

Minutes of the Regular Meeting of the Board of Fire Commissioners, Fire District No. 1 was held on Wednesday, April 7, 2021 at 7:00 P.M.

Commissioner John C. Kenny called the meeting to order.

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

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

A moment of silence was observed for our departed members and those that are still suffering from this pandemic in many different ways and as always for our men and women serving overseas.

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

ALSO PRESENT: Clerk – Maria Bucsanszky – via zoom
Attorney – Christopher Howell
Nicole – Labor Attorney – via zoom
Chief John Golden
Lisa Lanza
Marianne Horta

Commissioner J.C.K.: I need a motion to accept the minutes of the Regular Meeting on March 3rd, 2021 and the Special Meeting on March 11th, 2021.

Commissioner Robert Minkler, Sr. made a motion to approve the minutes of the Regular Meeting on March 3rd, 2021 and the Special Meeting on March 11th, 2021 which was seconded by Commissioner Jeffrey Moran and carried unanimously.

Commissioner J.C.K.: So now we will move to Personnel and Liaison to the Volunteer Fire Company – Commissioner Moran.

COMMITTEE REPORTS

PERSONNEL AND LIAISON TO THE VOLUNTEER FIRE COMPANY

Commissioner R.M.: All standard personnel issues, the hiring process, is ongoing. The Chief will elaborate on that and training is going along according to schedule. That’s my report Mr. President.

Commissioner J.C.K.: Okay, any questions for Commissioner Moran? Okay, Apparatus and Vehicles – Commissioner Howell.

APPARATUS – VEHICLES

Commissioner T.H.: Thank you, the following is an abbreviated summary of the report of our Apparatus. Engine One had an oil leak. It needs to be scheduled. It will be going down to the shop. Engine Two has a little bit of paint blistering which has been made aware of. The bell on the front bumper diamond plate is broken and that's going to be repaired. Engine 1-3 is scheduled for issues that were found from PM. That will be taken care of by Fire and Safety. On the ladder truck, 1-2-6, the primer was repaired. The front bumper diamond plate underneath that fell which cracked and that will be repaired. Officer's side telescoping light part is on order. On our new van the battery control switch was repaired by A&K and other items were the adapter, a ball valve leaking and State Line picked that up for repair, that's a portable part, and the portable generators 1, 2 and 3 were all serviced at Metuchen Mower and the entire report which is much longer I appreciate will be made part of our record. That's the end of my report Mr. President.

Commissioner J.C.K.: Okay, any questions for Commissioner Howell? Okay, we'll move on Fire Prevention – Commissioner Moran.

FIRE PREVENTION

Commissioner J.M.: The bureau is working with its added person that was brought in there. Inspections are moving along and the Fire Official is working on getting the water up to the project on Main Street getting that squared away working with the Water Company and the township. That's the Fire Prevention report.

Commissioner J.C.K.: Okay, any questions for Commissioner Moran? Okay, we got Telecommunication and Hydrants – Commissioner P. Kenny.

TELECOMMUNICATION AND HYDRANTS

Commissioner P. K. – Progress.

Commissioner J.C.K.: Okay, any questions on that? Building and Grounds – Commissioner Minkler.

BUILDING AND GROUNDS

Commissioner R.M.: Progress.

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

The report of Payroll and Bills for March, 2021:

Maria Bucsanszky: The bills for March, 2021.

Bills: \$1,253,111.86

Payroll: \$296,715.67

Commissioner Todd Howell made a motion to accept the bills and that we also pay the three add-on bills which total \$3,191.67 which was seconded by Commissioner Jeffrey Moran and carried unanimously except for Commissioner Todd Howell abstaining on Voucher 20166 and vote for all others.

Commissioner J.C.K.: Now we'll move on to the Treasurer's Report.

TREASURER'S REPORT:

Maria Bucsanszky: The Treasurer's Report for April, 2021.

Previous Balance – March 3 rd , 2021	\$4,878,272.98
Deposits	\$2,096,548.11
Payroll and Adjustments	\$380,959.22
Current Bills	\$1,253,111.86
Ending Balance as of April 7 th , 2021 without the add-on bills	\$5,340,750.01

Commissioner Todd Howell made a motion to accept the Treasurer's Report 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.: Okay, Unfinished Business – Commissioner P. Kenny.

UNFINISHED BUSINESS:

Commissioner P.K.: None.

Commissioner J.C.K.: Commissioner Minkler.

Commissioner R.M.: Nothing.

Commissioner J.C.K.: Commissioner Howell.

Commissioner T.H.: Nothing sir.

Commissioner J.C.K.: Commissioner Moran.

Commissioner J.M.: None.

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

Christopher Howell, Attorney: Just the issues involving Brook Street. I think that will be brought up in Executive Session. It involves legal and contract matters.

Commissioner J.C.K.: No problem. Chief Golden.

Chief John Golden: None.

Commissioner J.C.K.: Maria, anything?

Maria Bucsanszky: No.

Commissioner J.C.K.: Nicole, anything?

Nicole, Labor Attorney: No.

Commissioner J.C.K.: Marianne, anything?

Marianne Horta: No.

Commissioner J.C.K.: Okay, we'll move on. New Business – Commissioner P. Kenny.

NEW BUSINESS:

Commissioner P.K.: None.

Commissioner J.C.K.: 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.: Nothing.

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

Christopher Howell, Attorney: Nothing.

Commissioner J.C.K.: Chief.

Chief John Golden: I just want to send my deepest regret to the Bader family. I'd like to thank the Volunteer Fire Company, the shift that did the Easter Bunny hop and the member that was actually in the Easter Bunny costume. I heard it was a pretty good success. Other than that, I have nothing else.

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

Maria Bucsanszky: I have nothing.

Commissioner J.C.K.: Nicole.

Nicole – Labor Attorney: None.

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

Marianne Horta: None.

Commissioner J.C.K.: Okay, so we'll move to Remarks, Comments or Questions From The Audience and we'll start with Chief Mike Hapstak.

CHIEF'S REPORT:

	<u>2020</u>	<u>2021</u>
March Calls	60	63
Year Ending December	161	132

Chief Hapstak: That's the end of my report sir.

Commissioner J.C.K.: Okay, any questions for Mike? Okay, Lisa is there anyone from the Audience there?

REMARKS, COMMENTS OR QUESTIONS FROM THE AUDIENCE:

Lisa Lanza: There is none sir.

Commissioner J.C.K.: Okay, we have no one from the Audience so we do have one Resolution we will take care of now. This is going to be Resolution 2021-4-1. It is about Public Comments. I need a motion on that.

Commissioner Robert Minker, Sr. made a motion to approve Resolution 2021-4-1 which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: So, at this time I request a motion to go into Executive Session for Legal and Personnel Matters.

Commissioner Robert Minkler, Sr. made a motion to go into Executive Session for Legal and Personnel Matters which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner Robert Minker, Sr. made a motion to return to the Regular Meeting which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: Mr. Attorney would you please give a summary of what took place?

Christopher Howell, Attorney: Thank you Mr. President. Tonight's Executive Session involved the following items. We first discussed the upcoming election and the logistics that are going to be going into that which will be held on April 20th, 2021. We then heard from Labor Counsel and she advised us on the ongoing negotiations on the Collective Bargaining Agreement that we are negotiating with the Union. We then heard from our Purchasing Agent on the purchasing of a new vehicle and discussed that. We then moved on to 109 Green Street and discussed ongoing discussions about garage construction and capital improvement projects that we will be doing on that property. We then talked about purchasing a new piece of apparatus. We then moved on to Brook Street and continued our lease agreement with Wicks Construction Company behind the firehouse. And then we concluded...we heard from Chief Golden on our ongoing hiring process and that would conclude our Executive Session tonight Mr. President.

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

Commissioner R.M.: No sir.

Commissioner Robert Minkler, Sr. made a motion to adjourn the Regular Meeting which was seconded by Commissioner Todd Howell and carried unanimously.

Respectfully submitted,

Maria Bucsanszky
District Clerk

WOODBIDGE FIRE DISTRICT NO 1

MONTHLY BILL LIST

April 7, 2021

04/06/21

Date	Num	Name	Memo	Amount
Northfield Bank - Voucher				
03/19/2021	TEPS	Division of Pension & Benefits	2021 PERS Annual Employer Appropriation	-11,900.00
03/22/2021	20147	Comcast	Account #8499053400759387/Internet	-185.84
03/22/2021	20148	Elizabethtown Gas	Account #2164284700/Firehouse 01/25/2021-02/23/2021	-1,411.04
03/22/2021	20149	Postmaster	2 Rolls of Stamps	-110.00
03/22/2021	20150	Township of Woodbridge Sew...	Account #82031000-0 2021 Sewer Use Tax	-3,535.45
03/22/2021	20151	Verizon Wireless - Laptop Mod...	A/C# 982554463-00001/Laptop Modem	-760.40
03/22/2021	20152	AT&T	A/C# 0555384092001/ Landline 732-636-1725	-47.59
03/22/2021	20153	MIDDLESEX WATER COMPA...	Hydrant Service - March 2021	-42,820.44
03/22/2021	20154	Verizon Wireless	Acct# 585555042-00001/Cell Phones	-289.66
03/22/2021	20155	Comcast	Account #8499053400528238/TV	-27.89
03/22/2021	20156	Verizon Connect	C/S #WOOD028 Monthly Service February 2021	-97.14
03/23/2021	20158	NJ IAAI	Basic Fire Investigation Class (9)	-8,100.00
03/29/2021	TEPS	Division of Pension & Benefits	2021 PFRS Annual Employer Appropriation	-980,447.00
04/01/2021	20157	Catherine Crowe	Reimbursement - Health Benefits March 2021	-362.13
04/07/2021	20159	A&K Equipment Co	2020 Ford Van - Installed Front Jump Start Cable (1-3-10)	-325.00
04/07/2021	20160	Access Self Storage of Woodb...	Storage Rental Unit #17030 3/23-4/22, 4/23-5/22 & 5/23...	-1,170.00
04/07/2021	20161	ADVANCE AUTO PARTS	Supplies	-105.11
04/07/2021	20162	Bowco Laboratories Inc	Regular Service -March 2021	-38.00
04/07/2021	20163	Campbell Supply, Inc	2006 ALF-Fire Pump Issue-Truck 6 (1-2-6)	-363.20
04/07/2021	20164	Carpet Maven, L.L.C	Brushed Wood - Platform	-450.00
04/07/2021	20165	Charles Mangione	Website Set Up	-750.00
04/07/2021	20166	Christopher Howell	Monthly Fee - April 2021	-4,150.00
04/07/2021	20167	Columbia Southern University	Course:FIR 2302-Principles of Fire & EH-1010 English ...	-740.00
04/07/2021	20168	Delta Dental Plan of NJ	Group# 01063 - Dental Coverage 04/01/2021-04/30/2021	-12,027.00
04/07/2021	20169	ESS, Inc	5 - Batteries for Pagers	-139.28
04/07/2021	20170	Free Public Library of Sewaren	Building Usage - Fire Election -April 20, 2021 (2:00pm t...	-250.00
04/07/2021	20171	Glasson's Auto Repair	2013 Chevrolet Tahoe Chev - Tire & Brakes (1-3-1)	-1,228.71
04/07/2021	20172	Hoagland, Longo, Moran, Dun...	Professional Services Rendered	-3,225.00
04/07/2021	20173	Home News + Tribune	A/C ASB-076094 Public Notice Regular Meeting 03/03/2...	-25.80
04/07/2021	20174	Image First	Acct#43-WOODB000-Laundry Service	-328.72
04/07/2021	20175	Independent Overhead Door C...	Repaired Door #4-Cleaned & lubricated Brake Assembly	-293.50
04/07/2021	20176	International Code Council, Inc	'15 New Jersey Fire Code	-136.00
04/07/2021	20177	JFK EMS Training Center	17-BLS-ECards	-170.00
04/07/2021	20178	Life Insurance Company Of No...	Policy #GL-5474 Volunteer Life Insurance - April 2021	-296.62
04/07/2021	20179	Lowe's	Account 82131319024076/Supplies	-252.81
04/07/2021	20180	MANAGEMENT PARTNERS	Feasibility Report	-1,300.00
04/07/2021	20181	Margaret Sulej	Cleaning 109 Green Street 03032021	-180.00
04/07/2021	20182	Maria Bucsanszky, E.A.	Monthly Fee - April 2021	-5,833.34
04/07/2021	20183	Marianne K. Horta	Professional Service - Feb 2021 - March 2021	-650.00
04/07/2021	20184	Marie Gould	Reimbursement - Health Benefits March 2021	-362.13
04/07/2021	20185	Mary Ann Sofka	1/2 Hours Transcription for Special Meeting 3/11/2021	-12.50
04/07/2021	20186	Mary Karnas	Reimbursement - Health Benefits March 2021	-362.13
04/07/2021	20187	Meridian Occupational Health ...	Physicals Inv# 461301	-400.00
04/07/2021	20188	Metuchen Mower Inc	3-Honda Generators Repair	-362.31
04/07/2021	20189	Michael A Bilyak	Supplied & Wired New LED Flood Lights-109 Green Str...	-1,496.00
04/07/2021	20190	Middlesex County Utilities Auth...	Dumpster Bulk Waste Removal	-1,568.90
04/07/2021	20191	Minerva Cleaners	Cleaning of Bunker Gear	-86.00
04/07/2021	20192	Parker Web	Website	-37.25
04/07/2021	20193	Penguin Management, Inc.	12 Months Captain Plan & Streaming Audio 05/01/2021-...	-1,728.00
04/07/2021	20194	PSE&G	ACCOUNT 1301369209/Firehouse Parking Lot	-31.17
04/07/2021	20195	Rutgers Center for Governmen...	QPA Review - Golden, J.	-575.00
04/07/2021	20196	Sophie Bader	Reimbursement - Health Benefits March 2021	-362.13
04/07/2021	20197	Spectrotel	Account #34348561/Clerk	-52.78
04/07/2021	20198	Standard Insurance Company	Life Insurance - Policy #136829 - April 2021	-3,756.36
04/07/2021	20199	Staples	6035 5178 2066 2780 Supplies	-29.98
04/07/2021	20200	Survivor Fire & Safety Equipm...	Remounted (3) Fire Extinguishers & Angle Signs	-130.00
04/07/2021	20201	Township of Woodbridge	2021 Radio Maintenance Agreement	-21,221.00
04/07/2021	20202	Turnout Fire & Safety	Uniform/Minkler R.	-257.01
04/07/2021	20203	Tyler Technologies Inc	MobleEyes Inspector Maintenance 05/01/2020 - 04/30/2...	-2,905.35
04/07/2021	20204	U.S. Bank	Acct#4798531221546585/ Annual Membership Fee/US...	-110.17
04/07/2021	20205	W.B. Mason Co., Inc	C/S# C1235200 - Pads & Pop-Ups/109 Green Street	-23.62
04/07/2021	20206	Witmer Public Safety Group	Drum & Pain Wrench	-33.00
04/07/2021	20207	Access Self Storage of Woodb...	Storage Rental Unit #16029 4/18-5/15, 05/18-06/17 & 06...	-732.00
04/07/2021	20208	Amazon Capital Services	Pro Car Charger for Tablets	-20.57
04/07/2021	20209	Campbell Supply, Inc	2014 Spartan Pumper - Fire Pump Issue-Engine 1 (1-1)	-1,597.02
04/07/2021	20210	Charles Mangione	Website Maintenance - February 2021	-75.00
04/07/2021	20211	Comcast	Account #8499-05-340-0759387/Internet	-185.84
04/07/2021	20212	Elizabethtown Gas	Account #7194826935/109 Green St 02/23/2021-03/25/...	-256.13
04/07/2021	20213	Glasson's Auto Repair	Oil Changes on Vehicles	-690.41

Date	Num	Name	Memo	Amount
04/07/2021	20214	GovConnection, Inc	5 Surface Pros	-7,296.11
04/07/2021	20215	Home News + Tribune	Account#ASB-076094-Notice Election Meeting April 20, ...	-96.92
04/07/2021	20216	Image First	Acct#43-WOODB000-Laundry Service	-312.55
04/07/2021	20217	Madsen & Howell, Inc	Supplies	-154.00
04/07/2021	20218	Mary Ann Sofka	3 1/2 Hours Transcription for Regular Meeting 3/03/2021	-75.00
04/07/2021	20219	New Jersey Fire Equipment Co	(2) Leather Gloves	-198.00
04/07/2021	20220	PSE&G	Electric	-1,096.09
04/07/2021	20221	Spectrotel	Account #348180/Cad/Landline/Fire Alarm/Solar	-148.56
04/07/2021	20222	Survivor Fire & Safety Equipm...	Fire Extinguisher Inspection	-548.00
04/07/2021	20223	Township of Woodbridge Sew...	Account #82026400-0 -2021 Sewer/109 Green Street	-613.81
04/07/2021	20224	Turnout Fire & Safety	Uniform/York	-500.71
04/07/2021	20225	Turnout Rental	Rental Gear Extension for Duffy & Martinez	-420.00
04/07/2021	20226	Verizon Wireless	Acct# 585555042-00001/Cell Phones	-441.40
04/07/2021	20227	Vision Service Plan	Acct# 12 078480 0001 Vision Coverage April 2021	-1,768.00
04/07/2021	20228	Access Self Storage of Woodb...	Storage Rental Unit #16007 4/13-5/112, 05/13-06/12 & 0...	-1,155.00
04/07/2021	20229	Amazon Capital Services	50 Channel Wireless Microphone System	-588.99
04/07/2021	20230	Campbell Supply, Inc	2006 ALF - Cab Issue-Right Quatz Light Lense is Broker...	-731.30
04/07/2021	20231	Charles Mangione	Website Maintenance - March 2021	-75.00
04/07/2021	20232	Comcast	Account #8499053401168158/109 Green Street	-402.06
04/07/2021	20233	Elizabethtown Gas	Account #2164284700/Firehouse 02/23/2021 - 03/25/2021	-1,104.38
04/07/2021	20234	Glasson's Auto Repair	2020 Ford F450 Oil Change	-109.95
04/07/2021	20235	Home News + Tribune	Account#ASB-076094-Notice Regular on Meeting April ...	-56.50
04/07/2021	20236	Image First	Acct#43-WOODB000-Laundry Service	-312.55
04/07/2021	20237	Turnout Fire & Safety	Shirts/York	-110.99
04/07/2021	20239	Amazon Capital Services	Office Chair Mat-109 Green Street	-51.98
04/07/2021	20240	Glasson's Auto Repair	2017 Ford Expedition (1-3-1) Tires	-896.00
04/07/2021	TEPS	State of NJ- Health Benefits F...	Health & Prescription Benefits April 2021/Active	-78,966.67
04/07/2021	TEPS	State of New Jersey- Health B...	Retiree Health Benefits -04/01/2021 - 04/30/2021	-28,564.09
04/07/2021	20241	Amazon Capital Services	Monitor & Keyboard	-110.02
04/07/2021	20242	Glasson's Auto Repair	2020 Ford Transit1- Oil Change 1-3-10	-66.25
04/07/2021	20243	Amazon Capital Services	Designjet Inkjet	-145.98
04/07/2021	20244	Amazon Capital Services	Picture Frames - 418 School Street	-62.33
04/07/2021	20245	Amazon Capital Services	Bunny Mascot Costume - Easter	-131.99
04/07/2021	20247	Turnout Fire & Safety	Uniform Trousers/Fizer	-390.00
04/07/2021	20248	Francis Campbell	Workstation/Server Support/Maintnance, Email Hosting ...	-1,428.25
Total Northfield Bank - Voucher				-1,253,111.86
TOTAL				-1,253,111.86

2021- 4- 1

RESOLUTION

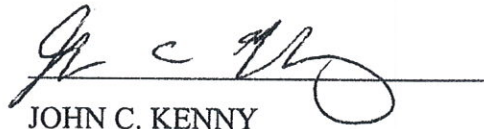
BE IT RESOLVED, by the Board of Fire Commissioners, Fire District #1, as follows:

WHEREAS the Woodbridge Township Board of Fire Commissioners, Fire District #1, is obligated to hold its monthly public meeting pursuant to the guidelines set forth in the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.); and

WHEREAS the Woodbridge Township Board of Fire Commissioners, Fire District #1 has an interest in holding its open meeting to the public in a fair, just and efficient manner as prescribed the aforementioned Act; and

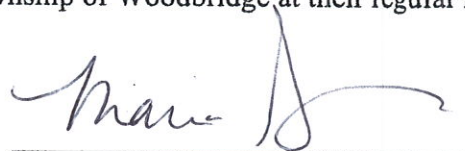
NOW, THEREFORE, BE IT RESOLVED by the Fire Commissioners of Fire District #1 of the Township of Woodbridge hereby authorize that the Public Comment portion of the monthly meeting be and is hereby limited to a total of five(5) minutes per person and that this rule shall take affect from this date forward.

BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1


JOHN C. KENNY

ADOPTED: April 7, 2021

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 April 7, 2021



MARIA BUCSANSZKY – Clerk

Chiefs Report

April 2021

From: Chief John Golden

I regret to inform the Board of the passing of Marilyn Bader, wife of retired member Lou Bader.

The Shared Service agreement with the Port Reading Fire Department has begun. All notifications have been made.

The apparatus mechanical bids have been received. Campbell Supply was the only vendor that returned a proposal. I have reviewed the proposal and recommend the contract be given to Campbell Supply.

I would like to thank the Board members who met with me regarding the proposed project at 109 Green Street. I will be the point of contact for the Administration.

The Department participated in the "Bunny Hop". I would like to recognize Commissioner John Kenny, Chief Mike Hapstak, FF Bruce Horvath, FF Patrick Fee, and Tour 1 for their participation.

Management Partners distributed the on-line survey and held interviews with members of the department. Terry Ramsey and I discussed what the next steps they will be taking to complete the Feasibility Study.

The Board met with the Administration to advance the Lexipol Standard Operating Guidelines.

The Administration held personal interviews with the remaining candidates for the position of Fire Fighter. My recommendation was submitted to the Board.

A grievance was filed on the temporary shift transfers for the fire investigation course. Working with the attorney the grievance was denied.

Chief John Golden



WOODBRIDGE FIRE DEPARTMENT

Monthly Pre-Plan Report

- Construction is continuing at 10 Green Street, The Greens at Woodbridge Station. (1) Five Story Multi-Family Building (232 Units, 11,700 SF of Retail Space). Anticipated completion of May 2021.
- Construction is continuing at 55 Brook Street, Brook Street Lofts. (1) Six Story Multi-Family Building (146 Units).
- Construction is continuing at Main Street & Mutton Hollow Road, Vermella Woodbridge. (5) Four to Five Story Multi-Family Buildings, (376 Units, 1 Clubhouse at 7,909 SF, 1 Retail Building at 9,800 SF and 1 Retail Building at 5,214 SF).
- Construction is continuing at 10 Main Street, Modera Woodbridge. (2) Seven Story Multi-Family Buildings, (279 Residential Units, 6,071 SF of Retail Space).
- Construction is continuing at Jacobs Landing.
- Construction at 1002 Route 9 North, Spring Hill Suites has resumed.
- Construction at Ross Street School has been completed. They are still awaiting a Certificate of Occupancy for the Gymnasium from the Township.
- A Computer Aided Dispatch Map monitor has been added to the Watch Desk for members to identify hydrant locations and water main sizes prior to response to an incident.
- An update to the Computer Aided Dispatch System was conducted containing the most recent updated hydrant locations and water main sizes. Also, the water main sizes have been color coded to the Hydrants to quickly identify the size of the water main.
- Addresses for the Port Reading Automatic-Aid Agreement have been added to Mobile Eyes with pre-plan information.
- Shift continued with the LOTO, elevator / escalator project.
- For the month of April, Tours 1, 2 and 4 will be finishing up the LOTO, elevator / escalator project.
- For the month of April Tour 3 is working on a District FDC project.
- Mobile Eyes and the CAD have been updated as information is received.
- B.C. M. Minkler had a Zoom meeting with Mobile Eyes to discuss pre-plan software updates.

March 2021



WOODBIDGE FIRE DEPARTMENT

Monthly Pre-Plan Report

- Shell, Fire Boat mooring project projected to start April 29, 2021.

Respectfully Submitted,

Mark J. Minkler
Battalion Chief CFEI / CVFI
Division of Pre-Incident Planning
Woodbridge Fire Department
418 School Street
Woodbridge, NJ 07095
Ph. 732-602-6050 Ext. 6178
Fax 732-602-6043
e-mail Minkler.m@wfdnj01.org

March 2021

To: Deputy Chief Paul
From: Battalion Chief Hines

Date: April 2 , 2021

Monthly Compliance Report for April 2021 Meeting

Monthly Requirements

- Building generator test 3/1/21
- Rae meter calibration 3/1/21
- Building extinguisher checks 3/14/21
- SCBA inspection 3/12/21
- Ground ladder inspections 2316/20

Quarterly Inspections

- None

Bi-Annual Inspections

- None

Annual Inspections

- Fit testing and annual medical questionnaire being conducted at this time

Upcoming Events/Other:

- None

Respectfully Submitted,
Battalion Chief David Hines

To: Deputy Chief Paul
From: Battalion Chief Hines

Date: March 1, 2021

Monthly Building Report for April 2021 Meeting

- Bowco monthly inside treatment of building restarted 3/4/21
- Bay 5 door repaired report on file 3/22/21
- Independent Door submitted several quotes for maintenance and safety upgrades.3/29/21
- Aquila submitted a quote for landscape maintenance.
- BAC worked on Watch Desk and Meeting room HVAC work order forwarded to Admin to authorize corrective action.3/25/21
- Rear of Meeting Room water leak due to power disconnected to condensate pump damaged ceiling and insulation, awaiting electrician 3/24/21
- Dunnigan was out to address reduced heat in the rear first floor and has made a temporary repair awaiting parts. 12/26/20
- Township Building Department issued CO for second floor
- New office furniture delivered and installed for BC office 3/31/21
- The building and equipment have been sanitized according to the SOG's and will continue for the foreseeable future. Hand sanitizer has been placed by the side and rear door and refilled as needed.

Respectfully submitted,
Battalion Chief, David Hines

WOODBIDGE FIRE PREVENTION BUREAU REPORT MARCH 2021

DATE: April 1, 2021

REPORT COVERING: MARCH

FIRE INVESTIGATIONS: 2

TOTAL INSPECTIONS COMPLETED IN MARCH:225

COMPLAINTS & SPOT INSPECTIONS:7

LIFE HAZARDS:18

QUARTERLY:0

SEMI-ANNUAL:0

NON- LIFE HAZARD USES:15

TOTAL REINSPECTIONS:38

PERMITS ISSUED:2

TOTAL AMOUNT BILLED IN MARCH: \$2,341.00

TOTAL AMOUNT COLLECTED IN MARCH: \$841.00

HOME INSPECTIONS: 0

FIRE SAFETY EDUCATION CLASSES: 0

REQUESTS: None

OTHER:

**Keith L. Repace
Captain/Fire Official**

Chief Golden,

The following is the summary equipment report for the month of March 2021.

1. Engine 1-1

- Oil leak – Needs to be scheduled into the shop (Campbell)
- Tank fill line repaired (Campbell)
- Paint blistering around driver front wheel well -Campbell made aware

2. Engine 1-2

- Officer Rear Door paint blistering – Campbell made aware
- Officer middle roll up door stripe bubbling – Campbell made aware
- Officer rear fold down step LED light repaired (Campbell)
- Bell on front bumper – diamond plate mount broken

3. Engine 1-3

- Being scheduled to repair issues found from PM by Fire & Safety

4. Truck 1-2-6

- Primer repaired (Campbell)
- Front bumper diamond plate under bell cracked
- Officer side telescoping light; lens cracked/broken –part on order (Campbell)

5. Van 1-3-10

- Battery control switch issue repaired by A&K

6. Other equipment items noted is as follows;

- Hydrant Adapter & Ball valve leaking – State Line picked up for repair
- Portable Generators #1, #2, & #3 were all serviced at Metuchen Mower

Please let me know if you have any questions. Thank you.

Robert Paul
Deputy Chief
Woodbridge Fire Department
418 School St.
Woodbridge, NJ 07095
(732) 326-2435

Monthly Equipment Report

March 2021

Engine 1

- Outstanding Issues
 - Paint blistering around driver front wheel well (Campbell)
 - Pin striping missing on front officer corner (Campbell)
 - Oil leak – Needs to be scheduled into the shop (Campbell)
 - Driver's Cab Compartment lighting damaged – due to irons rubbing against door
 - Officer's side intake has small leak – Notified Campbell
- Resolved
 - Tank fill line is cracked and in need of replacement – repaired by Campbell
 - Driver's cab compartment – irons moved to abate hazard – remains damaged

Engine 2

- Outstanding Issues
 - Driver side front bumper paint blistering – Campbell made aware
 - Officer Rear Door paint blistering – Campbell made aware (Possible slat replacement)
 - Officer middle roll up door stripe bubbling – Campbell made aware (Possible slat replacement)
 - Bell on front bumper – diamond plate mount broken
- Resolved
 - Officer rear fold down step LED light is out – repaired by Campbell

Engine 3

- Outstanding Issues
 - Batteries need replacement
 - License plate light out & rotted; new fixture required
 - Steering assist cylinder leaking and wheel hitting it
 - Bushing under radiator rotted
 - Volume light out on transfer valve
 - #4 discharge gauge inaccurate
 - Waiting on a date for repairs – will be done at Fire & Safety

Truck 6

- Outstanding
 - Officer side telescoping light; lens cracked/broken –part on order (Campbell)
 - L5 compartment light broken and lens cracked
 - R4 compartment light out
 - Bubbling paint in various spots
 - Front bumper diamond plate under bell cracked
 - Aerial Nozzle not operable diagnosed as circuit board – parts ordered by Campbell 3/26
 - #1 Cross-lay lever sticking
 - Discharge #2 does not lock
 - Pump panel ground light damaged
- Resolved
 - Primer not working – repaired by Campbell

Auxiliary Vehicles

- Outstanding
 - Ford vehicles: 1-3-8, 1-3-9, & 1-3-10 have active recalls on the back up cameras
 - Parts are on back order
 - Repair to be scheduled with Bell Ford when parts come in
 - Chevrolet vehicles: 1-3-1, 1-3-2., 1-3-6, & -1-3-7 have active recalls on the passenger airbag
 - Parts are on order
 - Repairs to be scheduled with Richard Lucas Chevrolet when parts come in
- Resolved
 - 1-3-11
 - windshield replaced via Heavenly Bodyworks
 - Oil change and service on
 - 1-3-1, 1-3-2, 1-3-5, 1-3-6, 1-3-8, 1-3-9, 1-3-10, & 1-3-11
 - 1-3-1
 - Tires
 - Front brakes, pads, and rotors
 - Sway bars replaced
 - 1-3-5
 - Tires
 - 1-3-10
 - A&K repaired battery drain issue

Turnout Gear

- Outstanding
 - Recruit Vega was advised to turn in all gear
 - Failed to turn in pager
 - Recruit Martinez advised to turn in all rental gear
 - Waiting on modifications to bid spec before we can measure for gear
- Resolved
 - Rental gear for Pereira & Butth returned to company via FedEx Ground

Equipment Out of Service

- Outstanding
 - Rescue Jacks bag damaged beyond repair
 - SCBA Regulator Assembly – Damaged doffing switch
 - Hydrant Adapter leaking – State Line picked up for repair
 - Ball valve leaking – State Line picked up for repair

Miscellaneous

- Outstanding
 - New leaf blower to be purchased during the spring
- Resolved
 - Portable Generators #1, #2, & #3 were all serviced at Metuchen Mower

Orders & Deliveries

- Ordered
 - Firefighting gloves XXL & Jumbo – NJFE
 - Foam Wrenches – The Fire Store
- Delivered
 - Five uniform pants
 - Five uniform shirts
 - Five eagles for the Bens II helmets with hardware from Safe-T
 - Two pairs of firefighting gloves XXL – NJFE
 - Uniform shirts - Turnout

Disposal List

- Outstanding
 - Failed hose from 2018, 2019, & 2020
 - Leaf Blower listed on GovDeals.com
- Resolved
 - One lot of hose sold on GovDeals.com

WOODBIDGE FIRE DEPARTMENT

418 School Street

Woodbridge, NJ 07095

Robert Minkler Jr.

Battalion Chief

Division of Training

732-602-6050 . 6181

Training Report March 2021

- Members attending the IAAI class completed their required online courses.
- Shifts are conducting refresher training on pumping.
- Shifts are conducting refresher training on aerial operations.
- Super Saturday is scheduled for April 17.
- Members completed Fire Official class at MCFA.

Respectfully submitted,

Robert Minkler, Jr.

Battalion Chief

Division of Training

Woodbridge Fire Department