

Minutes of the regular meeting and budget hearing for 2020 of the Board of Fire Commissioners, Fire District No. 1 was held on Wednesday, December 4, 2019 at 6:05 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 our departed members and for our men and women serving overseas.

PRESENT: Commissioner Todd Howell, Commissioner Jeffrey Moran, Commissioner John C. Kenny, Commissioner Patrick Kenny, Commissioner Robert Minkler, Sr. (Arrived 6:35 P.M.)

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

Commissioner J.C.K.: So this meeting will start tonight and the first thing we’re working on is the Budget for 2020 and as always we will start...if you turn to Page 2 of your sheet, read the numbers and then Maria...if there is something that she wants to explain she can explain or if you have a question on it you can feel free to ask questions. The first one will be 503. Right now it seems last year does anyone have any issues with that?

Commissioner T.H.: None.

Commissioner J.C.K.: Okay, Item 600 Maria.

Maria Bucsanszky: Yes Item 600 is based on the CBA and I went through the roster and I adjusted the items respectively. 2020 will have a 53rd week of pay so I added an extra week of pay into that calculation.

Commissioner J.C.K.: Okay, anybody have any questions on that?

Commissioner T.H.: No.

Commissioner J.C.K. Okay we’ll move on to 504. Maria do you want to....

Maria Bucsanszky: That is the same based on the CBA for 2020 and the personnel assigned to that division that is the amount for 2020.

Commissioner J.C.K.: Okay, any questions for that? Alright then we'll turn over to Page 3 and it will be 518 which is the same as last year just a big item there so....

Commissioner T.H.: Keep the Line Item?

Commissioner J.C.K.: Right just keep the Line Item on. Then we'll move to 515, Maria.

Maria Bucsanszky: That is a quote from the State for police and fire and the Public Employee Pension System. As you can see it's an increase of almost \$60,000.00 from the current year.

Commissioner J.C.K.: Okay, anybody have any questions on that? Okay 551 that's another one you got to just put an amount in there to just keep that Line Item open. 520 – Maria.

Maria Bucsanszky: Those are payroll taxes based on Page Two's payroll figures; 520 and 521 are calculated based on that.

Commissioner T.H.: Okay.

Commissioner J.C.K.: Okay, anybody have any questions on that there? Okay we'll move on to 521.

Maria Bucsanszky: That is the same as 520 based on payroll the taxes for the State.

Commissioner J.C.K.: Okay, moving on to 516 Maria.

Maria Bucsanszky: Yes Employee Benefits. The State has reduced health premiums by 4.3% so the figures you see there for Major Medical and Drug Prescription Plan is based on the reduction and premium and the current personnel with new hires potentially included; same thing with Life and Vision. Dental is forecasted with a 5% increase. Then the Life Insurance Policies – JFK Occupational for the fit testing and so forth and the retirees Medicare reimbursement which I increased slightly based on several retirees are at the age of 65 in 2020.

Commissioner J.C.K.: Anybody got any questions on that there? Okay then we'll move on to 358.

Commissioner T.H.: That's the LOSAP?

Maria Bucsanszky: That is, yes.

Commissioner J.C.K.: Okay.

Commissioner T.H.: Just leave that.

Commissioner J.C.K.: Okay we'll move then to Page 4 and we'll start with A-6.

Maria Bucsanszky: That number is provided by the State through the Township.

Commissioner J.C.K.: Okay, did we receive those funds?

Maria Bucsanszky: This year we did. We received a nickel more than what we believed we could be getting so I always use the same amount as received because the State DCA does question this amount so if I can show that we actually did receive it in the current year they allow the same figure to be budgeted for the next year.

Commissioner J.C.K.: Okay, any questions on that? 508, it looks like you gave it a little bump by looking at the Actual that have gone on this year.

Maria Bucsanszky: Correct. You'll see the eleven month Actuals so based on that I increased it about \$1,500.00.

Commissioner J.C.K.: Okay, any questions on that? Anybody got anything to adjust or anything? Okay 509. It looks like you're holding that steady with several items that are coming up in the New Year.

Maria Bucsanszky: Correct.

Commissioner J.C.K.: So any questions on that?

Commissioner T.H.: Nope.

Commissioner J.C.K.: Okay 510. I presume that is...

Maria Bucsanszky: Staying the same.

Commissioner J.C.K.: Okay.

Maria Bucsanszky: No increase.

Commissioner J.C.K.: Okay. 511 is staying the same also?

Maria Bucsanszky: Yes, the auditor has not submitted his bill yet for the budget finalization.

Commissioner J.C.K.: Okay.

Maria Bucsanszky: So we'll be at that mark.

Commissioner J.C.K.: Okay 512.

Maria Bucsanszky: My fee for next year is holding the same.

Commissioner J.C.K.: Okay 514.

Maria Bucsanszky: That is the JIF and we also always budget the 10% deductible that we would have to pay out should we have to pay out something so it's the premium plus the deductible.

Commissioner J.C.K.: Okay, anybody have any questions there?

Commissioner T.H.: No.

Commissioner J.C.K.: Okay 517 I know that's a place holder to keep that Line Item open. 523 I see we made an adjustment there...no it's the same as last year.

Maria Bucsanszky: Correct. I think it's fair even if there are special events next year.

Commissioner J.C.K.: Okay 524. I see we actually were more on this than what we thought we were going to be.

Maria Bucsanszky: That is the setup of the Chief's Office and Deputy Chief's Office.

Commissioner J.C.K.: Okay.

Maria Bucsanszky: So I would anticipate maybe next year having the same, you know a flat.

Commissioner J.C.K.: Okay.

Commissioner P.K.: I have one question.

Commissioner J.C.K.: Go ahead.

Commissioner P.K.: Are we going to, when we revamp here, are we going to need anything up here to Chief Golden for the office?

Chief John Golden: One of the things we're going to talk about in closed session is the revamping of and are we going to be able to remove this and what we need to buy new. Some of the discussion is can that furniture be taken apart and moved if need be. We're looking into it right now. That is why the actual is a little higher.

Commissioner P.K.: I understand that.

Chief John Golden: We may have to be a little higher in this Line Item just based on the availability of taking what is existing and being able to move that.

Commissioner P.K.: I just wanted to put a question mark there if that money goes up. We might have to move that one up higher.

Commissioner J.C.K.: Well which one?

Commissioner P.K.: The furniture.

Chief John Golden: The furniture.

Commissioner J.C.K.: Well what ones do we got to move?

Chief John Golden: Well based on this discussion of what's going to happen in closed session on 109 Green is the Bureau being moved over there and if their furniture is going to be able to be taken apart and moved or are there going to be three more desks over there plus the 2nd Battalion.

Commissioner J.C.K.: Okay.

Chief John Golden: If he doesn't have a desk yet and I think in that Line Item if I'm correct not just the furniture but some of the electrical work was done so with that or somewhere else.

Maria Bucsanszky: That was at actually 109.

Chief John Golden: So that's just strictly furniture.

Commissioner J.C.K.: Okay.

Chief John Golden: We may be looking at four new desks and four new seats.

Commissioner J.C.K.: A vast majority of that can come out of Dedicated Finds and Fees.

Chief John Golden: The Dedicated Finds and Fees are going to cover their desks.

Commissioner J.C.K.: Alright thank you, we'll use a question mark there. Okay very good. 535 is okay. 560 is the same which is still okay. 601.

Maria Bucsanszky: We have a quote; they went up 2%.

Commissioner J.C.K.: Okay, not much to talk about there. 610.

Commissioner T.H.: Looks like we'll hold the same as this year.

Commissioner J.C.K.: Yup. 615 we'll hold the same there which looks like we're okay with that number. 616 – holding the same. 620 – looks like we're okay there. 621.

Maria Bucsanszky: I should have made that bold, I meant that one, but we're over-budget at this point.

Commissioner J.C.K.: Okay, is this portable equipment or is this.....

Maria Bucsanszky: We just had a big Motorola bill. I think that really threw us over.

Commissioner T.H.: That was 50 some thousand.

Commissioner P.K.: Would that be for the radios that were supposed to be paid out of Dedicated Funds from the Fire Prevention Bureau maybe?

Maria Bucsanszky: Is it?

Commissioner P.K.: Maybe we just charged it to the wrong Line Item and then we might not be bad on that.

Maria Bucsanszky: Okay.

Commissioner P.K.: You might want to check with the Chief.

Maria Bucsanszky: It is the Bureau? Okay, that's fine.

Commissioner P.K.: If that was for the portables that was supposed to come out of Dedicated Funds.

Maria Bucsanszky: Okay, that can be reclassified then.

Commissioner J.C.K.: Okay.

Commissioner P.K.: So then you might not be bad in that.

Commissioner J.C.K.: Then we're looking okay.

Commissioner P.K.: Maybe that's why it's not bold.

Maria Bucsanszky: Maybe subconsciously. Thank you that was a good save; thanks

Commissioner T.H.: That makes sense.

Maria Bucsanszky: Windows knew I didn't; there you go.

Commissioner J.C.K.: 625, I think we're still holding okay there. 626 looks like we're doing good so far this year on that. 640 – Maria.

Maria Bucsanszky: I forecasted a 4% increase just in case so then drop it back down or leave it there?

Commissioner P.K.: I'd leave it where it is. We're not due for another increase until I think next year; the year after I should say.

Maria Bucsanszky: 2021.

Commissioner P.K.: Yeah.

Maria Bucsanszky: Okay.

Commissioner J.C.K.: Yeah but we could have...but if there is more pipe that we put in the ground or anything like that....

Commissioner P.K.: I'd leave it there but there is not supposed to be an increase.

Maria Bucsanszky: Okay.

Commissioner J.C.K.: Okay 655. It looks like we're doing well there. 656 it looks like we're doing well there. 658 it looks like we're doing well there. 670 we're not doing well there.

Maria Bucsanszky: A lot of things come out of Dedicated Finds and Fees.

Commissioner J.C.K.: Okay. 671 we're holding the Line there. 675...

Commissioner P.K.: It's going to be the same.

Commissioner J.C.K.: Okay and 701 this is I think the last year of that.

Maria Bucsanszky: Yes.

Commissioner J.C.K.: Have you heard anything Pat about what's coming up in the future?

Commissioner P.K.: This is the last year for that. I think next year, the 2021 Budget, right we should be (inaudible)

Commissioner J.C.K.: Okay, so we move on to Page 5. 706 – I know Maria made an adjustment there because that is an Item that can be used in areas so and then on 710 we kept that the same. 720 is now...

Maria Bucsanszky: 722, the next one, is renamed.

Commissioner J.C.K.: Okay, what about 720?

Commissioner P.K.: Is that going to go bye, bye now?

Maria Bucsanszky: Well that's School Street so we don't have that rent anymore.

Commissioner J.C.K.: Right.

Maria Bucsanszky: So that's closed out.

Commissioner P.K.: That'll close out and then we'll just have 722 now.

Maria Bucsanszky: Which is 109 Green Street.

Commissioner J.C.K.: Right.

Maria Bucsanszky: And Access Storage too, both.

Commissioner P.K.: Correct.

Commissioner J.C.K.: Is that enough there Maria?

Maria Bucsanszky: Yes, based on the potential Other Space and Utilities yes that's fine.

Commissioner J.C.K.: Okay, 721. I know that this Line Item here the reason that it's at that number then that brings that Line Item to the max of what was voted to be approved by the voters.

Maria Bucsanszky: Right, back in 2006 so that will be the max.

Commissioner J.C.K.: Right. 729 that is an item that I think is from the Chief that is what about a need and there's a new program out there instead of...so 724 we don't have anything there. 719 I think Maria we kept that there just in case there are any volunteers that do submit for the education.

Maria Bucsanszky: Correct.

Commissioner J.C.K.: 730, as you can see is blank. 711 is blank but then based on the sub of 711 we have that adjusted and we did buy some major purchases this year

on that Line Item so we should have more than enough there. If we need to we can always adjust in November if we have to.

Commissioner T.H.: Alright.

Commissioner J.C.K.: And then 723 is a reserve there that's not putting anything there. So then we go back to Page 1 Maria?

Maria Bucsanszky: Correct.

Commissioner J.C.K.: Okay. You want me to go through Page 1?

Maria Bucsanszky: Yup. The Revenue side, Fire Prevention Dedicated Fines and Fees, that is to cover the rent at 109 and also the Bureau expenses so that figure is balancing it out. Utilities – the SRECS – the income from that is forecasted to be about \$10,000.00. I'll skip A1 for the moment. A4 is the interest earned at the bank and we have been getting excellent rates so I forecasted a \$25,000.00 increase there just to be conservative; we're actually over that this year. The Retirement Reserve I forecasted perhaps one to two employees at any time going so I'm just cushioning that there. LEA Rebates – I have a quote from the state that's actual. Permits and Fines from the Bureau is a solid estimate. Supplemental Fire Services Grant is what we received from the township, \$6873. Miscellaneous Income – The amount raised by taxation is the amount we're allowed to go up which is 2% plus the extra pension liability plus in your packets I have the CAP levy calculation. It's the 2% increase, the extra \$60,000.00 for the pension increase and we have new construction ratable of \$37,000.00 so our tax levy is \$8,217,782.00. Now with all the expenses that we have we need to use Fund Balance of \$591,634.00 to balance. So the Retirement Reserve, the Fund Balance Unrestricted and the Fire Prevention Dedicated Fines and Fees is the Fund Balance we're using and it comes to \$791,634.00. Now you'll notice Total Ratable has decreased by \$20 million from this year, the current year 2019 to 2020 so we're going up 2% as we can but because of the adjustment to ratable we're going up four cents.

Commissioner J.C.K.: And last year we went up...

Maria Bucsanszky: Last year we went up, because of the new vehicle purchase, we went ten cents from 2018 to 2019. We average always four cents, that's the norm.

Commissioner J.C.K.: Okay. Alright, anybody got any questions for the Budget or any adjustments?

Commissioner T.H.: No.

Commissioner J.C.K.: Okay so do you want to introduce it?

Maria Bucsanszky: Yes, Resolution #2019-12-2 is the Introduction of the 2020 Budget. I would need a motion to approve.

Commissioner Jeffrey Moran made a motion to approve Resolution #2019-12-2 Introduction of the 2020 Budget which was seconded by Commissioner Patrick Kenny and carried unanimously by a roll call vote – Commissioner John Kenny – Yes; Commissioner Todd Howell – Yes; Commissioner Patrick Kenny; Commissioner Jeffrey Moran – Yes. Commissioner Robert Minkler Sr. is not present for the vote.

Commissioner J.C.K.: He will be here shortly so I'll ask him then.

Maria Bucsanszky: Yes, sure, fine.

Commissioner J.C.K.: And just so everybody knows too I think if you see something that you want to change then you can speak up. I think we're allowed to move...if we want to make an adjustment I think in January you're allowed to....

Maria Bucsanszky: Oh it's to amend the Budget?

Commissioner J.C.K.: Yeah.

Maria Bucsanszky: Once it's introduced?

Commissioner J.C.K.: Yeah.

Maria Bucsanszky: Yes, if you wish to make any major changes we can still amend before the Public Hearing in January.

Commissioner T.H.: Before the January meeting?

Commissioner J.C.K.: Yes.

Maria Bucsanszky: January 2nd is the Public Hearing.

Commissioner J.C.K.: And we should have whether we approved that budget.

Maria Bucsanszky: By then, yes.

Commissioner J.C.K.: Okay, with that we'll go right into the regular order of business.

Commissioner Todd Howell made a motion to approve the minutes of the October 30th, 2018 Regular Meeting which was seconded by Commissioner Jeffrey Moran and carried unanimously.

Commissioner J.C.K.: Now we'll move into the Committee Reports and we will 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.: Thank you. No outstanding Personnel issues. Training – the new hires completed Fire One. The Middlesex Fire Academy will be commencing in-house training in apparatus operations and pumping procedures. That's my report Mr. President.

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

APPARATUS AND VEHICLES:

Commissioner T.H.: Thank you. I'll report on Engine 1-1 and also on 1-2 (inaudible) was checking the snow chains for a recall issue. Back to Engine 1-1 the rear (inaudible) is supposed to be replaced on the rear of the vehicle and that will be addressed by Campbell also. 1-2 the roll up doors and alarms are being repaired, the headlights have been repaired and on Engine 1-3 the ladder rack hydraulic cylinder was repaired and several tank fill valves, drive shaft and pump sealers repaired and the front tie rod ends and front end alignment was given. Also the engine had the valves addressed to address a miss fire issue. On Truck 1-2-6 we had some light issues from various lights here and there and switches that were repaired and the flow minder on the aerial was not working and that's been addressed. Officer's vehicle 1-3-5 had some work done on the rear end which involved replacing the clutch pack; this was not warrantee work it's too old. 1-3-4 the passenger front corner stripe was repaired. And on 1-3-7 a ruptured brake line is being repaired and there were various other issues with several of our smaller apparatus – generators, lawnmowers etc. and they were sent out to AP Repair for various repairs. And that's the end of report. I'll ask that you make this part of the minutes; the entire report.

Commissioner R.M.: Any questions? Okay we'll move on to Buildings and Grounds.

BUILDINGS AND GROUNDS:

Commissioner P.K.: Thank you sir. The monthly Building Report for December – Cummings repaired the building generator, replaced the gas regulator and shut off on October 29th. Bowco did the monthly treatment. The dorm room was deep cleaned by Tours One and Two on November 12th, 16th and 17th. Dunigan's staff smelled gas on Bay One and noticed the heater was on and found a bad gas modular heater in Bay One. The heater was disconnected so it cannot be turned on. They also worked on the meter room and parts needed to be ordered. As of 12/2 the parts were not here.

They have been pending as of November 11th. The watch desk radio tower was repaired by Eddie Kern on November 21st and the building was decorated for the holidays on November 29th and 30th and I believe the building had their yearly fire inspection from Avenel District #5.

Chief John Golden: It's scheduled for this week.

Commissioner P.K.: It's scheduled for this week. That's the monthly December Building Report.

Commissioner J.C.K.: Okay, any questions on Buildings and Grounds? Okay we'll continue on and we will circle back. We're move on to Payroll and Bills.

The report of Payroll and Bills for November, 2019:

Maria Bucsanszky: The report of Payroll and Bills for November, 2019.

Bills: \$451,898.57

Payroll: \$259,999.19

Commissioner T.H.: I make a motion that we pay those bills plus six add-on bills that total \$5,551.54.

Commissioner Todd Howell made a motion to pay the Payroll and Bills along with the add-on bills totaling \$5,551.54 which was seconded by Commissioner Patrick Kenny and carried unanimously except for Commissioner Todd Howell abstaining on Voucher No. 18774 and voting yes on all the others and Commissioner Robert Minkler, Sr. voting on all except for the following Voucher No. 18836, No. 18793, No. 18827, No. 18830 and No. 18838.

Commissioner P.K.: Before you do that Mr. President can I do Resolution 2019-12-1?

Commissioner Patrick Kenny made a motion to approve Resolution 2019-12-1 to transfer funds which was seconded by Commissioner Jeffrey Moran and carried unanimously.

Commissioner J.C.K.: We'll move into the Treasurer's Report.

TREASURER'S REPORT:

Maria Bucsanszky: The treasurer's report for December 4th, 2019

Previous Balance – October 30th, 2019 \$5,991,981.31

Deposits \$2,136,802.29

Payroll and Adjustments	\$ 349,869.91
Current Bills	\$ 451,898.57
Ending Balance as of December 4 th , 2019 (without the add-on bills)	\$7,327,015.12

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

Commissioner J.C.K.: Communications.

COMMUNICATIONS:

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

Commissioner J.C.K.: Unfinished Business – Commissioner Kenny.

UNFINISHED BUSINESS:

Commissioner P.K.: I have none.

Commissioner J.C.K.: Commissioner Howell.

Commissioner T.H.: I have none.

Commissioner J.C.K.: Commissioner Moran.

Commissioner J.M.: I have none.

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

Christopher Howell, Attorney: None.

Commissioner J.C.K.: Madame Clerk.

Maria Bucsanszky: None.

Commissioner J.C.K.: Chief.

Chief John Golden: None

Commissioner J.C.K.: Okay New Business, Commissioner Kenny.

NEW BUSINESS:

Commissioner P.K.: None.

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

Commissioner T.H.: No New Business.

Commissioner J.C.K.: Commissioner Moran.

Commissioner J.M.: None.

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

Christopher Howell, Attorney: None other than what we will talk about in Executive Session.

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

Maria Bucsanszky: Just the renewal of the EAP and the Delta Dental, that would be it.

Commissioner J.C.K.: Okay we'll take care of that next. Chief

Chief John Golden: When we come out of Executive Session.

Commissioner J.C.K.: Okay, so we need to get a motion to renew Delta Dental for one year; it's a no increase.

Commissioner Todd Howell made a motion to renew Delta Dental for one year with no increase which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner J.C.K.: Second is we have the EAP Annual Renewal of the contract.

Commissioner Robert Minkler, Sr. made a motion to renew the EAP Annual Renewal of the contract which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: Now we're going to swing back and we're going to do Fire Prevention and Telecommunications and Hydrants – Commissioner Minkler.

FIRE PREVENTION:

Commissioner R.M.: Thank you Mr. President. The report for Woodbridge Fire Prevention Bureau for November dated December 2, 2019 covering all of November, 2019. Fire Investigations – 1; Total Inspections completed in November – 135; Complaints and Spot Inspections – 3; Life Hazards – 1; Non-Life Hazards Uses – 52;

Total Re-Inspections – 60; Permits Issued – 2; Amount Billed in November was \$11,324.00 and Amount Collected in November was \$270.00; Total Inspections – 2.

TELECOMMUNICATIONS AND HYDRANTS:

Commissioner R.M.: Under Hydrants Mr. President there was a 30 inch water main break on the border of Woodbridge and Perth Amboy. It's been tested and repaired in a very timely fashion with minimal debt to Fire District No. 1. I'd like to thank the OEM Coordinator of Woodbridge for keeping us up to date on everything that was going on with that. On the Jacob's Landing project they're requesting Middlesex Water Company install a fire hydrant in the area of Manor Avenue and Bunns Lane for the protection of all the residents in the lower sections of Bunns Lane. The Woodbridge Avenue 12 inch water main is status quo with the Middlesex Water Company at this time and the dead end water main on Nelson Street has been terminated due to the new construction. That is my report for that.

Commissioner J.C.K.: Okay, anybody have any questions on Commissioner Minkler's report? Okay very good, well move into Old Business – Commissioner Minkler.

OLD BUSINESS:

Commissioner R.M.: Nothing under Old Business.

Commissioner J.C.K.: Okay, New Business.

NEW BUSINESS:

Commissioner R.M.: Yes Mr. President. Last month, unfortunately, I had to experience a ride down my street a block away from my house to come upon to a car accident. I have to say I picked up my work radio and called in Station 7 to notify them that there was a motor vehicle accident. I want to say I'd seen the whole process from start to end with the Woodbridge Fire Department and I want to say the professionalism that this fire department gave at that motor vehicle accident was par none for all parties involved; the people that were injured and the people that weren't injured who were involved in there and how the First Aid Squad when they arrived looked at our members but continued helping through the whole situation. I'd like to recognize some of the people that were there that really get hats off to the whole situation – Battalion Chief Robert Minkler, Captain Steve Weber, Assistant Chief Michael Hapstak, Firefighter Bill Ritz and Firefighter Riley. I'd also like to recognize Deputy Chief Golden and I have to be honest when I got done and put it down the first phone call I got was Deputy Chief Golden calling me and asking me if I was okay and it really meant a lot that people came and they thought that I was involved in this accident and thank God I wasn't but they all came right away to see if I was okay and they were working on the people that were involved in this accident. The same people came up and asked me again was Deputy Chief Golden, he got there

right away, Battalion Chief Minkler, Assistant Chief Michael Hapstak, Captain Weber and Firefighter Ken Gardner. I just want them to be recognized that they came right away thinking it was me and again I'm glad it wasn't but it was nice to see how the department pulled together at an incident that was a very serious incident and the professionalism that this department gave out there was truly, truly amazing.

Commissioner J.C.K.: Thank you. I'd like to take a minute to actually thank everyone in the department. It was a very nice showing on Saturday on Main Street. I thought that was a very good community service event and actually I think the mayor even said something on the TV on the parade the next day about how for this department being up there. It was a cold day too.

Commissioner R.M.: Mr. President I missed one person that did come right away when he heard it was also...Commissioner Howell. He was one of them that came. He heard me on the radio and he came right over to make sure so I'd just like to recognize him.

Commissioner J.C.K.: Okay.

Commissioner T.H.: Thank you.

Commissioner R.M.: Oh and Captain Keith Repace too.

Commissioner J.C.K.: Okay, good. So I know we went through the Budget and I don't know if you are comfortable to vote on the Budget because we did vote.

Commissioner R.M.: Okay.

Commissioner J.C.K.: It's up to you. Would you like to have more time to digest it? You want to do that after we come out of Executive.

Commissioner R.M.: Yes.

Commissioner J.C.K.: That will give you more time to....

Commissioner R.M.: Look at it.

Commissioner J.C.K.: Yes.

Commissioner R.M.: Thank you.

Commissioner J.C.K.: No problem. Okay we'll move on to Remarks, Comments and Questions from the Audience and we'll start with the Chief's Report – Chief Fee.

REMARKS, COMMENTS AND QUESTIONS FROM THE AUDIENCE:

CHIEF'S REPORT:

	<u>2018</u>	<u>2019</u>
November Calls	65	55
Calls to Date	775	653

Chief Fee: I'd just like to thank everybody for a really good year and cooperation from everyone; the year is coming to an end.

Commissioner J.C.K.: On behalf of the Board we'd like to thank you. It's been a very challenging year for you this year and your professionalism was top notch and so we thank you and we enjoyed this year.

Chief Fee: Thank you. There might be another, who knows.

Commissioner J.C.K.: You're always welcome. Okay, anyone else? Alright, so I need to move into Executive Session for personnel and legal matters and we'll open the door when we are done.

Commissioner Robert Minkler, Sr. made a motion to go into Executive Session for personnel and legal at 6:40 P.M. which was seconded by Commissioner Jeffery Moran and carried unanimously.

Commissioner Robert Minkler, Sr. made a motion to return to the regular meeting at 8:10 P.M. which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: Mr. Attorney before I go into everything else do you want to give a quick summary?

Christopher Howell, Attorney: Sure, tonight's Executive Session first we just discussed 109 Green Street renting additional space at that place and the ongoing negotiations of purchasing it. We talked about promoting Employee 1635 which we will go into more detail. We talked about adjusting our personnel. We implemented a conflict check amongst the Board members that we will be doing. We reviewed our Mutual Aid with other departments. We reviewed LOSAP requirements and we also reviewed Employee 1632's vacation time and that would conclude a summary of tonight's Executive Session.

Commissioner J.C.K.: Okay. Chief Golden can you please....well first of all we have Resolution 2019-12-3. I need a motion on that. That will be for Battalion Chief Robert Paul to be Provisional Deputy Fire Chief.

Commissioner Robert Minkler, Sr. made a motion to authorize Resolution 2019-12-3 which is for Battalion Chief Robert Paul to be Provisional Deputy Fire Chief which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: Then Chief Golden could you please post for a Provisional Battalion Chief?

Chief John Golden: Yes.

Commissioner J.C.K.: And then I need a motion to certify the Captain's List.

Commissioner Robert Minkler, Sr. made a motion to certify the Captain's List which was seconded by Commissioner Jeffrey Moran and carried unanimously.

Commissioner J.C.K.: Chief, will you post for a Captain's opening?

Chief John Golden: Yes.

Commissioner J.C.K.: And Maria will certify the list and then I would like to make a motion to allow Commissioner Moran to work with the administration to stream line the process so that when the postings come down that we can move swiftly in creating the Provisional Battalion Chief and the Captain's position.

Commissioner Robert Minkler, Sr. made a motion to allow Commissioner Moran to work with the administration to stream line the process so that when the postings come down so that it can move swiftly in creating the Provisional Battalion Chief and the Captain's position which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: Okay, lastly it's been brought to the Board's attention that from out in the public about LOSAP so there are going to be some minor changes to the LOSAP Program to make it more fairly and the details on that will come out in January so I need a motion to go ahead and move forward for that process to happen.

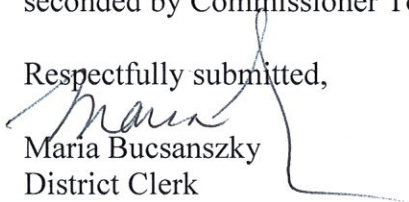
Commissioner Robert Minkler, Sr. made a motion to move forward on some minor changes to the LOSAP Program which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: Does anybody got anything else?

Commissioner R.M.: No Mr. President.

Commissioner Robert Minkler, Sr. made a motion to adjourn the meeting which was seconded by Commissioner Todd Howell and carried unanimously at 8:15 P.M.

Respectfully submitted,


Maria Bucsanszky
District Clerk

WOODBIDGE FIRE DISTRICT NO 1 MONTHLY BILL LIST

12/03/19

December 4, 2019

Date	Num	Name	Memo	Amount
Northfield Bank - Voucher				
10/31/2019	18748	NJIAAI	Fire Dynamics/Repace, Fizer, Mcnamara & Carrick	-600.00
10/31/2019	18749	Comcast	Account #8499053400759387/Internet	-371.68
10/31/2019	18750	Spectrotel	Account #348180/Cad/Landline/Fire Alarm/Solar	-137.44
10/31/2019	18751	Vision Service Plan	Acct# 12 078480 0001 Vision Coverage November 2019	-1,788.80
10/31/2019	18752	Comcast	Account #8499053401168158/109 Green Street	-253.74
10/31/2019	18753	Spectrotel	Account #34348561/Clerk	-50.15
11/01/2019	18744	LION	7.2V 6 Cell Battery Pack	-119.57
11/01/2019	18745	Malgorzata Suley	Cleaning - 109 Green Street	-150.00
11/01/2019	18746	T&M Associates	Environmental Assessment - 109 Green Street	-14,774.63
11/01/2019	18747	LION	BullEye Laser Extinguisher & Charger	-1,302.00
11/01/2019	TEPS	State of NJ- Health Benefits F...	Health Benefits - November 2019	-58,109.42
11/01/2019	TEPS	State of New Jersey- Health B...	Retiree Health Benefits -11/01/19 -11/30/19	-27,123.55
11/05/2019	18754	Chapel Hill Associates	Computer Support, E-Mail Hosting/Network Installation...	-1,966.75
11/05/2019	18755	Postmaster - Woodbridge	Renewal for PO Box #320/12 Mth	-106.00
11/18/2019	18759	AT&T	A/C# 0555384092001/ Landline 732-636-1725	-45.13
11/18/2019	18761	Elizabethtown Gas	Account #2164284700/Firehouse 09/26/19 - 10/24/19	-159.07
11/18/2019	18762	Verizon Wireless	Acct# 585555042-00001 - Cell Phones	-342.00
11/18/2019	18763	MIDDLESEX WATER COMPA...	Hydrant Service -November 2019	-42,299.84
11/18/2019	18764	Verizon	A/C# 982554463-00001/Laptop Modem	-646.17
11/18/2019	18765	MIDDLESEX WATER COMPA...	Account #6550200000 - Water Charge - 07/29/19-10/2...	-527.85
11/18/2019	18766	Verizon Connect	C/S #WOOD028 Monthly Service October 2019	-113.70
11/18/2019	18768	NJ Civil Service Commission	Course/Understanding 4A , CAMPS, Discipline & Griev...	-758.00
11/18/2019	18769	NJ Civil Service Commission	Course/Supervisor Success Series/J. Golden	-459.00
11/19/2019	18767	Comcast	Account #5199053400528238?TV	-91.53
12/01/2019	18758	Catherine Crowe	Reimbursement Health Benefits - November 2019	-333.01
12/04/2019	18770	Airtec Service Inc	Account #101744 -Heat Set Up	-372.50
12/04/2019	18771	Bowco Laboratories Inc	Regular Service -November 2019	-38.00
12/04/2019	18772	Campbell Supply, Inc	Compartment Repair (1-3) & Quartz Light Repair (1-2-6)	-6,243.39
12/04/2019	18773	Carpet Maven, L.L.C	Classic Celluar Shades Meeting Room	-1,165.50
12/04/2019	18774	Christopher Howell	Monthly Fee - December 2019	-4,150.00
12/04/2019	18775	CIVIL SERVICE COMMISSION	Course: NJAC Title 4A, Discipline & Grievance & CAM...	-758.00
12/04/2019	18776	Conway Shield	Shields	-2,311.16
12/04/2019	18777	Cummins Sales & Service	C/S#195874 - Repaired & Replaced Gas Regulator/Sh...	-2,466.24
12/04/2019	18778	Delta Dental Plan of NJ	Group# 01063 - Dental Coverage 12/01/19-12/31/19	-11,849.08
12/04/2019	18779	Dorothy Wilcox	Reimbursement Health Benefits November 2019	-333.01
12/04/2019	18780	Dunford Refrigeration Heating ...	PM Service - Ice Machine	-465.00
12/04/2019	18781	HMH Occupational Health Iselin	Invoice #430781 - Review OSHA & Physical #435415	-125.00
12/04/2019	18782	Hoagland, Longo, Moran, Dun...	Professional Services Rendered	-5,400.00
12/04/2019	18783	Image First	Acct#43-WOODB000-Laundry Service	-227.25
12/04/2019	18784	Independent Overhead Door C...	Performed General Service to Door	-286.00
12/04/2019	18785	John Golden	Reimb Travel Expense for Training	-559.12
12/04/2019	18786	Lexis Nexis Matthew Bender	Renewal NJ Admin Code Title 4A Civil Services with S...	-77.22
12/04/2019	18787	LifeSavers, Inc	NJ State Contract #A84689 Defibtech Lifeline	-799.00
12/04/2019	18788	Lowe's	Account 82131319024076/Supplies	-152.39
12/04/2019	18789	Madsen & Howell, Inc	Supplies	-230.00
12/04/2019	18790	Maria Bucsanszky, E.A.	Monthly Fee - December 2019 & 2020 Budget Prep	-7,575.00
12/04/2019	18791	Mary Karnas	Reimbursement Health Benefits - November 2019	-333.01
12/04/2019	18792	Michael Magda	Reimbursement - Cost for 6 College Credits at Columb...	-891.00
12/04/2019	18793	Middlesex County Fire Academy	Course-Firefighter II, Rivera/Jago/Kenny C./Aquino	-1,156.00
12/04/2019	18794	Motorola Solutions Inc.	Acct# 1035457185 - Motorola Radios	-54,912.00
12/04/2019	18795	New Jersey Deputy Fire Chiefs...	Dues Renewal - 2020	-50.00
12/04/2019	18796	New Jersey Fire Equipment Co	Cross Bar Casting & Roll Pins	-63.85
12/04/2019	18797	NJ Advance Media (Star Ledger)	Account #XWOOD2393022 -Notice - Regular Meeting ...	-26.35
12/04/2019	18798	Occupational Health Dynamics...	Qfit Annual Calibration	-810.00
12/04/2019	18799	Owen S Dunigan & Co, Inc	Replaced Main Drain in Kitchen	-10,112.46
12/04/2019	18800	Postmaster	2 Rolls of Stamps	-110.00
12/04/2019	18801	PSE&G	A/C#1301369209/Firehouse/Parking Lot	-393.26
12/04/2019	18802	Rachles/Michele's Oil Company	Fuel	-1,554.45
12/04/2019	18803	Rutgers Center for Governmen...	Principles of Public Purchasing 2 & Municipal Finance ...	-1,798.00
12/04/2019	18804	Rutgers University	Course: Becoming a More Trusted Leader - 24 Particip...	-2,000.00
12/04/2019	18805	Sophie Bader	Reimbursement Health Benefits - November 2019	-333.01
12/04/2019	18806	Spectrotel	Account #34348561/Clerk	-55.94
12/04/2019	18807	Standard Insurance Company	Life Insurance - Policy #136829 - December 2019	-3,821.40
12/04/2019	18808	Staples	6035 5178 2066 2780 Supplies	-525.84
12/04/2019	18809	TASC Fire Apparatus, Inc	Gloves & Nomex Hood	-164.17
12/04/2019	18810	Treasurer State of NJ	Fire Official Certification/David Hines/#117318	-91.00
12/04/2019	18811	Turnout Fire & Safety	Uniforms/Paul, R	-198.00
12/04/2019	18812	Vision Service Plan	Acct# 12 078480 0001 Vision Coverage December 2019	-1,788.80
12/04/2019	18813	W.B. Mason Co., Inc	C/S# C1235200 - Furniture for 109 Green Street	-3,379.32

Date	Num	Name	Memo	Amount
12/04/2019	18814	West Hudson Industries	1-Battalion Chief Badge & 1-Firefighter Badge	-166.50
12/04/2019	18815	Woodbridge Fire Co No.1	2019 Annual Stipend	-29,174.53
12/04/2019	18816	Campbell Supply, Inc	2014 Sparta - Electrical Repairs Engine 2 (1-2)	-1,859.02
12/04/2019	18817	Carpet Maven, L.L.C	Classic Celluar Shades/Back, Middle & Front Rooms	-2,300.00
12/04/2019	18818	Image First	Acct#43-WOODB000-Laundry Service	-227.25
12/04/2019	18819	LifeSavers, Inc	Lifeline AED Adult Defibrillation Pad Pack	-1,017.20
12/04/2019	18820	Lowe's	Account 82131319024076/Supplies	-974.83
12/04/2019	18821	Madsen & Howell, Inc	Supplies	-634.65
12/04/2019	18822	Middlesex County Fire Academy	Course-Instructor Refresher/Horvath	-42.00
12/04/2019	18823	TASC Fire Apparatus, Inc	30- Fire Hoses	-9,827.10
12/04/2019	18824	Treasurer State of NJ	Fire Official Certification/Robert Fizer #136211	-91.00
12/04/2019	18825	Turnout Fire & Safety	Uniforms/Jago	-1,044.90
12/04/2019	18826	W.B. Mason Co., Inc	C/S# C1235200 - Supplies	-314.96
12/04/2019	18827	Campbell Supply, Inc	2006 American Lafrance - Cab Interior Window Will No...	-987.48
12/04/2019	18828	CIVIL SERVICE COMMISSION	Course: S3 Supervisor Success Services Training ID#...	-459.00
12/04/2019	18829	Madsen & Howell, Inc	Supplies	-163.02
12/04/2019	18830	Middlesex County Fire Academy	Course-Instructor Refresher, ESSN. Prin/B.Horvath	-42.00
12/04/2019	18831	Spectrotel	Account #348180/Cad/Landline/Fire Alarm/Solar	-137.46
12/04/2019	18832	Turnout Fire & Safety	Uniforms/Aquino	-94.99
12/04/2019	18833	W.B. Mason Co., Inc	C/S# C1235200 - Supplies	-41.43
12/04/2019	18834	Campbell Supply, Inc	1998 Plerce Lance - Fire Pump Repair Engine 3 (1-3)	-11,094.17
12/04/2019	18835	Madsen & Howell, Inc	Supplies	-107.53
12/04/2019	18836	Middlesex County Fire Academy	Course-RIC Awareness #02-1051-19/K. Repace	-42.00
12/04/2019	18837	Madsen & Howell, Inc	Supplies	-174.20
12/04/2019	18838	Middlesex County Fire Academy	Course-Incident Mgt. Sysem I-200/A. Kiss	-63.00
12/04/2019	TEPS	State of New Jersey- Health B...	Retiree Health Benefits -12/01/19 - 12/31/19	-26,236.46
12/04/2019	TEPS	State of NJ- Health Benefits F...	Prescription & Health Insurance - Dec 2019	-81,802.14
Total Northfield Bank - Voucher				-451,898.57
TOTAL				-451,898.57

RESOLUTION #2019-12-1

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

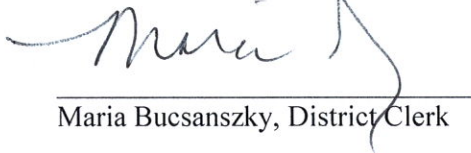
WHEREAS, certain other budget expenditures have balances in excess of their needs, now therefore,

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. P. Kenny, seconded by Comm. Moran, all in favor.

Adopted, December 4, 2019

Date



Maria Bucsanszky, District Clerk

2019-12-2

2020 FIRE DISTRICT 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 before the Board of Commissioners of the Fire District at its open public meeting of December 4, 2019; and

WHEREAS, the budget as introduced 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 introduced reflects Total Revenues of \$ 9,228,226 - , which includes an amount to be raised by taxation of \$ 8,217,782 , and Total Appropriations of \$ 9,228,226 ; and

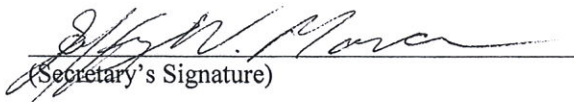
WHEREAS, the amount to be raised by taxation to support the district budget shall be the amount to be certified to the assessor of the municipality to be assessed against the taxable property in the district, pursuant to N.J.S.A. 40A:14-79. Such amount shall be equal to the amount of the total appropriations set forth in the budget minus the total amount surplus and miscellaneous revenues set forth in the budget; and

WHEREAS, in calculating the amount to be raised by taxation, the Fire District has taken into account the assessed valuation of taxable property in the Fire District;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District, at an open public meeting held on December 4, 2019 that the Annual Budget, including all related schedules, of the Fire District for the fiscal year beginning January 1, 2020 and ending December 31, 2020 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the Fire District's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the Board of Commissioners of the Fire District will consider the Annual Budget for adoption on January 8, 2020.


(Secretary's Signature)

12/4/19
(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			

2019 - 12 - 3


RESOLUTION

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 has approved the appointment of Robert Paul to Provisional Deputy Fire Chief to assist with the day-to-day operations of the fire department as outlined in the department's organizational chart on an interim basis until the Board can approve a permanent appointment to be filled by an eligible employee through the New Jersey Civil Service Commission subject to any and all applicable requirements and approval by the Commission. The position's terms and conditions of employment will be covered pursuant to an employment agreement between the District and the occupant of the position, both on a provisional/interim basis and/or a permanent basis. The provisional appointment of Robert Paul shall begin sometime on or after January 5, 2020

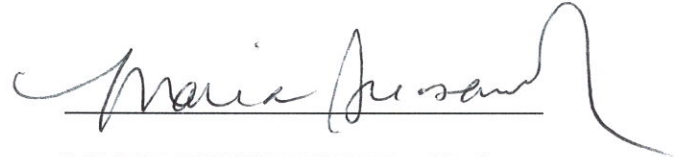
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1



JOHN C. KENNY

ADOPTED: 12/3, 2019

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 12/4, 2019.

A handwritten signature in cursive script, reading "Maria Bucsanszky", written over a horizontal line. The signature is fluid and extends to the right with a long, sweeping tail.

MARIA BUCSANSZKY – Clerk