

**Minutes of the Regular Meeting of the Board of Fire Commissioners, Fire District No. 1 was held on Wednesday, June 2, 2021 at 7:00 P.M.**

Commissioner John C. Kenny called the meeting to order.

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

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

A moment of silence was observed for our departed members and for special thoughts for the shootings that have taken place and the loss of one of our firefighters out in California yesterday.

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

**EXCUSED:** Commissioner Jeffrey Moran

**ALSO PRESENT:** Attorney – Christopher Howell  
Chief John Golden  
Nicole – Labor Attorney (via zoom)  
Chief Hapstak  
Maria Bucsanszky

Commissioner Robert Minkler, Sr. made a motion to approve the minutes of the Regular Meeting on May 5<sup>th</sup>, 2021 which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: We’ll move on to Committee Reports - Personnel and Liaison to the Volunteer Fire Company. That would be Commissioner Moran.

**COMMITTEE REPORTS**

**PERSONNEL AND LIAISON TO THE VOLUNTEER FIRE COMPANY**

Commissioner J.C.K.: I will say that I know that the drills have started with the Volunteers on Saturdays and Sundays and also they’ve been posting about different walkthroughs and different drills that are happening throughout the month. We did have one person resign which you are all aware of. Any questions for Personnel and Liaison To The Volunteer Fire Company? Okay, we’ll move on to Apparatus and Vehicles – Commissioner Howell.

## APPARATUS – VEHICLES

Commissioner T.H.: Thank you, the following is a summary of the repairs and the maintenance for the month of May. Engine One we had the oil leak repaired. The brakes were repaired on both Engine One and Two. Some paint was blistering; this is being repaired under warranty work. On Engine 1-2 the discharge gauges are being replaced and the bell on the front bumper diamond plate broke so that's going to be repaired. Engine 1-3 is scheduled for repair on June 7<sup>th</sup> to repair issues that were found by Fire and Safety. Truck 126, the diamond plate under that bell cracked so that's going to be repaired. The telescoping light is being repaired and I added on to this report that all eight tires on the rear of the truck which were severely worn were replaced. The Auxiliary Vehicles 1, 3, 8, 9 and 10 recall repairs were completed on the backup cameras. We received Safety Measured Personnel for our gear and on gov.deals we got rid of some hose that was sold. That's the end of my report. Mr. President I would like to have the entire report made part of our minutes though, thank you.

Commissioner J.C.K.: Okay, any questions for Commissioner Howell? We'll move on to Telecommunication and Hydrants – Commissioner P. Kenny.

## TELECOMMUNICATION AND HYDRANTS

Commissioner P. K. – The only thing I have sir is that the Water Company has been going around doing the hydrant flushing and painting hydrants in our district.

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

## BUILDING AND GROUNDS

Commissioner R.M.: Thank you Mr. President. The backroom air condition has been repaired along with the duct work in the hallway. Dunigan repaired an air hose in Bay Four. The thermostat in the backroom was also repaired. Dunigan is out to reduce the heat in the rear first floor and has made a temporary repair and the normal building stuff is ordered.

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

### **The report of Payroll and Bills for May, 2021:**

Commissioner John C. Kenny: The bills for May, 2021.

Bills: \$259,893.36

Commissioner Robert Minkler, Sr made a motion to pay the bills and vouchers totaling \$8,849.82 which was seconded by Commissioner Todd Howell and carried unanimously except Commissioner Todd Howell voting for all the items except Voucher #20351 which I will be abstaining on.

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

**TREASURER'S REPORT:**

Commissioner Patrick Kenny: The Treasurer's Report for June 2<sup>nd</sup>, 2021.

Previous Balance – May 5 <sup>th</sup> , 2021	\$4,819,977.04
Deposits	\$ 3,761.10
Payroll and Adjustments	\$ 352,232.15
Current Bills	\$ 259,893.36
Ending Balance as of June 2 <sup>nd</sup> , 2021 without the add-on bills	\$4,211,612.63

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

Commissioner J.C.K.: Communications.

**COMMUNICATIONS:**

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

**UNFINISHED BUSINESS:**

Commissioner P.K.: Nothing.

Commissioner J.C.K.: Commissioner Minkler.

Commissioner R.M.: Nothing at this time sir.

Commissioner J.C.K.: Commissioner Howell.

Commissioner T.H.: I have nothing sir.

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

Christopher Howell, Attorney: For Old Business I just want to let the Board know I did receive the official recorded original deed for 109 Green Street which gives you the Title Company in the County Clerk's Office. I can now proceed in filing the appropriate applications for tax exemption. I will submit that to the town and I should be able to get back with the Board at our next meeting as to whether or not we qualify for tax exemption which I see no reason why we wouldn't. And I just want the record to reflect that I have the original deed. I have given it to Lisa Lanza, our secretary, who will relay it to our Clerk, Maria, along with a small deposit check and a receipt back for the recorded fees that were not necessary, it was just an overage, and that was also given to Lisa to give to our Clerk and that's all I have on Old Business.

Commissioner J.C.K.: Okay, Chief Golden.

Chief John Golden: Nothing.

Commissioner J.C.K.: Okay, Nicole do you have anything?

Nicole, Labor Attorney: No.

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

**NEW BUSINESS:**

Commissioner P.K.: Nothing.

Commissioner J.C.K.: Commissioner Minkler.

Commissioner R.M.: Nothing.

Commissioner J.C.K.: Commissioner Howell.

Commissioner T.H.: I have no items.

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

Christopher Howell, Attorney: Nothing.

Commissioner J.C.K.: Chief Golden.

Chief John Golden: I just want to report I was contacted by Dolores Gioffre from the township Historical Preservation Commissioner. They're doing a booklet launch at the Fireman's Memorial on Saturday at 10:30 A.M. They ask that all members of the department be called to invite them. If you're going to show up, please show up in dress uniform and I got a request from the Historical Preservation. They'd like to put a sign out in front of the firehouse using a vehicle of the (inaudible). There's no cost

to the Fire District. They will do the sign, they will mold the sign and attach it, and put the sign up. We just need to tell them where so I polled the Board and they all agreed so I gave her authorization to go ahead and go through with that.

Commissioner J.C.K.: Okay.

Commissioner T.H.: Thank you.

Commissioner R.M.: Thank you Chief.

Commissioner J.C.K.: Okay, thanks Chief. Anything else?

Commissioner P.K.: It might be 10:00 A.M. on Saturday. I'll let you know.

Chief John Golden: Yeah, if you would please....

Commissioner P.K.: I'm actually going to be sending an email to all the fire departments.

Chief John Golden.: Okay, because I notify Colonia Corner and we're trying to get in touch with The Patch to do a little bit of a news thing.

Commissioner P.K.: The email I got I'll forward it to you when I get back home.

Chief John Golden: Okay.

Commissioner J.C.K.: Thank you.

Commissioner P.K.: They had to adjust the time because of something else going on.

Chief John Golden: Okay, they kind of know it and they kind of gave me a heads up but that's why they moved it. I think it was originally scheduled for 11:30 A.M. or 11:00 A.M. so if it got moved up again, please let me know so I can notify Colonia Corner.

Commissioner P.K.: I will.

Commissioner T.H.: Alright, good.

Commissioner J.C.K.: Okay, anything else Chief?

Chief John Golden: Nope.

Commissioner J.C.K.: Okay. We have two Resolutions. The first one is 2021-6-1 which is for tree removal at 109 Green Street.

Commissioner Patrick Kenny made a motion to authorize Resolution 2021-6-1 which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: Second one is Resolution 2021-6-2 which is approving Lexipol policies.

Commissioner Robert Minkler, Sr. made a motion to authorized Resolution 2021-6-2 which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: The other thing I have is I will be reaching out to everyone. Maybe we might have to do a Special Meeting some time in June. Management Partners is going to want to teleconference into us to talk about the Feasibility Study so that's on that and then that's where we are at. Okay, we'll move to Remarks, Comments or Questions From The Audience. Chief Hapstak.

**CHIEF'S REPORT:**

	<u>2020</u>	<u>2021</u>
May Calls	45	50
Year Ending December	244	237

Chief Hapstak: That's all I have Mr. President.

**REMARKS, COMMENTS OR QUESTIONS FROM THE AUDIENCE:**

Commissioner J.C.K.: Okay, anybody else have anything from the audience? Okay, Mr. Attorney do you have anything that you need to go to closed door on?

Christopher Howell, Attorney: I do not.

Commissioner J.C.K.: Okay, Nicole do you have anything to go into closed door on?

Nicole, Labor Attorney: No, I do not.

Commissioner J.C.K.: Chief, do you?

Chief John Golden: No not to go into closed but I just need to update you we sold SRECS this month \$4,700.00 in the SRECS credit and we notified Civil Service to finish the coding (inaudible) for the list. The list that we just used we had to code that all up before we request research cases.

Commissioner J.C.K.: Okay, anybody got anything?

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

Respectfully submitted,



Maria Bucsanszky  
District Clerk

# WOODBIDGE FIRE DISTRICT NO 1

## MONTHLY BILL LIST

June 2, 2021

05/27/21

Date	Num	Name	Memo	Amount
<b>Northfield Bank - Voucher</b>				
05/06/2021	20336	VALIC.	Group #63241 - 2020 LOSAP Contribution	-16,083.00
05/06/2021	20337	JAS Construction Corp.	Dugout Room-New Ceiling & Meeting Room Installed El...	-8,200.00
05/13/2021	20338	AT&T	A/C# 0555384092001/ Landline 732-636-1725	-45.17
05/13/2021	20339	Comcast	Account #8499053400528238/TV	-67.98
05/13/2021	20340	Elizabethtown Gas	Account #7194826935/109 Green Street 03/25/2021 - 0...	-119.96
05/13/2021	20341	MIDDLESEX WATER COMPA...	Hydrant Service - May 2021	-42,820.44
05/13/2021	20342	Verizon Wireless	Acct# 342401275-00001/Cell Phones	-208.28
05/13/2021	20343	MIDDLESEX WATER COMPA...	Account #6550200000 - Water Charge 02/08/2021 - 05/...	-612.12
05/13/2021	20344	Verizon Wireless	Acct# 585555042-00001/Cell Phones	-118.63
06/01/2021	20345	Catherine Crowe	Reimbursement - Health Benefits May 2021	-362.13
06/02/2021	20347	ADVANCE AUTO PARTS	Account #1872535921/Supplies - Washer Fluid	-6.42
06/02/2021	20348	Allied Oil	C/S# 4031394 - Fuel	-1,533.00
06/02/2021	20349	Amazon Capital Services	Rugged Case	-48.28
06/02/2021	20350	Bowco Laboratories Inc	Regular Service -May 2021	-38.00
06/02/2021	20351	Christopher Howell	Monthly Fee - June 2021	-4,150.00
06/02/2021	20352	Dell Marketing L.P.	Customer #014808267 - Primary Lithium-ion Battery	-235.92
06/02/2021	20353	Delta Dental Plan of NJ	Group# 01063 - Dental Coverage 06/01/2021-06/30/2021	-12,027.00
06/02/2021	20354	Hoagland, Longo, Moran, Dun...	Professional Services Rendered	-4,500.00
06/02/2021	20355	Image First	Laundry Service	-1,562.75
06/02/2021	20356	Institute for Forensic Psychology	Psychological Evaluations - 1 - Firefighter Candidate	-500.00
06/02/2021	20357	Lexipol	ANNUAL FIRE POLICY MANUAL & TRAINING BULLET...	-9,167.00
06/02/2021	20358	Life Insurance Company Of No...	Policy #GL-5474 Volunteer Life Insurance - June 2021	-285.33
06/02/2021	20359	Lowe's	Account 82131319024076/Supplies	-816.19
06/02/2021	20360	MANAGEMENT PARTNERS	Feasibility Report	-5,300.00
06/02/2021	20361	Margaret Sulej	Cleaning 109 Green Street 05/10/2021	-185.00
06/02/2021	20362	Maria Bucsanszky, E.A.	Monthly Fee - June 2021	-5,833.34
06/02/2021	20363	Marie Gould	Reimbursement - Health Benefits May 2021	-362.13
06/02/2021	20364	Mary Karnas	Reimbursement - Health Benefits May 2021	-362.13
06/02/2021	20365	Meridian Occupational Health ...	Physicals Inv# 462530	-240.00
06/02/2021	20366	Michael A Bilyak	Supplied & Installed New 30 Watt LED Flood Fixture in ...	-412.00
06/02/2021	20367	MIDDLESEX WATER COMPA...	Account #2541534661 - Water Charge 02/16/2021-05/0...	-146.15
06/02/2021	20368	New Jersey Fire Equipment Co	(7) SCOTT Ht Facemask W/O Bracket	-2,570.40
06/02/2021	20369	NJIAAI	Motor Vehicle Fire Investigation Course/ Jago & York	-800.00
06/02/2021	20370	PSE&G	ACCOUNT 7550582203 04/09/2021 - 05/07/2021/109 G...	-327.18
06/02/2021	20371	Saratoga Safeguard Solutions,...	Cap Gauge	-627.25
06/02/2021	20372	Silent Companion Corp	Account #F2745 -Fire Alarm /109 Green Street	-164.91
06/02/2021	20373	Sophie Bader	Reimbursement - Health Benefits May 2021	-362.13
06/02/2021	20374	Standard Insurance Company	Life Insurance - Policy #136829 - June 2021	-3,951.48
06/02/2021	20375	State Line Fire & Safety	Tail Gaskets & Lockite for Nut & Bolts	-99.15
06/02/2021	20376	Turnout Fire & Safety	Uniform/Walsh	-728.47
06/02/2021	20377	Verizon Connect	C/S #WOOD028 Monthly Service April 2021	-97.14
06/02/2021	20378	Verizon Wireless - Laptop Mod...	A/C# 982554463-00001/Laptop Modem	-760.30
06/02/2021	20379	W.B. Mason Co., Inc	C/S# C1235200 -Supplies	-88.78
06/02/2021	20380	Woodbridge Fire Co No.1	2021 Annual Stipend	-14,509.53
06/02/2021	20381	Amazon Capital Services	1 Toner	-229.00
06/02/2021	20382	Image First	Acct#43-WOODB000-Laundry Service	-312.55
06/02/2021	20383	MANAGEMENT PARTNERS	Feasibility Report	-5,900.30
06/02/2021	20384	Michael A Bilyak	Supplied & Installed Fixtures in Basement -109 Green S...	-1,322.50
06/02/2021	20385	New Jersey Fire Equipment Co	(1) SCOTT Ht Facemask W/O Bracket	-367.20
06/02/2021	20386	Silent Companion Corp	Account #F2196 - Replaced Control Battery Unit	-85.00
06/02/2021	20387	ADVANCE AUTO PARTS	Account #1872535921/Supplies - Foam Trailer Battery	-66.99
06/02/2021	20388	Comcast	Account #8499053401168158/109 Green Street	-402.95
06/02/2021	20389	Legal & Liability Risk Manage...	3 Phase II Fire Investigation Class #15497/Fizer R, York...	-855.00
06/02/2021	20390	PSE&G	ACCOUNT 1301369209/Firehouse Parking Lot	-28.70
06/02/2021	20391	Turnout Fire & Safety	UniformWagner	-99.00
06/02/2021	20392	Vision Service Plan	Acct# 12 078480 0001 Vision Coverage June 2021	-1,768.00
06/02/2021	20393	Witmer Public Safety Group	Streamlight Survivor Low Profile Face Cap	-127.50
06/02/2021	20394	PSE&G	ACCOUNT 7356632500/Firehouse 04/13/2021 - 05/11/2...	-303.32
06/02/2021	TEPS	State of New Jersey- Health B...	Health Benefits Retired - 06/01/2021 - 06/30/2021	-27,623.61
06/02/2021	TEPS	State of NJ- Health Benefits F...	Health & Prescription Benefits - June 2020	-78,966.67
Total Northfield Bank - Voucher				-259,893.36
<b>TOTAL</b>				<b>-259,893.36</b>



**Woodbridge Fire District 1**

**RESOLUTION #2021 – 6 – 1**

**RESOLUTION AWARDING CONTRACT FOR THE TREE REMOVAL AT 109 GREEN STREET FIRE ADMINISTRATION BUILDING**

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**WHEREAS** the Woodbridge Fire District 1 received quotes for the Tree Removal services required by Woodbridge Fire District 1, as prescribed by law, and

**WHEREAS** two tree service professionals were asked for quotes and one submitted a quote to provide tree removal services in accordance with the quote specifications, and

**WHEREAS** Treeminator submitted the lowest responsive quote in accordance with the quote specification, now therefore

**BE IT RESOLVED** by the Fire District 1 Commissioners, in the County of Middlesex, that the Fire District enter into an agreement with Treeminator, 144 Remsen Ave. Avenel, NJ 07001 for the Tree Removal services in the amount of \$40,000.00, and

**BE IT FURTHER RESOLVED** that the funds for this contract have been appropriated in the 2021 Budget.

Motion to approve made by Comm. Patrick Kenny, seconded by Comm. Robert Minkler Sr, all in favor.

Dated: June 2, 2021

2021 - 6 - 2

**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;

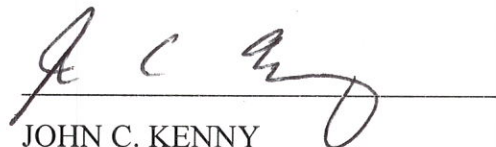
**WHEREAS**, the Fire Department personnel has increased in size over the years to keep pace with growing demands of the District; and

**WHEREAS**, the Fire Department has recognized the need to implement an electronic database of policies, procedures and/or standard operating guidelines (SOG) through Lexipol for the safety and security of personnel, the department and the community.

**NOW, THEREFORE, BE IT RESOLVED** by the Fire Commissioners of Fire District No. 1 of the Township of Woodbridge hereby have reviewed and approve the following policies, procedures and/or standard operating guidelines (SOG) and request same be implemented and made part of the department's Lexipol database this date:

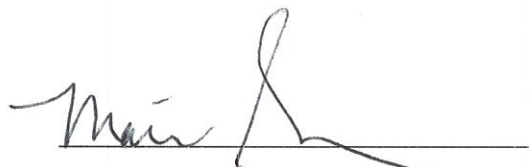
- 203 Training Policy
- 500 Fire Apparatus Driver/Operator Training
- 501 CPR and Automated External Defibrillator Training
- 502 Communicable Disease Training Program
- 504 Hazard Communication Program Training
- 505 Hazardous Materials (HAZMAT) Training
- 509 National Incident Management System (NIMS) Training
- 511 Respiratory Protection Training

BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT #1

  
JOHN C. KENNY

ADOPTED: June 2, 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 June 2, 2021

A handwritten signature in black ink, appearing to read 'Maria Bucsanszky', written over a horizontal line.

MARIA BUCSANSZKY – Clerk

## Chiefs Report

June 2021

From: Chief John Golden

I received a request from the Woodbridge Township Historic Preservation Commission to place a historical marker at 418 School Street. Individual Board members stated their support for the idea. I will be working with the Commission on this project.

The Woodbridge Township Historical Preservation Commission will be launching their version of the Emergency Service of Woodbridge booklets on June 5, 2021, at 10:30 am at the Fireman's' memorial on School Street.

The Administration has updated the Administration Bulletins regarding COVID 19 and rescinded Bulletins accordingly.

Lexipol Policies requiring approval,

- 203 Training Policy
- 500 Fire Apparatus Driver/ Operator Training
- 501 CPR and AED Training
- 502 Communicable Disease Training
- 504 Hazard Communication Program Training
- 505 HAZMAT Training
- 509 NIMS Training
- 511 Respiratory Protection Training

NJCSC coding to complete the certification list was submitted. We will be waiting for their response before we can certify the next list.

I would like to thank Commissioner Moran and Minkler for responding to the email "Responsibility when Chief is Absent".

I have initiated a conversation with Avenel Fire Department to enter into a Shared Auto Aide Agreement similar to Port Readings.

I initiated a conversation for a Shared Auto Aide response for water rescue with Port Reading Fire Department.

Work is continuing with Settembrino Architects on the total cost for 109 Green Street.

Ford Motor denied the credit application for the Escape. There was an issue with the paperwork. Marianne Horta is working to correct the issue.

The pool at 109 Green Street was tested and Marianne is working on obtaining a price quote for remediation.

Progress on the Explorer.

The department participated in a man overboard drill at Shell Oil. I would like to recognize BC Mark Minkler for his hard work on the success of the drill.

The monthly drills are being conducted with the inclusion of the volunteer division.

FI Jago was transferred to Fire Prevention.

Junior Fire Academy is scheduled for the week of July 19, 2021.

Respectfully Submitted,

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 is continuing at 1010 Route 9 North, Spring Hill Suites.
- Tours continued with the LOTO, elevator / escalator project.
- Information regarding electric vehicle charging stations installed throughout the district and electric vehicle fires was disseminated to all members.
- Each Tour completed pre-planning of 10 Woodbridge Center Drive. The opportunity was afforded to the volunteer division all four times. Two volunteer members attended, one interior, one non-interior.
- Each Tour completed pre-planning of 14 Convery Blvd. The opportunity was afforded to the volunteer division all four times. Three volunteer members attended, two interior, one non-interior.
- The Department conducted a man overboard drill with SHELL, 111 State Street. The Department worked with the Port Reading and Perth Amboy Fire Departments. Three volunteer members attended, two interior, one non-interior.
- SHELL, Fire Boat mooring project that was scheduled to start on April 29, 2021 has been delayed due to a contractor issue.
- Mobile Eyes and the CAD have been updated as information is received.

**May 2021**



# WOODBIDGE FIRE DEPARTMENT

## Monthly Pre-Plan Report

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

**May 2021**

**WOODBIDGE FIRE PREVENTION BUREAU REPORT  
MAY 2021**

**DATE: June 2, 2021**

**REPORT COVERING: MAY**

**FIRE INVESTIGATIONS: 1**

**TOTAL INSPECTIONS COMPLETED IN MAY:180**

**COMPLAINTS & SPOT INSPECTIONS:4**

**LIFE HAZARDS:16**

**QUARTERLY:0**

**SEMI-ANNUAL:0**

**NON- LIFE HAZARD USES:43**

**TOTAL REINSPECTIONS:110**

**PERMITS ISSUED:7**

**TOTAL AMOUNT BILLED IN MAY: \$4536.90**

**TOTAL AMOUNT COLLECTED IN MAY: \$965.00**

**HOME INSPECTIONS: 0**

**FIRE SAFETY EDUCATION CLASSES: 0**

**REQUESTS: None**

**OTHER:**

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



**To: Deputy Chief Paul**  
**From: Battalion Chief Hines**

**Date: May 28, 2021**

**Monthly Compliance Report for June 2021 Meeting**

**Monthly Requirements**

- Building generator test 5/3/21
- Rae meter calibration 5/3/21
- Building extinguisher checks 5/9/21
- SCBA inspection 5/14/21
- Ground ladder inspections 5/18/21

**Quarterly Inspections**

- None

**Bi-Annual Inspections**

- Hydrant inspections in progress

**Annual Inspections**

- Super Saturday 2<sup>nd</sup> chance completed May 12<sup>th</sup>
- ISFF Tags printed for career staff,

**Upcoming Events/Other:**

- Bay Cleaning
- Building Generator inspection
- Gear washing
- ISFF / exterior tag printing and issuing

Respectfully Submitted,  
Battalion Chief David Hines

**To: Deputy Chief Paul**  
**From: Battalion Chief Hines**

**Date: May 28, 2021**

### **Monthly Building Report for June 2021 Meeting**

- Wooden guardrail repaired by Woodbridge Township
- Fire escape repaired warranty work report on file 5/6/21
- Dunigan repaired air hose in bay 5 5/10/21
- Building boiler had a circulator cartridge malfunction Dunigan to check if warranty repair 5/11 & 5/12/21
- BAC repaired Back Room AC 5/14/21
- BAC re wrapped AC duct in hallway awaiting Bilyak to replace light 5/20/21
- Dunigan repaired air hose in bay 4 5/21/21
- BAC installed new AC thermostat in Back Room 5/24/21
- Dunnigan was out to address reduced heat in the rear first floor and has made a temporary repair awaiting parts. 12/26/20
- 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 DEPARTMENT**

**418 School Street**

**Woodbridge, NJ 07095**

*Robert Minkler Jr.*

*Battalion Chief*

*Division of Training*

*732-602-6050 Ext. 6181*

## **Training Report May 2021**

- The department completed bus MVX on May 16, 2021 and May 23, 2021 with the Hopelawn Fire Department. A thank you to the Woodbridge Police Impound for providing the busses
- Members conducted Company Drills on Saturdays and Sundays. The topic for Saturdays was the Forcible Entry Door. The topic for Sundays was the Roof Vent Prop.
- Members of the Department will be attending a class on gas emergencies given by Elizabethtown Gas June 1, 2021.
- All members of the VFC have completed their 2021 annual training.
- The department conducted a joint drill with the Perth Amboy and Port Reading Fire Departments for a Man Overboard at the Shell facility in Sewaren.
- In the process of putting together a Pump Operators class with Perth Amboy, Avenel, Fords and Port Reading Fire Departments.
- Working on the Junior Fire Academy that is scheduled for the week of July 19, 2021.
- Members have been assigned a online class in regards to Electric Vehicle Fires.

# Monthly Equipment Report

May 2021

## Engine 1

- Outstanding Issues
  - Pin striping missing on front officer corner (Campbell)
  - Driver's Cab Compartment lighting damaged – due to irons rubbing against door
  - Officer's side intake has small leak – Notified Campbell
- Resolved
  - Paint blistering around driver front wheel well Repaired by Campbell
    - Spartan agreed that the paint is covered under warranty
  - Oil leak – Repaired by Campbell
  - Brakes hanging up – Repaired by Campbell

## 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
  - Brakes hang up intermittently
  - Two discharge gauges cracked and a third shows signs of impending failure – Campbell notified
  - Generator oil light illuminated – Campbell notified

## 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 – follow up email sent

## Truck 6

- Outstanding
  - Bubbling paint in various spots
  - Front bumper diamond plate under bell cracked
  - #1 Cross-lay lever sticking – Campbell notified
  - Pump panel ground light damaged
  - Driver rear cab door lock not latching consistently – Campbell notified
  - Aerial Nozzle not operable diagnosed as circuit board – repaired by Campbell
    - Nozzle had control issues – Campbell notified to come back
- Resolved
  - Officer side telescoping light; lens cracked/broken –part on order (Campbell)
  - Discharge #2 does not lock – resolved

## Auxiliary Vehicles

- Outstanding
  - Havis dock charging issue was looked at by Major
    - They provided guidance and we will be contacting Havis directly
- Resolved
  - Ford vehicles: 1-3-8, 1-3-9, & 1-3-10 had recalls on the back up cameras
    - Repaired by Bell Ford

## 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
    - Information provided to Deputy Chief Paul for the attorney
  - Modifications to bid spec completed – Safe-T measured personnel for gear
    - Gear order placed for Captain Mastanduno & FF Napolitano
      - FF Napolitano order cancelled
    - All others awaiting approval

## Equipment Out of Service

- Outstanding
  - Rescue Jacks bag damaged beyond repair
    - Located replacement bag – waiting on price
  - Thermal Imaging Camera out of service – need new camera
- Resolved
  - SCBA cylinders hydrostatically tested without incident

## **Miscellaneous**

- Outstanding
  - Cutters Edge out of service – Will not start

## **Orders & Deliveries**

- Ordered
  - Uniforms – 3 shirts, 3 pants – Turnout
  - Leather radio pouch for XTS 2500
- Delivered
  - Li-ion batteries for Dell tablets – Dell
  - Streamlight Face Cap Assemblies – Fire Store

## **Disposal List**

- Outstanding
  - Outdated equipment in work room to place on auction site
- Resolved
  - All lots of hose from 2018 sold on GovDeals.com

Chief Golden,

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

1. Engine 1-1

- Oil leak –Repaired by Campbell
- Brakes hanging up – Repaired by Campbell
- Paint blistering around driver front wheel well –Repaired under Warranty

2. Engine 1-2

- Officer Rear Door paint blistering – Working w/Campbell/Spartan(Warranty)
- Officer middle roll up door stripe bubbling – See Above
- Discharge Gauges need replacing (Campbell Notified)
- Bell on front bumper – diamond plate mount broken

3. Engine 1-3

- Scheduled for 6/7/21 to repair issues found from PM by Fire & Safety

4. Truck 1-2-6

- Front bumper diamond plate under bell cracked
- Officer side telescoping light; lens cracked/broken –Repaired by Campbell

5. Auxiliary Vehicles

- 1-3-8, 1-3-9, & 1-3-10 Recall Repairs Completed for Back Up Cameras

6. Other equipment items noted is as follows;

- Remaining lots of hose sold on GovDeals.com
- Safe-T measured personnel for gear

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*