of the record which was seconded by Commissioner Patrick Kenny and carried unanimously.

Commissioner J.C.K.: Okay, we’ll move on to the Report of Payroll and Bills.

**The report of Payroll and Bills for August, 2020:**

Commissioner J.C.K.: The report of Payroll and Bills for the month of August, 2020.

Bills: \$242,083.52

Commissioner Robert Minkler, Sr. made a motion to accept the Payroll and Bills plus the add-on bills which was seconded by Commissioner Patrick Kenny and carried unanimously except for Commissioner Robert Minkler, Sr. abstaining on 19480 and voting yes on all others and Commissioner Todd Howell abstaining on (inaudible)

**TREASURER’S REPORT:**

Commissioner J.C.K.: We have to hold the Treasurer’s Report until the next meeting.

**COMMUNICATIONS:**

Commissioner J.C.K.: All Communications were passed through to the Commissioners. Unfinished Business – Commissioner P. Kenny.

**UNFINISHED BUSINESS:**

Commissioner P.K.: I have none.

Commissioner J.C.K.: Commissioner Minkler.

Commissioner R.M.: None at this time sir.

Commissioner J.C.K.: Commissioner Howell.

Commissioner T.H.: I have none.

Commissioner J.C.K.: Under Unfinished Business I just need a motion to certify the Civil Service for the Civil Service list.

Commissioner Robert Minkler, Sr. made a motion to certify the Civil Service for the Civil Service list which was seconded by Commissioner Patrick Kenny and carried unanimously.

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

**NEW BUSINESS:**

Commissioner P.K.: I have none.

Commissioner J.C.K.: Commissioner Minkler.

Commissioner R.M.: None at this time.

Commissioner J.C.K.: Commissioner Howell.

Commissioner T.H.: I have none at this time sir.

Commissioner J.C.K.: Okay I have two Resolutions. Please give me a second, we are having computer difficulties. Attorney Chris Howell, do you have the numbers of those two Resolutions?

Christopher Howell, Attorney: I did send them to you through your email.

Commissioner J.C.K.: Yeah, we got internet problems here.

Christopher Howell, Attorney: Can you hear me?

Commissioner J.C.K.: Yes.

Commissioner R.M.: Here you go.

Commissioner J.C.K.: Okay so here we go I got the numbers. So, I need to get a motion for Resolution 2020-8-1.

Commissioner Robert Minkler, Sr. made a motion at approve Resolution 2020-8-1 which was seconded by Commissioner Patrick Kenny and carried unanimously.

Commissioner J.C.K.: Okay then I have Resolution 2020-8-2. I need a motion.

Commissioner Robert Minkler, Sr. made a motion to approve Resolution 2020-8-2 which was seconded by Commissioner Patrick Kenny and carried unanimously.

Commissioner J.C.K.: Okay, we'll move on to the Chief's Report, Chief Hapstak.

**CHIEF'S REPORT:**

	<u>2019</u>	<u>2020</u>
July calls	49	79
Year to Date	423	293

Chief Hapstak: That is my report sir.

Commissioner J.C.K.: Thank you very much Chief. 109.


**REMARKS OR COMMENTS FROM THE AUDIENCE:**

Local 109: All the area reports were submitted to the Commissioners previous to the meeting.

Commissioner J.C.K.: Okay, any other Remarks or Comments From The Audience?  
Okay I need a motion to adjourn

Commissioner Robert Minkler, Sr. made a motion to adjourn the Regular Meeting at 7:06 P.M. which was seconded by Commissioner Patrick Kenny and carried unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Maria Bucsanszky". The signature is fluid and cursive, with a prominent vertical stroke at the end.

Maria Bucsanszky  
District Clerk

**RESOLUTION 2020-8-1**

**RESOLUTION FOR MEMBER PARTICIPATION IN A COOPERATIVE PRICING SYSTEM; AUTHORIZING THE WOODBRIDGE BOARD OF FIRE COMMISSIONERS, FIRE DISTRICT #1 TO ENTER INTO A COOPERATIVE PRICING AGREEMENT TO ENTER INTO A COOPERATIVE CONTRACTING AGREEMENT WITH THE CRANFORD POLICE COOPERATIVE PRICING SYSTEM**

**WHEREAS**, N.J.S.A. 40A:11-15(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

**WHEREAS**, the Cranford Police Cooperative Pricing System (ID#47-CPCPS), hereinafter referred to as the “Lead Agency” has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services; and

**WHEREAS**, the Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey; and

**WHEREAS**, the Cooperative Pricing System is authorized by N.J.S.A. 40A:11-11 and has been approved by the Division of Local Government Services in the Department of Community Affairs pursuant to N.J.A.C. 5:34-7.1 et seq., and

**WHEREAS**, the Woodbridge Board of Fire Commissioners, Fire District #1 desires to be a Participating Member hereinafter referred to as the “Member” in a “recognized cooperative purchasing organization” known as Cranford Police Cooperative Pricing System (ID#47-CPCPS); and

**WHEREAS**, on August 4, 2020 the governing body of the Woodbridge Fire Department, County of Middlesex, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services.

**NOW, THEREFORE, BE IT RESOLVED** this Resolution shall be known and may be cited as the Cooperative Pricing Resolution of the Woodbridge Fire Department, District #1; and

**BE IF FURTHER RESOLVED** the Woodbridge Board of Fire Commissioners, pursuant to the provisions of N.J.A.C. 5:34-7.1 et seq. and N.J.S.A. 40A:11-11(5) hereby authorizes the President and Clerk to execute a Cooperative Pricing Agreement with the “Lead Agency” Cranford Police Cooperative Pricing System for the purchase of vehicles on behalf of the Woodbridge Board of Fire Commissioners, District #1; and

**BE IT FURTHER RESOLVED**, the Woodbridge Board of Fire Commissioners, District #1 does hereby stipulate and agree that it desires to be a Registered Member of the Cranford Police Cooperative Pricing System with contract purchasing benefits in accordance with the terms and conditions of the applicable agreement, and that the Cranford Police Cooperative Pricing System hereby grants said Membership to the Woodbridge Board of Fire Commissioners, District #1.

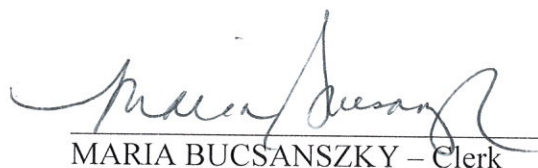
This Resolution shall take effect immediately upon final passage.

BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT #1

  
JOHN C. KENNY – President

ADOPTED: August 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 August 4, 2020.

  
MARIA BUCSANSZKY – Clerk

## RESOLUTION 2020-8-2

**WOODBIDGE BOARD OF FIRE COMMISSIONERS, DISTRICT #1  
RESOLUTION AUTHORIZING THE ACQUISITION OF ONE (1) NEW  
2020 CHEVROLET TAHOE POLICE PURSUIT VEHICLE THROUGH  
THE CRANFORD COOPERATIVE PRICING PROGRAM CONTRACT  
(ID#47-CPCPS).**

**WHEREAS**, the Woodbridge Fire Department is a party to a cooperative purchasing agreement with the Cranford Cooperative Pricing Program(ID#47-CPCPS), a purchasing program pursuant to the Local Public Contracts Law, N.J.S.A. 40A: 11-10; and

**WHEREAS**, the Local Public Contracts Law authorizes a municipality to acquire goods and services through a duly formed purchasing system without advertising for bids; and

**WHEREAS**, the Woodbridge Fire Department is in need of acquiring one (1) new 2020 Chevrolet Tahoe police pursuit vehicle, for use by the Fire Department; and

**WHEREAS**, the Cranford County Cooperative Pricing Council has awarded a contract (Contract #47-CPCPS, Item #8A) to Gentilini Motors Fleet, 500 John S. Penn Boulevard, Woodbine, New Jersey; and

**WHEREAS**, the procurement of goods and services through a cooperative purchasing program is an "open and fair" process under the New Jersey Pay-to-Play law, N.J.S.A. 19:44A-20.5 et seq.; now therefore

**BE IT RESOLVED**, by the Woodbridge Board of Fire Commissioners, District #1 that the President accept the quote provided by Gentilini Chevrolet through the Cranford County Cooperative Pricing Council (Contract #47-CPCPS, Item #8A) for the lease of one (1) new 2020 Chevrolet Tahoe police pursuit vehicle, for use by the Fire Department, in an amount not to exceed \$37,360.00.

BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT #1

  
\_\_\_\_\_  
JOHN C. KENNY – President

ADOPTED: August 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 August 4, 2020.

  
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MARIA BUCSANSZKY – Clerk



7/30/20

**WOODBIDGE FIRE DISTRICT NO 1**  
**MONTHLY BILL LIST**  
 August 4, 2020

Date	Num	Name	Memo	Amount
<b>Northfield Bank - Voucher</b>				
07/02/2020	19438	PSE&G	ACCOUNT #6600081007 - 109 GREEN ST - ADMIN &...	-503.24
07/02/2020	19439	Access Self Storage of Woodb...	Storage Rental Unit #16007 07/13/2020 - 08/12/2020	-385.00
07/02/2020	19440	Chapel Hill Associates	Workstation/Server Support/Maintnance, Email Hostin...	-1,316.75
07/02/2020	19441	Image First	Acct#43-WOODB000-Laundry Service	-248.50
07/02/2020	19442	Michael Balog	OSHA Respiratory Protection Virtual Learning 061520...	-750.00
07/02/2020	19443	Access Self Storage of Woodb...	Storage Rental Unit #16029 06/2020 - 07/2020	-244.00
07/02/2020	19444	PSE&G	ACCOUNT #1301369209/FH & Parking Lot	-544.29
07/02/2020	19445	Lexipol	ANNUAL FIRE POLICY MANUAL & TRAINING BULL...	-8,900.00
07/21/2020	19446	AT&T	A/C# 0555384092001/ Landline 732-636-1725	-43.18
07/21/2020	19447	Comcast	Account #8499053400528238/TV	-84.74
07/21/2020	19448	Deluxe	C/S#994058 542069/500 - 1000 Voucher Checks	-444.66
07/21/2020	19449	Rutgers School of Social Work	OSHA -2225 Respiratory Protection June 15, 2020 - J...	-750.00
07/21/2020	19450	Verizon Wireless	Acct# 585555042-00001 - Cell Phones	-355.01
07/21/2020	19451	Verizon Wireless - Laptop Mod...	A/C# 982554463-00001/Laptop Modem	-824.87
08/01/2020	19452	Catherine Crowe	Reimbursement Health Benefits - July 2020	-329.53
08/01/2020	19453	S & D Holding	Rent - August 2020	-3,000.00
08/04/2020	19454	Access Self Storage of Woodb...	Storage Rental Unit #16029 07/18/2020-08/17/2020	-244.00
08/04/2020	19455	Agin Signs and Designs	Reflective Lettering Package for Ford F450 Utility Body	-2,200.00
08/04/2020	19456	Airtec Service Inc	Account #101744 -Repair A/C - Dorm, Replaced Circui...	-1,187.00
08/04/2020	19457	Amazon Capital Services	SD Card Security Digital Memory Card with Camera C...	-27.88
08/04/2020	19458	Atlantic Tire and Supply	Repaired Tire - 2017 Ford Exp (1-3-5)	-20.00
08/04/2020	19459	Bowco Laboratories Inc	Regular Service -July 2020	-38.00
08/04/2020	19460	Campbell Supply, Inc	New Mirror	-30.00
08/04/2020	19462	Christopher Howell	Monthly Fee - August 2020	-4,150.00
08/04/2020	19463	Delta Dental Plan of NJ	Group# 01063 - Dental Coverage 08/01/2020 - 08/31/...	-8,334.60
08/04/2020	19464	Electronic Service Solutions, Inc	Channel Select Not Working Properly - Reprogrammed	-393.75
08/04/2020	19465	FF1 Professional Safety Servic...	5-Gripper Hose System & 10 200 Foot Hose Straps	-1,713.10
08/04/2020	19466	General Graphics	1000 Bottles Hand Sanitizers Custom Printed Labels	-1,150.00
08/04/2020	19467	Hoagland, Longo, Moran, Dun...	Professional Services Rendered	-3,800.00
08/04/2020	19468	Home News + Tribune	Account#ASB-076094- Notice - Special Meeting June ...	-10.32
08/04/2020	19469	Image First	Acct#43-WOODB000-Laundry Service	-284.50
08/04/2020	19470	Jim'Signs	1 - Engraved UV Stable Exterior Grade Acrylic - Exten...	-33.45
08/04/2020	19471	Life Insurance Company Of No...	Policy #GL-5474 Volunteer Life Insurance -August 2020	-299.45
08/04/2020	19472	LifeSavers, Inc	Adult AED Pads (2)	-69.54
08/04/2020	19473	Madsen & Howell, Inc	Supplies	-467.79
08/04/2020	19474	Maria Bucsanszky, E.A.	Monthly Fee - August 2020	-5,575.00
08/04/2020	19475	Marie Gould	Reimbursement Health Benefits - July 2020	-329.53
08/04/2020	19476	Mary Ann Sofka	1/2 Hour Transcription for Special Meeting - June 30, ...	-12.50
08/04/2020	19477	Mary Karnas	Reimbursement Health Benefits - July 2020	-329.53
08/04/2020	19478	Metuchen Mower Inc	Red Max String Trimmer	-245.00
08/04/2020	19479	Michael Mastanduno	College Reimbursement Fire Behavior & EMS Manage...	-891.00
08/04/2020	19480	Middlesex County Fire Academy	Course: Firefighter 1/Fee, Collado, Hanley	-708.00
08/04/2020	19481	New Jersey State League of M...	League Magazine Subscription - 10/2020 - 06/2021	-25.00
08/04/2020	19482	NJ Advance Media (Star Ledger)	Account #XWOOD2393022 -Notice - Special Meeting ...	-34.10
08/04/2020	19483	NJIAAI	2020 AGM Training/M. Minkler	-525.00
08/04/2020	19484	Sophie Bader	Reimbursement Health Benefits - July 2020	-329.53
08/04/2020	19485	Standard Insurance Company	Life Insurance - Policy #136829 - August 2020	-3,756.36
08/04/2020	19486	Staples	6035 5178 2066 2780 Supplies	-104.16
08/04/2020	19487	Superior Office Systems, Inc	Account #EDH608-001 - Usage Charges 04/02/2020 - ...	-139.29
08/04/2020	19488	Survivor Fire & Safety Equipm...	Kitchen System Inspection - Dry/Wet Chem Sys Injecti...	-215.50
08/04/2020	19489	United Parcel Service	Account #XV0896 - Shipping	-1.36
08/04/2020	19490	Verizon Connect	C/S #WOOD028 Monthly Service July 2020	-97.14
08/04/2020	19491	Vision Service Plan	Acct# 12 078480 0001 Vision Coverage August 2020	-1,768.00
08/04/2020	19492	Access Self Storage of Woodb...	Storage Rental Unit #17030 07/23/2020 - 08/22/2020	-390.00
08/04/2020	19493	Campbell Supply, Inc	C/S Requested Reviewing Items from 9/2019 Ser/2006...	-90.00
08/04/2020	19494	FF1 Professional Safety Servic...	Ponn Supreme Double Jacket Hoses (20)	-4,631.00
08/04/2020	19495	Image First	Acct#43-WOODB000-Laundry Service	-305.68
08/04/2020	19496	Madsen & Howell, Inc	Supplies	-696.90
08/04/2020	19497	Mary Ann Sofka	2 Hours Transcription for RegularMeeting - July 1, 2020	-50.00
08/04/2020	19498	New Jersey Fire Equipment Co	Hydro Test Rings Recharged	-476.00
08/04/2020	19499	Campbell Supply, Inc	1 1/2 Nut Cover	-15.78
08/04/2020	19500	Image First	Acct#43-WOODB000-Laundry Service	-284.69
08/04/2020	19501	Madsen & Howell, Inc	Supplies	-129.48
08/04/2020	19502	New Jersey Fire Equipment Co	GLOBE - Pull on Leather Boots	-402.00
08/04/2020	19503	Madsen & Howell, Inc	Supplies	-184.26
08/04/2020	TEPS	State of New Jersey- Health B...	Retiree Health Benefits -8/01/2020-8/31/2020	-25,726.28
08/04/2020	TEPS	State of NJ- Health Benefits F...	Health & Prescription Benefits - August 2020 Active E...	-76,120.77
08/04/2020	19504	Spectrotel	Account #34348656/Clerk	-53.13
08/04/2020	19505	V. E. Ralph & Son, Inc	EMS Supplies	-567.64

Date	Num	Name	Memo	Amount
08/04/2020	19506	Spectrotel	Account #348180/Cad/Landline?fire Alarm/Solar	-140.80
08/04/2020	19507	Board of Fire Commissioners ...	3RD QTR 2020 DISPATCH	-19,144.23
08/04/2020	19508	Campbell Supply, Inc	Aerial Repair - Aerial PTO Leaking - Truck #6 (1-2-6)	-8,959.63
08/04/2020	19509	Comcast	Account #8499053401168158/Phone, Internet - 109 Gr...	-397.66
08/04/2020	19510	Image First	Acct#43-WOODB000-Laundry Service	-284.69
08/04/2020	19511	Lowe's	Account 82131319024076/Supplies	-345.57
08/04/2020	19512	Margaret Sulej	Cleaning 109 Green Street	-180.00
08/04/2020	19513	Michael Mastanduno	Reimbursement - College Tuition - Community Risk Re...	-445.50
08/04/2020	19514	MIDDLESEX WATER COMPA...	Hydrant Service -July 2020	-42,335.05
08/04/2020	19515	PSE&G	ACCOUNT #1301369209/FH & Parking Lot	-860.15
08/04/2020	19516	Survivor Fire & Safety Equipm...	Fire Extinguisher Inspection	-169.50
08/04/2020	19517	Access Self Storage of Woodb...	Storage Rental Unit #16007 08/13/2020-09/12/2020	-385.00
08/04/2020	19518	Madsen & Howell, Inc	Supplies	-48.95
Total Northfield Bank - Voucher				-242,083.52
<b>TOTAL</b>				<b>-242,083.52</b>