

Minutes of the regular meeting of the Board of Fire Commissioners, Fire District No. 1 was held on Wednesday, September 4, 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 a special thought for those that are suffering through the latest hurricane.

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

EXCUSED: Commissioner Jeffrey Moran

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

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

Commissioner J.C.K.: Okay, Personnel and Liaison to the Volunteer Fire Company.

COMMITTEE REPORTS:

PERSONNEL AND LIAISON TO THE VOLUNTEER FIRE COMPANY:

Commissioner J.C.K.: For Commissioner Moran I will have something at the end but right now he’s saying that they are going through their vacation picks. Some changes had to be done on the shifts due to seniorities and everything is moving along.
Apparatus and Vehicles – Commissioner Howell.

APPARATUS AND VEHICLES:

Commissioner T.H.: Mr. President thank you, my report is as follows. The annual pump tests were completed on all our apparatus and I am pleased to announce that all passed. Campbell Supply also repaired the cylinder leak on Truck 6 that caused the antifreeze issues; this was repaired about two weeks ago. Campbell Supply also repaired the water lead selection lever and the stream shaker on Truck 6 and various

work on lights and trim work. Aging Signs completed the gold leafing on 1-3-2 and they're working on 1-3-7 and 1-3-4. Similar work is outstanding on Truck 6 as the area of flow minder and Campbell was notified and they had to order a part I believe and outside of those parts was minor in nature and trim work. That's the end of my report Mr. President.

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

FIRE PREVENTION:

Commissioner R.M.: Thank you Mr. President. The report is dated September 3rd, 2019 covering August, 2019. Fire Investigations – 1; Total Inspections Completed in August– 122; Complaints and Spot Inspections – 3; Life Hazards – 7; Non-Life Hazard Uses – 49; Total Re-Inspections – 50; Permits Issued –13; Total amount billed in August - \$62,590.92; Total amount collected in August - \$1,024.00. That is my report for Fire Prevention Mr. President.

TELECOMMUNICATIONS AND HYDRANTS:

Commissioner R. M.: Hydrants – The Fire Official and the Administrative Fire Chief had a meeting scheduled with the Middlesex Water Company regarding a possible feed structure for the Fire District on September 26th, 2019. The architects and engineers regarding proposal of the 360,000 square foot warehouse located on Cutters Dock Road was also included in that meeting. The meeting will also involve relocating a sixteen inch water main and eventually tying it into the twelve inch water main on Pennval Road at a later date. Under Preplanning Mr. President we have (inaudible) is doing the Preplan for the following locations: Academy Allied Health and Biomedical Science on 1 Convery Boulevard and Pino's Pizzeria and Restaurant on 280 Woodbridge Avenue. The Woodbridge Middle School has been put on hold due to the pipeline and construction. The shifts have conducted additional walk through on the new Ross Street School. The shift reviewed the plans for the new warehouse on Cutters Dock Road. Mobilized is currently being updated and BC M. Minkler is working on the point preplanned by submission and that's all I have for you Mr. President.

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

BUILDINGS AND GROUNDS:

Commissioner P.K.: Thank you sir. The monthly Building and Grounds report for September that goes back to August – Bowco did the monthly services on 8-1. Air Tech replaced Unit No. 2 on 8-9. Dunigan diagnosed a drain issue in the back room. The apparatus floor, walls, heaters, fans and lights were all washed from 8/13 through

8/16 and the environmental survey with the builder continued on 8/13 and that is the Building report for September.

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

The report of Payroll and Bills for August, 2019:

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

Bills: \$241,791.26 Payroll: \$323,687.58.

Commissioner T.H.: I'd like to make a motion that we approve the monthly bill list that was read off by Maria along with three additional add-on bills that arrived late for a total of \$2,023.80.

Commissioner Todd Howell made a motion to accept the Payroll and Bills plus the three additional add-on bills for a total of \$2,023.80 which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously except for Commissioner Robert Minkler, Sr. not voting on Voucher 18567 and Commissioner Todd Howell not voting on Voucher 18547 and yes on the others.

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

TREASURER'S REPORT:

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

Previous Balance – August 6 th , 2019	\$5,153,440.69
Deposits	\$2,109,300.77
Payroll and Adjustments	\$ 265,160.83
Current Bills	\$ 241,791.26
Ending Balance as of September 4 th , 2019 (without the add-on bills)	\$6,755,789.37

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 P. Kenny.

UNFINISHED BUSINESS:

Commissioner P.K.: Nothing.

Commissioner J.C.K.: Commissioner Minkler.

Commissioner R.M.: Nothing Mr. President.

Commissioner J.C.K.: Commissioner Howell.

Commissioner T.H.: Nothing.

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

Christopher Howell, Attorney: I just have a contract that we need to go over between the Board and the volunteers. I guess we can talk about that in Executive Session.

Commissioner J.C.K.: Okay.

Christopher Howell, Attorney: We had brought that up that we were going to amend that contract and write a new one. I have some proposals for the Board on that. That's it Mr. President.

Commissioner J.C.K.: Maria.

Maria Bucsanszky: Nothing.

Commissioner J.C.K.: Chief.

Deputy Chief John Golden: Nothing.

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

NEW BUSINESS:

Commissioner P.K.: The only I have is to the Deputy Chief. I'm going to try to send an email tomorrow. I did talk to the Chief already and this Saturday is the Senior Olympics up at the Community Center and they've requested from us and the Volunteer Chief the ladder truck with the American Flag for the opening ceremonies.

I think we're going to try to accommodate them depending on what the wind is that day with the storm coming through.

Deputy Chief John Golden: I just need the time.

Commissioner P.K.: The opening ceremony starts at 10:00 A.M. so I would have to say probably 9:00 A.M. we'd have to be there to set up.

Deputy Chief John Golden: Okay.

Commissioner P.K.: And that's all I have under New Business.

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

Commissioner R.M.: Nothing Mr. President.

Commissioner J.C.K.: Commissioner Howell.

Commissioner T.H.: Nothing.

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

Christopher Howell, Attorney: Under New Business we had talked in the past about writing up an agreement with District 8 about the Home Depot property up on Route 1 and 9. I proposed an agreement that we could present to District 8; the Board needs to go over that I think also in Executive Session.

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

Maria Bucsanszky: Nothing.

Commissioner J.C.K.: Chief.

Deputy Chief John Golden: I just want to let everybody know we're doing the pm on the apparatus starting September 16th. We're going to be doing it in the back lot so we're going to need a couple of parking spots back there. For the volunteers we're going to cone it off so if you go to a call just try to avoid the parking lot where we coned up because Campbell is going to need the service truck and the apparatus there. For the career side we will send an email down explaining what the parking situation is going to be.

Commissioner J.C.K.: Okay, very good. Okay, I have a couple of things. First Commissioner Moran asked me to make a statement. The Fire District has conducted a thorough and intense candidate vetting process in accordance with the New Jersey Civil Service Commission testing, procedures and regulations and NFPA 1582. The process included a written, physical, medical and psychological evaluation

and intensive background investigation and interviews with the Chief of the Department and the Deputy Chief of the Department. Based on the cumulative results of the process the following were recommended for the appointment to the position of Probationary Firefighter in Woodbridge Township Fire District No. 1, Christopher Kenny, Daniel Aquinto, Gilbert Rivera and Christopher Jago, signed Commissioner Jeffrey W. Moran. And with that I have the letter with me 2019-9-1 and I need a motion to move that forth.

Commissioner Robert Minkler, Sr. made a motion to move forth Resolution 2019-9-1 which was seconded by Commissioner Patrick Kenny and carried unanimously.

Commissioner J.C.K.: So there will be a Special Meeting on September 11th at 7:30 P.M. for the swearing in of the new firefighters and they will be starting on September 16th. Okay, so that takes care of that one. I need a motion to approve Resolution 2019-9-2.

Commissioner Todd Howell made a motion to approve Resolution 2019-9-2 which was seconded by Commissioner Patrick Kenny and carried unanimously.

Commissioner J.C.K.: Next one is Resolution 2019-9-3, I need a motion.

Commissioner Todd Howell made a motion to approve Resolution 2019-9-3 which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner P.K.: Mr. President.

Commissioner J.C.K.: Yes.

Commissioner P.K.: Next Monday at 7:00 P.M. is the Township Board Meeting so you know and the other thing is we received today a Cross Recovery back from the County in the amount of \$5,162.73. That's for the Edison situation behind Raritan Center there by the Expo Hall where we sent the truck down there. They even covered the repairs for our vehicle, the truck down there that got damaged. So the Chief signed it and he's sending it back to the county so once we get that check we can send it in and got it done. That's all I got.

Commissioner J.C.K.: Okay Remarks, Comments and Questions from the Audience and Chief Fee.

CHIEF'S REPORT:

	<u>2018</u>	<u>2019</u>
August Calls	45	62
Calls to Date	571	485

Chief Fee: That's all I have.

REMARKS, COMMENTS AND QUESTIONS FROM THE AUDIENCE:

Commissioner J.C.K.: Okay, very good, also I did as Commissioner Moran had asked. I notified some chiefs about making sure we had the proper coverage for the Fireman's Convention like in the past so there was an email sent to them on that.

Commissioner T.H.: Very good.

Commissioner J.C.K.: Okay, I guess we have Executive for some legal matters with our attorney.

Commissioner Todd Howell made a motion to go into Executive Session which was seconded by Commissioner Patrick Kenny and carried unanimously at 7:21 P.M.

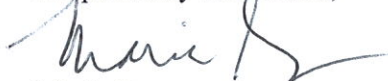
Commissioner Robert Minkler, Sr. made a motion to return to the regular meeting which was seconded by Commissioner Patrick Kenny and carried unanimously at 7:39 P.M.

Commissioner J.C.K.: Okay, Chris?

Christopher Howell, Attorney: Thank you Mr. President, tonight's Executive Session consisted of the following. We first reviewed the Environmental and Appraisal contracts we received for potential purchase of 109 Green Street. We reviewed the contracts that the attorney proposed and draft that going to be presented to the Volunteer Fire Department. We also reviewed a contract that was proposed by the attorney that we're going to enter in to potentially with District 8 on reporting fires at the Home Depot location on Route 1 & 9 and then we concluded Executive Session by reviewing our Chain of Command policies and procedures and that would conclude the Executive Session tonight.

Commissioner Robert Minkler, Sr. made a motion to adjourn the meeting which was seconded by Commissioner Todd Howell and carried unanimously at 7:40 P.M.

Respectfully submitted,



Maria Bucsanszky
District Clerk

WOODBRIDGE FIRE DISTRICT NO 1

MONTHLY BILL LIST

September 4, 2019

09/04/19

Date	Num	Name	Memo	Amount
Northfield Bank - Voucher				
08/07/2019	18534	S & D Holding	RENT - AUGUST 2019	-1,000.00
08/21/2019	18535	AT&T	A/C# 0555384092001/ Landline 732-636-1725	-44.91
08/21/2019	18536	Comcast	Account #8499053400528238/TV	-81.53
08/21/2019	18537	MIDDLESEX WATER COMPA...	Hydrant Service -August 2019	-42,299.84
08/21/2019	18538	Verizon Connect	C/S #WOOD028 Monthly Service July 2019	-113.70
08/21/2019	18539	Verizon Wireless	Acct# 585555042-00001 - Cell Phones	-341.60
08/21/2019	18540	Verizon	A/C# 982554463-00001/Laptop Modem	-646.35
09/01/2019	18541	Catherine Crowe	Reimbursement Health Benefits - August 2019	-333.01
09/04/2019	18542	Agin Signs and Designs	Lettering on 3 Vehicles	-3,400.00
09/04/2019	18543	Airtec Service Inc	Account #101744 -Installed new York Condensor - Lob...	-3,900.00
09/04/2019	18544	Bart & Bart, Certified Public Ac...	2018 Audit Preparation	-8,000.00
09/04/2019	18545	Bowco Laboratories Inc	Regular Service -Aug 2019	-38.00
09/04/2019	18546	Campbell Supply, Inc	1998 Pierce - Fire Pump Repairs- Engine 3 (1-3)	-616.35
09/04/2019	18547	Christopher Howell	Monthly Fee - September 2019	-4,150.00
09/04/2019	18548	Comprehensive Psychological ...	Professional Services - Pre-Employment Psychological...	-2,500.00
09/04/2019	18549	Continental Trading & Hardwar...	Materials for Door	-533.73
09/04/2019	18550	Delta Dental Plan of NJ	Group# 01063 - Dental Coverage 09/01/19-09/30/19	-11,522.03
09/04/2019	18551	Dorothy Wilcox	Reimbursement Health Benefits August 2019	-333.01
09/04/2019	18552	Glasson's Auto Repair	2005 Ford Excursion - Oil Change& Replaced Brake Li...	-35.01
09/04/2019	18553	GovConnection, Inc	Acct# S02765 IPads	-4,701.75
09/04/2019	18554	HMH Occupational Health Iselin	Invoice #20574 - Physical Exam	-235.00
09/04/2019	18555	Hoagland, Longo, Moran, Dun...	Professional Services Rendered	-4,900.00
09/04/2019	18556	Image First	Acct#43-WOODB000-Laundry Service	-227.25
09/04/2019	18557	International Association of Ar...	Membership - 1Yr - Repace & Weber	-290.00
09/04/2019	18558	James P. Flood	Professional Services - 2018 NJDHSS RTK Survey	-4,000.48
09/04/2019	18559	JFK EMS Training Center	Heartsaver First Aid Cards	-200.00
09/04/2019	18560	Life Insurance Company Of No...	Policy #GL-5474 Volunteer Life Insurance -September ...	-271.34
09/04/2019	18561	Lowe's	Account 82131319024076/Supplies	-604.67
09/04/2019	18562	Madsen & Howell, Inc	Supplies	-47.64
09/04/2019	18563	Maria Bucsanszky, E.A.	Monthly Fee - September 2019	-5,575.00
09/04/2019	18564	Mary Ann Sofka	5 Hours Transcription for Regular Meeting -August 6, 2...	-125.00
09/04/2019	18565	Mary Karnas	Reimbursement Health Benefits - August 2019	-333.01
09/04/2019	18566	Michael A Bilyak	Supplied & Installed New Thermostat Cable from Base...	-367.00
09/04/2019	18567	Middlesex County Fire Academy	Course# 1-300 - Satellite Course 6/22, 6/23, & 6/29/2019	-1,200.00
09/04/2019	18568	NJ Civil Service Commission	Training - Understanding 4A, Camps, Discipline/Kenny...	-318.00
09/04/2019	18569	Postmaster	1 Rolls of Stamps	-55.00
09/04/2019	18570	PSE&G	A/C#1301369209/Firehouse/Parking Lot	-790.60
09/04/2019	18571	Rutgers School of Social Work	OSHA -Introduction to Safety & Health Management /...	-215.00
09/04/2019	18572	Scaffolding Towers of America	Scaffold Rental	-850.00
09/04/2019	18573	Silent Companion Corp	Account #2196 -Semi-Annual Alarm Monitoring	-66.00
09/04/2019	18574	Sophie Bader	Reimbursement Health Benefits - August 2019	-333.01
09/04/2019	18575	Spectrotel	Account #3348180/Cad/Landline/Fire Alarm/Solar	-137.00
09/04/2019	18576	Standard Insurance Company	Life Insurance - Policy #136829 -September 2019	-3,561.24
09/04/2019	18577	Staples Business Advantage	Supplies	-42.43
09/04/2019	18578	Stone Mountain Printing	250 Business Cards	-64.20
09/04/2019	18579	Survivor Fire & Safety Equipm...	C02 Recharged	-62.00
09/04/2019	18580	TASC Fire Apparatus, Inc	Kochek Storz Locking Assembly	-33.28
09/04/2019	18581	Treasurer State of NJ	Fire Official Certification/John Golden/#117319	-91.00
09/04/2019	18582	United Parcel Service	Account #XV0896 - Shipping	-8.57
09/04/2019	18583	Vision Service Plan	Acct# 12 078480 0001 Vision Coverage September 20...	-1,705.60
09/04/2019	18584	West Hudson Industries	11 Eagle Over Breast Badge	-830.50
09/04/2019	18585	Campbell Supply, Inc	1998 Pierce - Brake Repairs - Engine 3 (1-3)	-6,973.42
09/04/2019	18586	HMH Occupational Health Iselin	Invoice #430781 - New Hire Physical Exam	-720.00
09/04/2019	18587	Image First	Acct#43-WOODB000-Laundry Service	-227.25
09/04/2019	18588	Michael A Bilyak	Cleaned up Wiring, as per Estimate Dated 08/08/19	-1,850.00
09/04/2019	18589	Spectrotel	Account #34348561/Clerk	-51.36
09/04/2019	18590	Survivor Fire & Safety Equipm...	C02 & ABC Dry Chemical Recharged	-122.00
09/04/2019	18591	Campbell Supply, Inc	1998 Pierce - Electrical - Engine 3 (1-3)	-214.40
09/04/2019	18592	Campbell Supply, Inc	2014 Spartan Pumper- Electrical - Engine1 (1-1)	-1,000.76
09/04/2019	18593	Campbell Supply, Inc	2006 American LaFrance-Replaced Cab Pivot Bushing...	-2,444.95
09/04/2019	18594	Campbell Supply, Inc	2014 Spartan Pumper - Transmission Work -Engine 2 ...	-402.00
09/04/2019	18595	Campbell Supply, Inc	2006 American LaFrance - Engine Repair -Truck 6 (1-...	-11,559.67
09/04/2019	TEPS	State of New Jersey- Health B...	Retiree Health Benefits - 09/01/19 - 09/30/19	-24,459.47
09/04/2019	TEPS	State of NJ- Health Benefits F...	Health & Prescription - Sept 2019 09/01/19-09/30/19	-75,686.35
09/04/2019	18596	Chapel Hill Associates	Computer Support, E-Mail Hosting, Cisco Firewall Lice...	-3,789.99
09/04/2019	18597	NJ Civil Service Commission	Course/Business Writing - Golden, J.	-159.00

Total Northfield Bank - Voucher

-241,791.26

2019 - 9 - 1

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 hiring of four (4) paid positions for the Fire Department from the certified Civil Service list of eligible employees through the New Jersey Civil Service Commission.

BE IT FURTHER RESOLVED by the Board of Fire Commissioners of Fire District No. 1 of the Township of Woodbridge has approved the hiring of Christopher Kenny, Daniel Aquino, Gilbert Rivera and Christopher Jago with an official start date of September 15, 2019 and with the first working day of pay to begin on September 16, 2019.

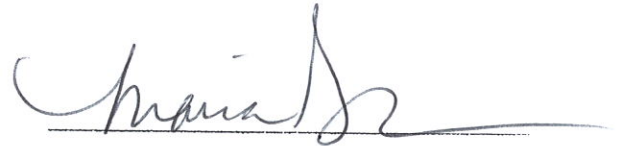
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1



JOHN C. KENNY

ADOPTED: September 4, 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 September 4, 2019.

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

MARIA BUCSANSZKY – Clerk


RESOLUTION 2019-9-2

WHEREAS, the Fire Commissioners of Fire District No. 1 of the Township of Woodbridge is interested in acquiring 109-111 Green Street, Woodbridge, NJ; and

WHEREAS, the Uniform Shared Services and Consolidation Act (NJSA 40A:65-1 et seq.) was adopted and made effective on April 3, 2007 to encourage government efficiency through shared services to help ameliorate the high property taxes paid in the State of New Jersey; and

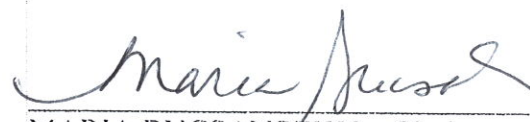
WHEREAS, to improve efficiency and reduce costs, the Township of Woodbridge has provided the Woodbridge Fire Department, Fire District #1 through a Shared Services Agreement to have T & M Associates provide an environmental assessment of 109-111 Green Street, Woodbridge, NJ; and

NOW, THEREFORE, BE IT RESOLVED by the Fire Commissioners of Fire District No. 1 of the Township of Woodbridge and in consideration of the Shared Service Agreement provided by the Township of Woodbridge, hereby approve the hiring of professional services from T & M Associates, 40 Monmouth Park Highway, Suite 2, West Long Branch, NJ 07764 to provide an environmental assessment not to exceed \$15,700.00.


JOHN KENNY President

ADOPTED: September 4, 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 No. 1, Township of Woodbridge, at their regular meeting held on September 4, 2019.


MARIA BUCSANSZKY – Clerk

RESOLUTION 2019-9-3

WHEREAS, the Fire Commissioners of Fire District No. 1 of the Township of Woodbridge is interested in acquiring 109-111 Green Street, Woodbridge, NJ; and

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT #1, that it is in the best interest of the taxpayers of Fire District #1 that an appraisal be conducted for the property located at 109-111 Green Street, Woodbridge, NJ to determine the fair market purchase price.

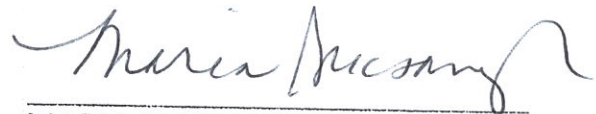
BE IT FURTHER RESOLVED BY THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT #1, approve the hiring of professional services from RMS Commercial Group, LLC, 21 Main Street, Toms River, NJ 08753 as commercial appraisers not to exceed \$2,850.00

ADOPTED: September 4, 2019



JOHN KENNY President

I hereby certify that the above is a true and exact copy of the resolution adopted by the Board of Fire Commissioners, Fire District No. 1, Township of Woodbridge, at their regular meeting held on September 4, 2019.



MARIA BUCSANSZKY - Clerk