

Minutes of the regular meeting of the Board of Fire Commissioners, Fire District No. 1 was held on Wednesday, March 6, 2019 at 7:00 P.M.

Commissioner John C. Kenny called the meeting to order.

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

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

A moment of silence was observed for our departed members and for our men and women serving overseas.

PRESENT: Commissioner John C. Kenny, Commissioner Patrick Kenny, Commissioner Jeffrey Moran, Commissioner Todd Howell, Commissioner Robert Minkler, Sr.
ALSO PRESENT: Attorney – Christopher Howell
Clerk – Maria Bucsanszky
Deputy Chief John Golden

Commissioner J.C.K.: I guess we need to pass a Resolution first for the election results.

Maria Bucsanszky: Correct.

Commissioner Patrick Kenny made a motion to accept Resolution 2019-3-1 which was seconded by Commissioner Jeffrey Moran and carried unanimously.

Commissioner J.C.K.: With that I would ask the attorney to administer the Oath of Office to Commissioner Howell and Commissioner Minkler.

Christopher Howell, Attorney: I Todd Howell.

Commissioner T.H.: I Todd Howell.

Christopher Howell, Attorney: Do solemnly swear.

Commissioner T.H.: Do solemnly swear.

Christopher Howell, Attorney: That I will support the Constitution of the United States.

Commissioner T.H.: That I will support the Constitution of the United States.

Christopher Howell, Attorney: And the Constitution of the State of New Jersey.

Commissioner T.H.: And the Constitution of the State of New Jersey.

Christopher Howell, Attorney: And that I will bear true faith.

Commissioner T.H.: And that I will bear true faith.

Christopher Howell, Attorney: And allegiance to the same.

Commissioner T.H.: And allegiance to the same.

Christopher Howell, Attorney: And to the governments established in the United States.

Commissioner T.H.: And to the governments established in the United States.

Christopher Howell, Attorney: And in this state.

Commissioner T.H.: And in this state.

Christopher Howell, Attorney: Under the authority of the people.

Commissioner T.H.: Under the authority of the people.

Christopher Howell, Attorney: And that I will faithfully.

Commissioner T.H.: And that I will faithfully.

Christopher Howell, Attorney: Impartially.

Commissioner T.H.: Impartially.

Christopher Howell, Attorney: And justly.

Commissioner T.H.: And justly.

Christopher Howell, Attorney: Perform all the duties.

Commissioner T.H.: Perform all the duties.

Christopher Howell, Attorney: Of the office of Fire Commissioner.

Commissioner T.H.: Of the office of Fire Commissioner.

Christopher Howell, Attorney: Of Woodbridge Township Fire District No 1.

Commissioner T.H.: Of Woodbridge Township Fire District No. 1.

Christopher Howell, Attorney: According to the best of my ability.

Commissioner T.H.: According to the best of my ability.

Christopher Howell, Attorney: So help me God.

Commissioner T.H.: So help me God.

Christopher Howell, Attorney: Congratulations.

Audience applauds.

Mrs. Howell: Forty years ago I did this when he became Chief.

Audience laughs.

Commissioner T.H.: Thank you.

Christopher Howell, Attorney: I Robert Minkler, Sr.

Commissioner R.M.: I Robert Minkler, Sr.

Christopher Howell, Attorney: Do solemnly swear.

Commissioner R.M.: Do solemnly swear.

Christopher Howell, Attorney: That I will support the Constitution of the United States.

Commissioner R.M.: That I will support the Constitution of the United States.

Christopher Howell, Attorney: And the Constitution of the State of New Jersey.

Commissioner R.M.: And the Constitution of the State of New Jersey.

Christopher Howell, Attorney: And that I will bear true faith and allegiance.

Commissioner R.M.: And that I will bear true faith and allegiance.

Christopher Howell, Attorney: To the same.

Commissioner R.M.: To the same.

Christopher Howell, Attorney: And to the governments established in the United States.

Commissioner R.M.: And to the governments established in the United States.

Christopher Howell, Attorney: And in this state.

Commissioner R.M.: And in this state.

Christopher Howell, Attorney: Under the authority of the people.

Commissioner R.M.: Under the authority of the people.

Christopher Howell, Attorney: And that I will faithfully.

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Christopher Howell, Attorney: Impartially.

Commissioner R.M.: Impartially.

Christopher Howell, Attorney: And justly.

Commissioner R.M.: And justly.

Christopher Howell, Attorney: Perform all the duties of Fire Commissioner.

Commissioner R.M.: Perform all the duties of Fire Commissioner.

Christopher Howell, Attorney: Of Woodbridge Township Fire District No 1.

Commissioner R.M.: Of Woodbridge Township Fire District No. 1.

Christopher Howell, Attorney: According to the best of my ability.

Commissioner R.M.: According to the best of my ability.

Christopher Howell, Attorney: So help me God.

Commissioner R.M.: So help me God.

Christopher Howell, Attorney: Congratulations.

Audience applauds

Commissioner J.C.K.: At this time does anyone have any presentations they would like to present to the elected Commissioner Howell and Commissioner Minkler? Okay we'll move on. I'm looking to make a motion to vacate all offices and appoint the clerk to conduct the election for President.

Commissioner Patrick Kenny made a motion to vacate all offices and to appoint the clerk to conduct the election for President which was seconded by Commissioner Jeffrey Moran and carried unanimously by roll call vote. Commissioner Moran – Yes; Commissioner Howell – Yes; Commissioner John Kenny – Yes; Commissioner Patrick Kenny – Yes; Commissioner Minkler, Sr. – Yes.

Maria Bucsanszky: At this time the nomination for President is declared open.

Commissioner T.H.: I'd like to nominate John C. Kenny.

Commissioner R.M.: Second.

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

Maria Bucsanszky: Mr. President you may assume the chair.

Commissioner J.C.K.: Okay thank you and thank you again for nominating me for President again.

Commissioner T.H.: Congratulations Jack.

Commissioner J.C.K.: It's a joy and I look forward to it so it's good. So now we will move to nominations for Vice-President.

Commissioner P.K.: I nominate Commissioner Robert Minkler, Sr.

Commissioner T.H.: Second. /

Commissioner Patrick Kenny 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 John Kenny – Yes; Commissioner Patrick Kenny – Yes; Commissioner Howell – Yes.

Commissioner J.C.K.: Okay, we need a nomination for Second Vice-President.

Commissioner R.M.: I nominate Patrick Kenny.

Commissioner J.M.: Second.

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

Commissioner J.C.K.: We need a nomination for Treasurer.

Commissioner P.K. I nominate Todd Howell.

Commissioner J.M.: Second.

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

Commissioner J.C.K.: Okay, nomination for Secretary.

Commissioner R.M.: I nominate Commissioner Jeffrey Moran.

Commissioner P.K.: Second.

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

Commissioner J.C.K.: Okay, we need an appointment for District Clerk.

Commissioner T.H.: I nominate Maria Bucsanszky.

Commissioner R.M.: Second.

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

Commissioner J.C.K.: Okay, appointment for an Attorney.

Commissioner P.K.: I appoint Christopher Howell and the Office of Hoagland, Longo, Moran, Dunst & Doukas, P.A.

Commissioner R.M.: Second.

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

Commissioner J.C.K.: Mr. Howell will be for General Counsel and Hoagland, Longo, Moran, Dunst & Doukas, P.A. will be for Labor Counsel. We need an appointment for an Auditor.

Commissioner P.K.: I'll nominate Bart and Bart, CPA.

Commissioner R.M.: Second.

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

Commissioner J.C.K.: We need an Appointment for a Physician.

Commissioner R.M.: I'll nominate JFK.

Commissioner P.K.: Second.

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

Commissioner J.C.K.: I need an Appointment for Computer Support.

Commissioner R.M.: I'll nominate Chapel Hill Associates.

Commissioner P.K.: Second.

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

Commissioner J.C.K.: Okay, we need an appointment for a Fire Official.

Commissioner R.M.: I nominate Fire Captain Keith Repace.

Commissioner T.H.: Second.

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

Commissioner J.C.K.: Okay, finally committees for the 2019/2020 Year. Personnel and Liaison to the Volunteer Fire Company – Commissioner Moran; Apparatus and Vehicles – Will be Commissioner Howell; Fire Prevention – Will be Commissioner Minkler; Tele Communications and Hydrants – Will be Commissioner Minkler; and Building and Grounds – Will be Commissioner P. Kenny. I need a roll call on that. Commissioner Howell – Yes; Commissioner John Kenny – Yes; Commissioner Patrick Kenny – Yes; Commissioner Robert Minkler, Sr. – Yes; Commissioner Moran – Yes.

Commissioner J.C.K.: Okay, I need Designation of a Newspaper and Bank.

Commissioner R.M.: The Home News Tribune and the Star Ledger and the bank will be Northfield Bank.

Commissioner P.K.: Second.

Commissioner Robert Minkler, Sr. made a motion to close the nomination for the Designation of the Newspaper and Bank which was seconded by Commissioner Patrick Kenny and carried unanimously.

Commissioner J.C.K.: Designation of authorization for signatures on bank accounts for vouchers for Fire Prevention Bureau and special accounts. Two signatures have to be signed and countersigned by the President or Vice President and Second Vice President and Treasurer or Clerk.

Commissioner Patrick Kenny made a motion authorizing the President, Vice President, Treasurer and Clerk to sign and counter-sign on the bank accounts for the vouchers which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner J.C.K.: Payroll and Petty Cash Accounts – One signature by the President, Vice President, Second Vice President, Treasurer or Clerk.

Commissioner Robert Minkler, Sr. made a motion requiring one signature authorizing the President, Vice President, Second Vice President, Treasurer or Clerk which was seconded by Commissioner Patrick Kenny and carried unanimously.

Commissioner J.C.K.: Okay, we'll now go into the regular portion of the meeting and we will start with I need a motion to approve the minutes of the previous meeting.

Commissioner Todd Howell made a motion to approve the minutes of the February 6th, 2019 Regular Meeting which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner J.C.K.: We'll move into Committee Reports and 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.: The usual time off; no other issues. The leg of the training Report – Completed 184 hours of training in February in the department and the Training Battalion Chief has been working with getting an S&A Conference Course. He's been looking at the one they have in Perth Amboy and has scheduled several training sessions throughout the spring some refresher and some new areas of training. Confirmed the ability of Live Burn and Lower Pressure Training for April and May for volunteers and the tours and forwarded the needed supplies for the public CPR Classes to be held in March. Scheduled training at Rutgers for the officers is continuing and that's my report Mr. President.

Commissioner J.C.K.: Okay, any questions for Commissioner Moran?

Commissioner R.M.: No sir.

Commissioner J.C.K.: Okay we'll move on to Apparatus and Vehicles – Commissioner Howell.

APPARATUS AND VEHICLES:

Commissioner T.H.: Thank you Mr. President. Engine 1 the backup camera has been repaired; it had moisture issues with it. Engine 2 the SER valve issue was repaired and the truck is back in service. Engine 3 the pump was repaired and hydro tested which it passed and they are now replacing the faulty brakes on Engine 3. On Truck 1-2-6 the large diameter discharge valve seats were repaired. On Number 1-3-5 the mother board for the rear hour stick was replaced and our annual gear inspections were completed. The nozzles that we had were sold on govdeals.com. The payment was processed through the proper channels and other equipment that was put up on govdeals.com there were no bids on and it was disposed of. That's the end of my report. I would ask to have the entire report included in the minutes, thank you.

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

FIRE PREVENTION:
TELECOMMUNICATIONS AND HYDRANTS:

Commissioner R.M.: Thank you Mr. President. Fire Prevention report dated March 1st, 2019 covering February, 2019: Fire Investigations – 4; Total Inspections Completed – 81; Complaint and Spot Inspections – 5; Life Hazards – 24; Quarterly – 1; Semi-Annually – 2; Non-Life Hazard Uses – 53; Total Re-Inspections – 89; Permits Issued – 3; Total amount billed in February - \$965.00; Total amount collected in February - \$932.00; Home Inspections – 0. The Fire Safety Education Class Dr. Seuss reading at The Club at Woodbridge Young Ideas and New Beginnings was done in the month of February.

Under Hydrants – The private fire hydrant located at the Woodbridge Main Library has been replaced and is now in working order. That is my report Mr. President.

Commissioner J.C.K.: Okay, any questions for Commissioner Minkler?

Commissioner J.M.: No.

Commissioner J.C.K.: Okay, we'll into Building and Grounds – Commissioner P. Kenny.

BUILDINGS AND GROUNDS:

Commissioner P.K.: Thank you sir. The diesel pump wasn't resetting properly. Watts come out and made the repairs on that in the month of February. The old gym equipment was disassembled and discarded downstairs. The new gym equipment was installed. I want to thank Captain Mastanduno and all that helped him with that. The two new lockers were assembled in the dorm for the new men and Elizabethtown Gas was here and conducted their yearly inspection of our gas meters. No leaks were found; everything is okay. And the only other thing I will update us on is 400 School Street, as everybody knows, we terminated the lease there. Everything was moved out of there at the end of January and is in the new place up at Access Self Storage and come the spring when the weather breaks we will move on things to condense into the back a little bit. That's all I have under Building and Grounds.

Commissioner J.C.K.: Okay, any questions for Commissioner Kenny?

Commissioner P.K.: Oops I other, and the doors were ordered for the back which was on our violation. We're just waiting for them to come in.

Commissioner J.C.K. Okay, any questions for Commissioner Kenny? Okay we'll move on to Report of Payroll and Bills.

The report of Payroll and Bills for February, 2019:

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

Bills: \$275,095.33 Payroll: \$250,136.36

Commissioner T.H.: I'd like to make a motion that we pay the bills.

Commissioner Todd Howell made a motion to accept the Payroll and Bills which was seconded by Commissioner Jeffrey Moran and carried unanimously except for Commissioner Robert Minkler, Sr. voting on all except for Voucher 18152, 18120 and 18107.

Commissioner P.K.: I'd like to add in the add-on bills that contribute to them. I didn't see a list of them.

Maria Bucsanszky: There are none this time.

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

TREASURER'S REPORT:

Maria Bucsanszky: The treasurer's report for March 6th, 2019

Previous Balance – February 6 th , 2019	\$5,344,252.38
Deposits	\$ 19,535.26
Payroll and Adjustments	\$ 250,136.36
Current Bills	\$ 275,095.33
Ending Balance as of March 6 th , 2019	\$4,838,555.95

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

Commissioner J.C.K.: Communications.

COMMUNICATIONS:

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

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

UNFINISHED BUSINESS:

Commissioner P.K.: I have nothing under Unfinished.

Commissioner J.C.K.: Okay Commissioner Minkler

Commissioner R.M.: Nothing at this time.

Commissioner J.C.K.: Commissioner Howell.

Commissioner T.H.: I have nothing sir.

Commissioner J.C.K.: Commissioner Moran.

Commissioner J.M.: No Unfinished Business.

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

Christopher Howell, Attorney: Nothing sir.

Commissioner J.C.K.: Madame Clerk.

Maria Bucsanszky: No.

Commissioner J.C.K.: Chief.

Deputy Chief John Golden: The Chief left me....under Unfinished Business nothing.

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

NEW BUSINESS:

Commissioner P.K.: Under New Business I'd like to make a motion for Resolution 2019-3-2.

Commissioner Patrick Kenny made a motion to approve Resolution 2019-3-2 which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner P.K.: I'd also like to make a motion that we go with Delta Dental for our renewal for dental benefits.

Commissioner Patrick Kenny made a motion to go with Delta Dental for renewal of dental benefit which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: Maria, can we talk to Delta Dental or our carrier and just see if we can get some numbers earlier so that....

Maria Bucsanszky: I spoke to the broker.

Commissioner J.C.K.: We can compare ours to the local?

Maria Bucsanszky: No I did and he said he will try to get that this December for next year's renewal.

Commissioner J.C.K.: Okay.

Commissioner P.K.: That's all I have sir.

Commissioner J.C.K.: Okay. Just for the record too there's no change in it.

Commissioner P.K.: I'd like to make a motion for Resolution 2019-3-3.

Commissioner Patrick Kenny made a motion to approve Resolution 2019-3-3 which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Christopher Howell, Attorney: Yours isn't labeled. It's 2019-3-4 as well it's the labor. That was general 2019-3-3.

Commissioner P.K.: Okay 2019-3-3 was the general. I'd like to make a motion for 2019-3-4 for the labor.

Commissioner Patrick Kenny made a motion to approve Resolution 2019-3-4 which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner J.C.K.: Do you have anymore?

Commissioner P.K.: I think I'm done.

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

Commissioner R.M.: Nothing.

Commissioner J.C.K.: Commissioner Howell.

Commissioner T.H.: I have nothing sir.

Commissioner J.C.K.: Commissioner Moran.

Commissioner J.M.: New Business nothing until Executive Session sir.

Commissioner J.C.K.: No problem. Okay Mr. Attorney.

Christopher Howell, Attorney: Nothing present.

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

Maria Bucsanszky: Nothing.

Commissioner J.C.K.: Chief.

Deputy Chief John Golden: The Chief just gave me some. Lisa Lanza worked with Verizon. She reduced the monthly cost for about \$5.00 a month and they put us on a First Responder priority service which if the cell phone lines were down our service switches over to this priority line which means our phones will always work because the cell phones that we bought for the apparatus are all covered by this. The department raised the top safety award for the JIF including a \$2,500.00 decrease in our premiums due to the hard work and leadership of Chief Kenny and all the buying that the guys gave all the programs that he started, the gym equipment, things like that. The gym equipment was delivered like he said, Captain Mastanduno who took the lead. He was able to secure an extra 15% from Dick's when he went in to take care of the tax exempt information. So Mike did a lot of work on that and it really paid off. Like you said the nozzles were sold on govdeals.com. Captain Paul and Lisa were instrumental in the transaction. The price of the nozzles was \$726.00 that was brought back to the department. Captain Repace, Inspector Mangione and Battalion Chief Minkler and the members of Tour One were all guests, participants, at the Woodbridge High School Forensics Class. They went up and gave the class for a day. Captain Repace explained fire investigations and they actually performed a small demonstration out in front of the high school. The staff was very receptive of it and talking to the principal of Woodbridge High they really appreciated us going there. Like I said the shifts are involved in the Dr. Seuss Pre-School and Kindergarten movies. The tax and the agendas are the proposal for the new copier from Cannon so you'll see that. Captain Paul ordered the helmets for the volunteer officers that are expiring; he's working with the Chief on that. April 13th and May 4th will be the Live Burn at the Middlesex Fire Academy; signup sheets are down there. Thank Chief Paul and the Chief for working with the work gloves; that's taken care of and the Junior Fire Academy. The Chief plans on running the Junior Fire Academy the third week of July for all new participants from the school. The same set up is kids going into the 5th, 6th and 7th grades. And for the students that participated last year he's actually going to run a second week half day class so we don't overcrowd the first week so Lisa Lanza is working on that very hard. The Chief came me a little direction on it; I'm trying to help her out the best I can. A lot of things are going and that's my report.

Commissioner J.C.K.: Chief, how much for the copier?

Deputy Chief John Golden: I think the bid was \$6,700.00.

Commissioner J.C.K.: Okay and the buyer who is it?

Deputy Chief John Golden: The bid prices have both prices on the spec sheet. I can go get the folder but I know for the purchase price it was \$6,700.00 it was under State Contract. The maintenance plan was like \$20.00. We only received two bids one from Cannon and one was Xerox. The issue that we had with Xerox was we called back three times and the bid that they sent was an Excel sheet and when I asked to send something that we could print out and present to the Board he constantly sent me the same thing and the print was so small I couldn't read it. We asked for the State Bid List to be put on the bid. I got a copy of the State Regulations for bid processing. They were very personable people but the Xerox people seemed a little confused on how they wanted to sell these. The Canon salesman does a lot of business with Town Hall, they do a lot of business with Woodbridge, and are very familiar with the bid process. I could get you the price if it's not in your package.

Commissioner J.C.K.: It's not here.

Deputy Chief John Golden: Okay I'll get it to you before we leave but it came out to about \$7,000.00 total.

Commissioner J.C.K.: Okay we'll do Remarks, Comments and Questions from the Audience then we'll do the Executive Session and then you can get that when we come out then we can act on that.

Commissioner P.K.: That's fine.

Deputy Chief John Golden: Okay

Commissioner J.C.K.: Okay, Remarks, Comments and Questions from the Audience and we'll start with the Chief's Report.

CHIEF'S REPORT:

	<u>2018</u>	<u>2019</u>
February Calls	48	68
Calls to Date	118	121

Chief Fee: I have a request for apparatus for the parade on Sunday.

Commissioner J.C.K.: See the Chief or send him an email and they'll have anything you need.

Chief Fee: Okay and I want to thank the Board and everyone involved. Every issue that we discussed last month has been handled and taken care of promptly. A few dates still can't get done right away but I understand that. I just want to thank everyone for that. And like you said the Live Burns are posted and the dates for the

second part of the training that's all posted and everyone wearing interior tags have been issued except for two sets. Everyone is good to go and as far as I know there are two that are in the process and other than that everyone else is good to go.

Commissioner J.C.K.: Okay.

Chief Fee: And that's all I have.

Commissioner J.C.K.: Okay, anybody else? 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 Patrick Kenny and carried unanimously.

Commissioner Robert Minkler, Sr. made a motion to return to the regular meeting at 8:25 P.M. which was seconded by Commissioner Patrick Kenny and carried unanimously.

Commissioner J.C.K.: Okay, Chief do you have that copier bid?

Deputy Chief John Golden: Yes I have the copier bid. The bid is for \$7,395.00 and then that's the purchase outright with the maintenance plan of \$42.50 a month. It includes certain copies and then any overage copies it'll be a paid service.

Commissioner J.C.K.: What's the state contract number?

Deputy Chief John Golden: The state contract number is G2075.

Commissioner Patrick Kenny made a motion to accept the copier bid in the amount of \$7,395.00 with a maintenance fee of \$42.50 a month which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Deputy Chief John Golden: Thank you very much.

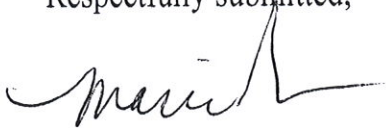
Commissioner J.C.K.: And Mr. Attorney do you want to give a summary of what took place in Executive Session?

Christopher Howell, Attorney: Sure Mr. President. We first spoke about personnel matters involving fire investigations and onsite Hazmat Commander Training. We then heard from our labor Counsel who was present at the Executive Session where we discussed the grievances that were filed by Employees 1404, 2879 and 2877. We also reviewed the comp days, sick time and vacation day policy that we have in place and how it applies to Employees 1285 and 2878. We last completed our Executive Session by discussing the ongoing audit by the State Comptroller's Office. That would conclude our Executive Session.

Commissioner J.C.K.: Thank you, anything else to come before us?

Commissioner Patrick Kenny made a motion to adjourn the meeting which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously at 8:30 P.M.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Maria", with a long horizontal flourish extending to the right.

Maria Bucsanszky
District Clerk

03/04/19

WOODBIDGE FIRE DISTRICT NO 1

MONTHLY BILL LIST

March 6, 2019

Date	Num	Name	Memo	Amount
Northfield Bank - Voucher				
02/07/2019	18054	Bowco Laboratories Inc	Regular Service - February 2019	-35.00
02/07/2019	18055	Conway Shield	Shields	-1,032.44
02/07/2019	18056	Elizabethtown Gas	Account #2164284700/Firehouse 12/28/18 - 01/25/19	-1,145.14
02/07/2019	18057	Home News + Tribune	Account#ASB-076094- Notice Fire Election February 1...	-95.72
02/07/2019	18058	I.A.A.I. NJ Chapter	2018 NJ IAAI Annual Seminar March 06-8, 2019/ Repa...	-1,575.00
02/07/2019	18059	Kempton Flag	US Flag 15x25 Ft	-654.00
02/07/2019	18060	Mary Ann Sofka	4 Hours Transcription for Special Meeting of January ...	-100.00
02/07/2019	18061	New Jersey Fire Equipment Co	4 - Hanging Letter Patch	-108.83
02/07/2019	18062	PSE&G	A/C#1301369209/Firehouse/Back Garage/School St/P...	-799.53
02/07/2019	18063	Settembrino Architects	WFD#1 Addition Service for LoMR-Najarian	-5,316.00
02/07/2019	18064	Sophie Bader	Additional Medicare Reimbursement for 2018	-240.00
02/07/2019	18065	Treasurer State of NJ	Certification Renewals: Barcellona, Weber, Flzer	-273.00
02/07/2019	18066	W.B. Mason Co., Inc	C/S# C1235200 - P1 - Stamp, Confidential	-9.44
02/07/2019	18067	West Hudson Industries	2 - Nickel Captains Badges, 2 - Gold Chief Badges & 2...	-498.00
02/07/2019	18068	Elizabethtown Gas	Account #7423328542/Back Garage 12/28/18 - 01/25/...	-47.63
02/07/2019	18069	The Language Center	WFD#1 - February 2019 Ballots	-500.00
02/07/2019	18070	Maria Bucsanszky	Replenish Petty Cash	-141.09
02/07/2019	18071	Survivor Fire & Safety Equipm...	Fire Extinguisher Inspection	-120.00
02/16/2019	18072	Betty Sullivan	Poll Worker - Fire Election - February 16, 2019	-150.00
02/16/2019	18073	Dorothy Wilcox	Poll Worker - Fire Election - February 16, 2019	-150.00
02/16/2019	18074	Helene Golden	Poll Worker - Fire Election - February 16, 2019	-150.00
02/16/2019	18075	Katherine Golden	Poll Worker - Fire Election - February 16, 2019	-150.00
02/16/2019	18076	Kathleen Simeone	Poll Worker - Fire Election -February 16, 2019	-150.00
02/16/2019	18077	Kay McAuliffe	Poll Worker - Fire Election -February 16, 2019	-150.00
02/16/2019	18078	Martin Genser	Poll Worker - Fire Election - February 16, 2019	-150.00
02/16/2019	18079	Monica Vitello	Poll Worker - Fire Election - February 16, 2019	-150.00
02/16/2019	18080	Robert Foerch	Poll Worker - Fire Election - February 16, 2019	-150.00
02/16/2019	18081	Sophie Bader	Poll Worker - Fire Election - Februar 16, 2019	-150.00
02/16/2019	18082	ELECTEC, INC	Absentee Ballots/Voting Machines/Technician - Fire El...	-3,511.50
02/16/2019	18083	John Mitch	Fire Election Chairman - Fire Election February 16, 2019	-599.00
02/16/2019	18084	Maria Bucsanszky, E.A.	Preparation of Fire Election - February 16, 2019	-500.00
02/18/2019	18085	Knot Just Bagels	Refreshments -Fire Election - February 16, 2019	-802.42
02/19/2019	18086	AT&T	A/C# 0555384092001/ Landline 732-636-1725	-43.13
02/19/2019	18087	Comcast	Account #8499053400528238/Computer/Internet	-88.62
02/19/2019	18088	Elizabethtown Gas	Account #7423328542/Back Garage 01/25/19 - 02/01/...	-18.94
02/19/2019	18089	MIDDLESEX WATER COMPA...	Hydrant Service -February 2019	-42,299.84
02/19/2019	18090	Verizon Wireless	Acct# 585555042-00001 - Cell Phones	-378.10
02/19/2019	18091	Verizon Wireless - Laptop Mod...	A/C# 982554463-00001/Laptop Modem	-646.29
02/19/2019	18093	MIDDLESEX WATER COMPA...	Account #6550200000 - Water Charge -11/02/18 - 1/2...	-543.40
03/01/2019	18092	Catherine Crowe	Reimbursement Health Benefits - February 2019	-333.01
03/06/2019	18094	Arctic Falls	Account #101744 - 5- Five Gallon Water	-96.85
03/06/2019	18095	Charles Mangione	Reimbursement - Particulate Filter-Vapor Release	-120.08
03/06/2019	18096	Christopher Howell	Monthly Fee - March 2019	-4,150.00
03/06/2019	18097	Dorothy Wilcox	Reimbursement Health Benefits - February 2019	-333.01
03/06/2019	18098	HMH Occupational Health Iselin	Physical Exams/19084	-507.00
03/06/2019	18099	Image First	Acct#43-WOODB000-Laundry Service	-236.52
03/06/2019	18100	International Association of Ar...	Membership - 1Yr - 6 Firefighters	-870.00
03/06/2019	18101	Madsen & Howell, Inc	Supplies	-573.72
03/06/2019	18102	Maria Bucsanszky, E.A.	Monthly Fee - March 2019	-5,575.00
03/06/2019	18103	MICHAEL HAPSTAK	Reimbursement - 84 Accountability Tags	-420.00
03/06/2019	18104	Middlesex County Fire Academy	Course: Fire Instructor Level 1/Kane	-210.00
03/06/2019	18105	New Jersey State Association ...	2019 Dues	-300.00
03/06/2019	18106	Postmaster	2 Rolls of Stamps	-110.00
03/06/2019	18107	PSE&G	A/C#1301369209/Firehouse/Back Garage/School St/P...	-608.68
03/06/2019	18108	Sophie Bader	Reimbursement Health Benefits February 2019	-333.01
03/06/2019	18109	Standard Insurance Company	Life Insurance - Policy #136829 -March 2019	-3,456.44
03/06/2019	18110	Stone Mountain Printing	11-Business Cards - 500 Each Box	-520.00
03/06/2019	18111	TASC Fire Apparatus, Inc	20 - Nomex Hoods	-1,010.00
03/06/2019	18112	Turnout Fire & Safety	Uniforms/Snyder	-1,044.90
03/06/2019	18113	United Parcel Service	Account #XV0896 - Shipping	-25.69
03/06/2019	18114	W.B. Mason Co., Inc	C/S# C1235200 - Flash Drive & Cleaner	-65.58
03/06/2019	18115	Charles Mangione	Reimbursement - Dr. Seuss Books	-26.65
03/06/2019	18116	Delta Dental Plan of NJ	Group# 01063 - Dental Coverage 03/01/2019 - 03/31/2...	-11,666.78
03/06/2019	18117	FF1 Professional Safety Servic...	Repaired Engine 2 Pump	-1,024.16
03/06/2019	18118	Hoagland, Longo, Moran, Dun...	Professional Services Rendered	-2,875.00
03/06/2019	18119	Madsen & Howell, Inc	Supplies	-219.46
03/06/2019	18120	Middlesex County Fire Academy	Course: Fire Instructor Level 1/Carrick & Mastanduno	-420.00
03/06/2019	18121	Occupational Athletics	1 Yr Subscription for Gameplan for Living Health & Saf...	-295.00
03/06/2019	18122	Rachles/Michele's Oil Company	Fuel	-1,211.59

Date	Num	Name	Memo	Amount
03/06/2019	18123	Robert Paul	Reimbursement - 2 Tennsco STS Lockers from Grainger	-807.26
03/06/2019	18124	State Line Fire & Safety	Argus 4 TIC Rech Battery	-365.00
03/06/2019	18125	Technical Fire Services Inc	4 - Fire Dep Annual Pumper Service Test in Accordanc...	-700.00
03/06/2019	18126	Turnout Fire & Safety	Uniforms/C. Carrick	-212.00
03/06/2019	18127	VALIC.	2018 LOSAP CONTRIBUTION	-27,472.00
03/06/2019	18128	Woodbridge Exempt Firemen's...	Cost of 1/3 of Full Page Ad in Annual Exempt's Journal	-66.67
03/06/2019	18129	Life Insurance Company Of No...	Policy #GL-5474 Volunteer Life Insurance - March 2019	-271.34
03/06/2019	18130	Turnout Fire & Safety	Uniforms/Repace	-1,089.90
03/06/2019	TEPS	State of New Jersey- Health B...	Retiree Health Benefits - 03/01/2019 - 03/31/2019	-26,160.85
03/06/2019	18131	Turnout Fire & Safety	Uniforms/Golden	-115.00
03/06/2019	TEPS	State of NJ- Health Benefits F...	Active Health/Prescription Benefits	-75,148.34
03/06/2019	18133	Stephen Weber	Reimbursement: CPR Supplies	-2,776.41
03/06/2019	18134	Vision Service Plan	Acct# 12 078480 0001 Vision Coverage -Marcy 2019	-1,664.00
03/06/2019	18135	Silent Companion Corp	Account #2196 -Semi-Annual Alarm Monitoring	-66.00
03/06/2019	18136	Mary Ann Sofka	1 Hours & 15 Minutes Transcription for Regular Meetin...	-31.25
03/06/2019	18137	Survivor Fire & Safety Equipm...	Fire Extinguisher Re-Charge	-69.00
03/06/2019	18138	Board of Fire Commissioners ...	1ST QTR 2019 DISPATCH	-18,768.75
03/06/2019	18139	Campbell Supply, Inc	Additional Amount Due for 2006 Amer Lafrance (1-2-6)...	-12,228.18
03/06/2019	18140	Chapel Hill Associates	Computer Support & Gmail Hosting - March 2019	-918.10
03/06/2019	18141	Joshua Marcus Group	1000-CPR Face Shield Mask Key Chains	-890.00
03/06/2019	18142	Knot Just Bagels	Refreshments - Mayors Breakfast - March 3, 2019	-627.50
03/06/2019	18143	Lowe's	Account 82131319024076/Supplies	-71.64
03/06/2019	18144	Campbell Supply, Inc	Electrical Repairs - 2017 Ford Expedition (1-3-5)	-335.00
03/06/2019	18145	Campbell Supply, Inc	Compartment Repairs - 2014 Spartan (1-3) Engine 2	-767.10
03/06/2019	18146	Campbell Supply, Inc	Misc Repairs - Removed Belly Boxes From Rig - 2014 ...	-1,213.85
Total Northfield Bank - Voucher				-275,095.33
TOTAL				-275,095.33

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 16, 2019, 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):

Todd Howell	498 votes
Robert Minkler Sr	543 votes
Frank Trombatore	161 votes

Write-In	9 votes (miscellaneous)
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Public Question #1

“Shall the Fire District No. 1 2019 fiscal year budget be adopted with total revenues of \$9,154,838.00 which includes \$7,961,439.00 to be raised by taxation and total appropriations of \$9,254,838.00?”

Yes	323 votes
No	227 votes

Motion to certify election results made by Comm. Patrick Kenny, seconded by Comm. Moran, all in favor.



Maria Bucsanszky
District Clerk

March 6, 2019

RESOLUTION 2019-3-2

2019 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 2019 salary guide for administrative personnel take effect January 1, 2019, 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 Patrick Kenny
Second by Commissioner Minkler Sr, All in favor**



Maria Bucszanszky
District Clerk

Dated: March 6, 2019

2019-3- 3

**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, 2019 and ending February 29, 2020; 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

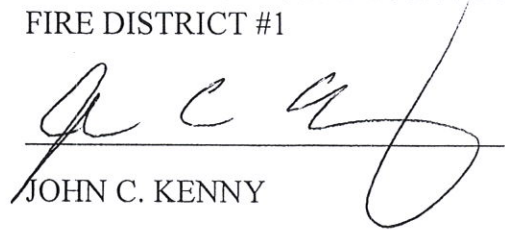
WHEREAS, Maria Bucsanszky, Clerk of the Woodbridge Board of Fire Commissioners, has hereby certified that the amounts of the contract to be awarded exceed \$17,500 and as to availability of adequate funds from the appropriate line items of the official budget to which the contract will be property charged 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)

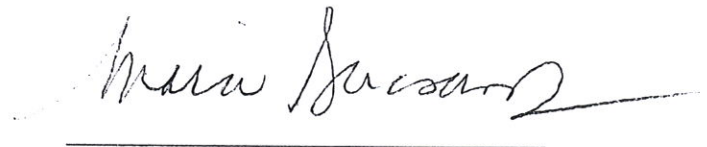
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1



JOHN C. KENNY

ADOPTED: March 6th, 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 March 6th, 2019.



MARIA BUCSANSZKY – Clerk

2019-3- 4

**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, 2019 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, 2019 and ending February 29, 2020; 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,

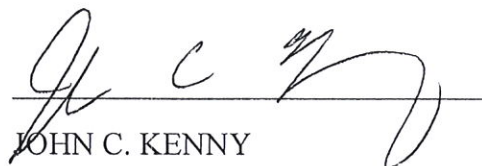
BE IT FURTHER RESOLVED that the two-year Vendor Certification; Business Disclosure Entity Certification, the Determination of Value and the Vendor's NJ Business Registration Certification be placed on file with this resolution and same has been electronically filed with State of New Jersey Chapter 51 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 2018-3-5 that was approved at the March 7, 2018 Board meeting.

BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1


JOHN C. KENNY

ADOPTED: March 6, 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 March 6, 2019.


MARIA BUCSANSZKY – Clerk