

**Minutes of the Regular Meeting of the Board of Fire Commissioners, Fire District No. 1 was held on Wednesday, September 1, 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 a special memory for Lieutenant Donald Trout from the Middlesex County Hazard Materials Unit – God rest.

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

**EXCUSED:** Commissioner Patrick Kenny

**ALSO PRESENT:** Attorney – Christopher Howell  
Chief John Golden  
Chief Mike Hapstak  
District Clerk - Maria Bucsanszky via zoom

Commissioner J.C.K.: I’d like to make a motion that all reports be part of the minutes.

Commissioner Robert Minkler, Sr. made a motion that all reports be part of the minutes which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: I need a motion to approve the minutes of the previous meeting.

Commissioner Robert Minkler, Sr. made a motion to approve the minutes of the Regular Meeting on August 4, 2021 which was seconded by Commissioner Todd Howell and carried unanimously.

**The report of Payroll and Bills for August, 2021:**

Maria Bucsanszky: The bills for August, 2021.

Bills: \$596,010.47

Payroll: \$291,372.30

Commissioner Todd Howell made a motion to pay the payroll and bills and also fifteen add-on bills which comes to a total of \$10,240.32 which was seconded by Commissioner Jeffrey Moran and carried unanimously except for Commissioner Todd Howell voting yes on all bills and all add-ons except Voucher 20622.

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

**TREASURER'S REPORT:**

Maria Bucsanszky: Treasurer's Report for September 1<sup>st</sup>, 2021.

Previous Balance – August 4 <sup>th</sup> , 2021	\$5,465,694.23
Deposits	\$ 24,833.21
Payroll and Adjustments	\$ 274,849.16
Current Bills	\$ 596,010.47
Ending Balance as of September 1 <sup>st</sup> , 2021 without the add-on bills	\$4,619,667.81

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 pass through to the Commissioners.

Commissioner J.C.K.: Okay, Unfinished Business – Commissioner Minkler.

**UNFINISHED BUSINESS:**

Commissioner R.M.: None at this time sir.

Commissioner J.C.K.: Commissioner Howell.

Commissioner T.H.: I have none sir.

Commissioner J.C.K. Commissioner Moran.

Commissioner J.M.: I have none.

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

Christopher Howell, Attorney: I just have an update. I spoke with the town Tax Assessor, Mr. Duda. He advised that we did qualify for tax exemption on 109 Green Street with a small caveat. The small caveat would be that we do rent out a portion of that building to our clerk for a commercial purpose and collect rent for that so Mr. Duda asked to come out some time in October or November to inspect the property to see how much of the property we rent for commercial purposes and we will pay a prorogue share of property tax on a yearly basis based on the percentage of space that we're renting and commercializing and making money on and he promised me it would be a small percentage because only a very small percentage is being rented out and there's no work around. I asked him if he could work around that in any way and there is not. That was disclosed on the application we filled out and disclosed if there was any rental on property and that's the reason why he discovered that so I wanted to advise the Board on that. We are approved but I would expect by probably 90% tax exempt and 10% not.

Commissioner J.C.K.: That's fine and we should also look because I think there are five districts that we use as a shared service, the same service, reduced cost so maybe we can see if there is something even more there because of the fact that all the districts use the same person and it's all being the majority of businesses for the fire service.

Christopher Howell, Attorney: So, I advised Maria about that development since it involves her rental. I gave Mr. Duda the contact information of Maria so that when he comes out, he'll be actually meeting with Maria to show that and then I asked Maria to notify me of the event and follow with a letter before he makes his final assessment of how much tax we're going to pay. I can advise him that the area that he inspected is not only utilized for Woodbridge Fire Department but four other districts, right?

Commissioner J.C.K.: It actually is for the districts and then at least...Maria is it two volunteer departments that you work with?

Maria Bucsanszky: I work with five districts and I have three volunteer fire companies also.

Commissioner J.C.K.: Okay, and in that back room, that far back room, that's pretty much used for the fire districts for processing our payrolls?

Maria Bucsanszky: Correct, the back room is used for Commissioners when they come upstairs and review information and also the payroll is processed for all those districts back there.

Christopher Howell, Attorney: Yeah, and that I don't think you're going to have a problem with. I spoke to him and I believe he's a very small area. I already told him

that we were sharing with the administration but you know I know Maria does use some space for...

Commissioner J.C.K.: Oh yeah there's a spot where the receptionist is and then there's where Maria's office is.

Christopher Howell, Attorney: So that's why I thought it would be wise is Maria is there and she could explain all that to the tax assessor and he had promise me that he would be fair and reasonable with the assessment but I figured an explanation would help along the way and then Maria just let me know when he is out there. I'll follow-up with a letter and make that argument and see if that helps since you use your services at other districts as well and maybe that could be taken into consideration. But the bottom line is there has to be some phenomenal assessment to make it fair because that's what the law requires so the good news is the majority of the property will be exempt.

Commissioner J.C.K.: And then Maria when you hear from Mr. Duda can you let the Chief know so that the Chief, in case he wants to know about the rest of the building, he can then guide him around and show him the basement, the first floor, his half of the second floor and it goes on so if he gets a better flavor of....

Maria Bucsanszky: Sure, definitely, and I would also assume that once the addition is complete the square footage changes again and I'll have even less square footage of the total domain so then Mr. Duda will revise the tax bill yet again in the future, correct?

Commissioner T.H.: Good point.

Christopher Howell, Attorney: Yeah, again I think that would be best memorialized in a formal letter just letting him know that. You let him know that in person. Chief you do the same when...he is coming out himself he's not going to send an agent. He said, I will come out myself because I just won't be out there until October or November. He couldn't give me a definitive date but I wouldn't relay that to Worley but then let me put that all in writing so that he has it and it could go in our file. I'm sure that 109 Green Street has a file with the tax department and it'll be documented so that we have it all reported. Yeah, I'll make that argument as well, alright, and then I'll get more information when he has to come out. It's on a yearly assessment so whenever he assesses for 2022 will be one figure. If we change that in the following years then he'll have to come out and reassess.

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

Chief John Golden: I have nothing.

Commissioner J.C.K.: Maria.

Maria Bucsanszky: Nothing.

Commissioner J.C.K.: Chief Hapstak, anything? Not your report. Do you have anything?

Chief Mike Hapstak: Yeah I do, just this.

Commissioner J.C.K.: Hold on, we'll get to you next.

Christopher Howell, Attorney: Mr. President I have one other thing I wanted to mention. I did speak to T&M who is also contracting with the sub-contractor EIN Consulting which is our awarded contract to the pool demolition and removal and abatement project they're doing. I had requested them to send over a formal contract of sale for tonight's meeting. They had problems getting it sent over on Monday. I followed up this morning just to see if they would follow through on that. I wasn't able to get ahold of anybody but I just wanted to let you know and the Board to know that we are working on trying to finalize that contract rather than wait a whole other month. I'll forward that to you and to the president and the rest of the Board once I have it and if, you know, meets with my approval and is done right I would recommend we sign it, get it under contract so that we have a formal agreement because right now we only have a proposal out there but we don't have a formal contract signed with the awarding contractor that has a formal bid on that so I just wanted to give the Board an update that's on that ongoing agreement that we approved last month I believe by Resolution.

Commissioner J.C.K.: Alright, thank you. Just one thing under Old Business just to get you up to date the Chief was very kind and got this on very quickly just on the gear update. The gear will be in the end of October. They are going to make sure that the bailout systems are here so that when the gear comes the bailout comes and I understand that Deputy Chief Balog is going to work with Battalion Robert Minkler with the training and we'll have that lined up so that everyone as advanced notice so there are no last minute things and they're also working on the ordering of the helmets that also I think we were asking for, okay. New Business – Commissioner Minkler.

**NEW BUSINESS:**

Commissioner R.M.: None at this time sir.

Commissioner J.C.K.: Commissioner Howell.

Commissioner T.H.: None at this time Mr. President.

Commissioner J.C.K.: Commissioner Moran.

Commissioner J.M.: No New Business.

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

Christopher Howell, Attorney: No New Business.

Commissioner J.C.K.: Chief.

Chief John Golden: Nothing.

Commissioner J.C.K.: Maria.

Maria Bucsanszky: Nothing.

Commissioner J.C.K.: Okay, so under New Business we have a couple of things. We're going to pass a Resolution in a minute but I'd like to thank the public for going ahead and having the trust and belief in us that we were doing the right thing in regards to Green Street and we'd like to thank everyone for their efforts. I know there were a lot of discussions when we were proposing and having little coffee get together to explain what the purpose was and what was going on and there was some very good open dialogue that took place to us from different people and employees and those conversations have not fallen on deaf ears as we will see tonight. So, we're going to be forming a Truck Committee. I had asked the Board members what they really were thinking. I also had an email to the Chief there so the Committee is going to be one person from the administration, Commissioner Howell and Commissioner Moran from the Board, the Battalion Chief of Equipment, four career and two volunteers and we ask that the volunteers be interior career certified and have some working knowledge of the truck and the needs of a truck and the Key Chairman of the Committee will be selected from the Committee and we are looking for a spec to be presented to the Board by January 15<sup>th</sup>, 2022; sooner is okay. The next thing is 2022 Budget so just to give a timeline out there we are looking at seeing Maria about the normal payroll and stuff and having that for September 30<sup>th</sup>. The Chief is going to meet with their Committees and I think somewhere by October 5<sup>th</sup> they will have their (inaudible) in then questions and then have the ideas that they would like to see proposed in 2022 presented to the full Board for the October meeting so then we can talk and find the pros and cons of them and see what we can handle or handle everything and then to have the budget ready for the November meeting and then when to follow it's process so that it gets through the speed and by the January meeting so one of the other things is Water Rescue. There's been talk amongst the Board so Commissioner Minker is going to be from the Board on the side but we would like Chief if you can to get at least four hard life rings, a hundred feet of rope each and make sure we have something like sixteen total life jackets and I'm looking...is the Board okay with the purchase of a zodiac?

Commissioner R.M.: Yes.

Commissioner T.H.: Yes.

Commissioner J.C.K.: I think they look like they run cheap. As we were talking it looks like it runs about maybe \$2,500.00 or something. I know that's not with the trailer but Commissioner Moran had some ideas about how the boat could be transported so he'll talk to you on that.

Chief John Golden: Question on the life jacket we have PFDs that we already purchased. Are we looking for different life jackets? Everybody has the PFD inflatables; are we looking for....

Commissioner J.C.K.: I think that's a lot easier to move around, right?

Chief John Golden: I have a call out to the Chief, the Airrosti Team, to get a more definitive answer but I don't know if they need something more substantial to go in that boat. Do you know anything?

Commissioner R.M.: I'm going to meet with one of the guys from the Airrosti Team. He's been deployed on Task Force One; he's coming back today. I got to get some equipment for down there that he asked me to so I got to figure that out.

Chief John Golden: Okay, so whatever you find out just forward it to me.

Commissioner R.M.: Yup.

Commissioner J.C.K.: Okay, anybody else got anything under New Business?

Commissioner T.H.: Negative.

Commissioner J.C.K.: Okay, so we have a couple of Resolutions. The first one is 2021-9-1 and this is for the election certification and the final vote was 348 yes – 237 no.

Commissioner Robert Minkler, Sr. made a motion to approve Resolution 2021-9-1 which was seconded by Commissioner Jeffrey Moran and carried unanimously.

Commissioner J.C.K.: Next one, 2021-9-2 and this is for the Board to be able to have a structure in place that we can expend funds in regards to whatever we need with 109 Green Street for the project until the bonds are fully out there and this cost would back against the Bond.

Commissioner Todd Howell made a motion to approve Resolution 2021-9-2 which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner J.C.K.: Next one is 2021-9-3 and this is for a personal service agreement with Colliers Engineering and this is to do a traffic study. This is to take what is going on now, what's going to be happening on Main Street and what's going

on with Green Street coming in with their warehouse potential covering the back road and the impact that will be to the department in trying to reach the further ends of the district. The upper main streets, the mall and out by Home Depot so we can find out where we are really at there.

Commissioner Todd Howell made a motion to approve Resolution 2021-9-3 which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner J.C.K.: Chief, on this next one 2021-9-4 can you please get us the latest copy to each of the Commissioners? We'd like to just review it before we approve it. Okay, the next one is 2021-9-5 and that's going to be a Change Order for T&M in regards for the demolition of the pool.

Commissioner Robert Minkler, Sr. made a motion to approve Resolution 2021-9-4 (note: previous 2021-9-5 – re-numbered to 2021-9-4) which was seconded by Commissioner Howell and carried unanimously.

Commissioner J.C.K.: Okay, that's all I have under Resolutions. We'll move on to Remarks, Comments or Questions From the Audience and we'll start with Chief Hapstak who I see in the audience back there.

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

**CHIEF'S REPORT:**

	<u>2020</u>	<u>2021</u>
August Calls	116	61
Year Ending December	490	415

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

Commissioner J.C.K.: Okay Chief. Have you talked to Chief Golden in regards to what you think you're going to have going on for the convention?

Chief Hapstak: No but I will talk to him.

Commissioner J.C.K.: Okay, and then Chief you're just going to do the normal of what we have always done in the past with the coverage.

Chief Hapstak: Yes.

Commissioner J.C.K.: Okay, anybody have anything else to comment?

Commissioner R.M.: No sir.

Commissioner T.H.: Nope.



Commissioner J.M.: No.

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

Christopher Howell, Attorney: Nothing sir.

Commissioner J.C.K.: Chief.

Chief John Golden: Nothing.

Commissioner J.C.K.: Maria.

Maria Bucsanszky: The VSP renewal.

Commissioner J.C.K.: Yes.

Maria Bucsanszky: We just need one approval.

Commissioner J.C.K. Is everyone in agreement about a motion to renew vision?

Commissioner Robert Minkler, Sr. made a motion to approve the renew of VSP which was seconded by Commissioner Jeffrey Moran and carried unanimously.

Commissioner J.C.K.: And that will be with the one where the rates stay at the same.

Maria Bucsanszky: Correct no change and it's for two years.

Commissioner T.H.: That's good.

Commissioner J.C.K.: Okay, and then also what about the life insurance? Everyone okay...you go the email on the life insurance?

Commissioner R.M.: Yes.

Commissioner T.H.: Yes.

Commissioner J.M.: Yes.

Commissioner Todd Howell made a motion to leave the life insurance exactly the same as was advised and told which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner J.C.K.: Anything else Maria?

Maria Bucsanszky: No, I'm good.

Commissioner J.C.K.: Okay, motion to adjourn

Commissioner Robert Minkler, Sr. made a motion to adjourn the Regular Meeting at 7:24 P.M. which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Respectfully submitted,

Maria Bucsanszky  
District Clerk

# WOODBIDGE FIRE DISTRICT NO 1

## MONTHLY BILL LIST

September 1, 2021

08/25/21

Date	Num	Name	Memo	Amount
<b>Northfield Bank - Voucher</b>				
08/05/2021	20587	Amazon Capital Services	IRONCK Lateral Filing Cabinet	-99.00
08/05/2021	20588	Campbell Supply, Inc	2006 ALF - Failed Charge Air Cooler Hose Truck 6 (1-2-6)	-762.17
08/05/2021	20589	Charles Mangione	Website Maintenance - July 2021	-75.00
08/05/2021	20590	Comcast	Account #8499053400759387/Internet	-185.84
08/05/2021	20591	Home News + Tribune	Account#ASB-076094-Notice Special Election August 1...	-27.52
08/05/2021	20592	MANAGEMENT PARTNERS	Feasibility Report	-900.00
08/05/2021	20593	NJ Advance Media (Star Ledger)	Account #XWOOD2393021 -Notice - Special Election 0...	-85.25
08/05/2021	20594	NJ EPA	2021 Conference #OEM/McNamara	-170.00
08/05/2021	20595	Parker Web	Website Hosting - Domain Name Registratio & Annual ...	-240.00
08/05/2021	20596	Penyak Roofing Co	Roof Repair - 418 School Street	-6,600.00
08/05/2021	20597	Stone Mountain Printing	Signs for 109 Green Street	-152.00
08/05/2021	20598	U.S. Bank	Acct#4798531221546585/ Jr Academy Supplies & Subs...	-693.30
08/05/2021	20599	W.B. Mason Co., Inc	C/S# C1235200 -Supplies - Dispenser	-59.99
08/05/2021	20600	Campbell Supply, Inc	2006 ALF - 6 New Batteries Truck 6 (1-2-6)	-2,261.98
08/12/2021	20601	AT&T	A/C# 0555384092001/ Landline 732-636-1725	-44.63
08/12/2021	20602	Comcast	Account #8499053400759387/Internet	-67.98
08/12/2021	20603	Elizabethtown Gas	Account #2164284700/Firehouse 06/24/2021 - 07/26/2021	-410.11
08/12/2021	20604	Lillian's Treeminator Inc	Tree Removal/ 109 Green Street	-43,000.00
08/12/2021	20605	MIDDLESEX WATER COMPA...	Hydrant Service - August 2021	-42,820.44
08/12/2021	20606	Verizon Connect	C/S #WOOD028 Monthly Service July 2021	-97.14
08/12/2021	20607	Elizabethtown Gas	Account #7194826935/109 Green Street 06/24/2021 - 0...	-67.83
08/12/2021	20608	MIDDLESEX WATER COMPA...	Account #6550200000 - Water Charge 05/06/2021 - 08/...	-889.82
08/12/2021	20609	Verizon Wireless - Laptop Mod...	A/C# 982554463-00001/Laptop Modem	-760.74
08/12/2021	20610	Verizon Wireless	Acct# 585555042-00001/Cell Phones	-206.90
08/18/2021	20612	John Mitch	Chairman - Special Fire Election -August 18, 2021	-599.00
08/18/2021	20613	Linda Peterson	Poll Worker-Special ELection August 18, 2021 Sewaren ...	-175.00
08/18/2021	20614	Betty Sullivan	Poll Worker - Special Fire Election - August 18, 2021	-150.00
08/18/2021	20615	ELECTEC, INC	Voting Machines/Technician -Special Fire Election - Aug...	-3,734.00
09/01/2021	20611	Catherine Crowe	Reimbursement - Health Benefits August 2021	-362.13
09/01/2021	20617	Allied Oil	C/S# 4031394 - Fuel	-1,413.51
09/01/2021	20618	Amazon Capital Services	Ring Video Doorbell/109 Green Street	-162.68
09/01/2021	20619	Board of Fire Commissioners ...	Dispatch - 3rd Qtr 2021	-19,527.25
09/01/2021	20620	Bowco Laboratories Inc	Regular Service -August 2021 - 418 School Street	-38.00
09/01/2021	20621	Campbell Supply, Inc	2006 ALF - Engine Issue Sublet Frt Truck Overheating ...	-1,724.08
09/01/2021	20622	Christopher Howell	Monthly Fee - September 2021	-4,150.00
09/01/2021	20623	Comcast	Account #8499053401168158/109 Green Street	-461.46
09/01/2021	20624	CUMMINS POWER SYSTEM...	Battery Replacement	-1,359.20
09/01/2021	20625	Dara Audio Visual Specialists	ADD A/V Port & Wire Mics	-1,957.29
09/01/2021	20626	Delta Dental Plan of NJ	Group# 01063 - Dental Coverage 09/01/2021-09/30/2021	-12,315.37
09/01/2021	20627	Francis Campbell	Workstation/Server Support & Maintenance & Email Hos...	-1,333.25
09/01/2021	20628	Gen-el Safety & Industrial Prod...	Oxygen Sensor	-206.15
09/01/2021	20629	Glasson's Auto Repair	Auto Repairs 2009 Chev Sub 1-3-7	-1,471.71
09/01/2021	20630	Hoagland, Longo, Moran, Dun...	Professional Services Rendered	-4,875.00
09/01/2021	20631	Home News + Tribune	Account#ASB-076094-Notice Reschedule Regular Meeti...	-8.17
09/01/2021	20632	Life Insurance Company Of No...	Policy #GL-5474 Volunteer Life Insurance - September ...	-285.33
09/01/2021	20633	Lowe's	Account 82131319024076/Supplies	-1,012.24
09/01/2021	20634	Maria Bucsanszky, E.A.	Monthly Fee - September 2021	-5,833.34
09/01/2021	20635	Marie Gould	Reimbursement - Health Benefits August 2021	-362.13
09/01/2021	20636	Mary Ann Sofka	8 Hours Transcription for Regular Meeting August 4, 2021	-200.00
09/01/2021	20637	Mary Karnas	Reimbursemtn - Health Benefits August 2021	-362.13
09/01/2021	20638	Michael A Bilyak	Supply & Installed Lighting Power Supply to Front Lawn ...	-1,424.00
09/01/2021	20639	Middlesex County Fire Academy	Course:01-1605-20/Fire Officer 11/5, 11/7, 11/9, 11/14, ...	-2,190.00
09/01/2021	20640	MIDDLESEX WATER COMPA...	Account #2541534661 - Water Charges 06/21/2021 - 08...	-67.81
09/01/2021	20641	New Jersey Fire Equipment Co	Flow Test	-75.70
09/01/2021	20642	NJ Advance Media (Star Ledger)	Account #XWOOD2393021 -Notice - Date Change Reg...	-26.35
09/01/2021	20643	Owen S Dunigan & Co, Inc	Repair Sink in Basement	-145.00
09/01/2021	20644	Penyak Roofing Co	Roof Repair - 109 Green Street	-500.00
09/01/2021	20645	PSE&G	Acct#7550582203/109 Green Street 07/09/2021 - 08/06/...	-666.37
09/01/2021	20646	Rudy's & Vitor's, V.A.S. Co., Inc	Hi Low Head Lamp	-19.75
09/01/2021	20647	Skylands Area Fire Equipment ...	(86) Tails & (87) Pants	-300,231.88
09/01/2021	20648	Sophie Bader	Reimbursement - Health Benefits August 2021	-362.13
09/01/2021	20649	Standard Insurance Company	Life Insurance - Policy #136829 - September 2021	-3,821.40
09/01/2021	20650	Staples	6035 5178 2066 2780 Supplies-Office Supplies	-381.33
09/01/2021	20651	Stone Mountain Printing	Signs for Door at 109 Green Street	-78.00
09/01/2021	20652	Survivor Fire & Safety Equipm...	Fire Extinguisher - Dry/Wet Chem Sys Inspection	-215.50
09/01/2021	20653	Vision Service Plan	Acct# 12 078480 0001 Vision Coverage September 2021	-1,788.80
09/01/2021	20654	W.B. Mason Co., Inc	C/S# C1235200 -Supplies - Paper	-69.98
09/01/2021	20655	Bowco Laboratories Inc	(2) Treatments for Gnats	-100.00
09/01/2021	20656	Campbell Supply, Inc	2014 Sparta Pumper - Suspension Repairs & Towing En...	-3,375.00

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
09/01/2021	20657	Gen-el Safety & Industrial Prod...	Cal Gas & Handling Charges	-200.00
09/01/2021	20658	Glasson's Auto Repair	2009 Chevrolet Suburban - Speed Sensor (1-3-7)	-375.70
09/01/2021	20659	Home News + Tribune	Account#ASB-076094-Notice Special Election - August ...	-66.82
09/01/2021	20660	New Jersey Fire Equipment Co	Globe Boots - Carrick	-428.00
09/01/2021	20661	NJ Advance Media (Star Ledger)	Account #XWOOD2393021 -Notice - Special Election - ...	-172.15
09/01/2021	20662	Owen S Dunigan & Co, Inc	Removed Baseboard in Bathroom & Installed Two Them...	-3,674.92
09/01/2021	20663	PSE&G	Acct#73566325000/Firehouse 07/13/2021- 08/10/2021	-834.93
09/01/2021	20664	W.B. Mason Co., Inc	C/S# C1235200 -Supplies - Binder Ring	-7.32
09/01/2021	20665	New Jersey Fire Equipment Co	SCBA Flow Test Annual	-2,129.97
09/01/2021	20666	Owen S Dunigan & Co, Inc	Repaired Toilet - Leaking	-195.00
09/01/2021	20667	PSE&G	Acct#1301369209/Firehouse Parking Lot	-27.29
09/01/2021	20668	W.B. Mason Co., Inc	C/S# C1235200 - Supplies	-57.30
09/01/2021	20669	New Jersey Fire Equipment Co	Blitz Fire Trip Mechnasim Kit	-98.00
09/01/2021	TEPS	State of NJ- Health Benefits F...	Health & Prescription Benefits 09/01/2021 - 09/30/2021	-79,824.40
09/01/2021	TEPS	State of New Jersey- Health B...	Health Benefits Retired - 09/01/2021 - 09/30/2021	-27,623.61
Total Northfield Bank - Voucher				-596,010.47
<b>TOTAL</b>				<b>-596,010.47</b>

#2021 – 9 - 1

WOODBIDGE TOWNSHIP BOARD OF FIRE COMMISSIONERS  
DISTRICT 1  
WOODBIDGE, NJ

RESOLUTION  
Special Fire Election Certification

WHEREAS, the Board of Fire Commissioners, Woodbridge Township District 1, Woodbridge held a special fire election in accordance with NJSA 40A:17-72 on August 18, 2021, 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:

Public Question

BE IT RESOLVED, that The Commissioners of Fire District No. 1 in the Township of Woodbridge, County of Middlesex, New Jersey shall:

(A) (i) renovate and construct an addition to the existing Fire District administrative building located at 109 Green Street in the Fire District and also construct a new garage building at such site, including undertaking of various site improvements and undertaking or acquiring all work, materials, equipment, furnishings and appurtenances necessary and suitable therefor, and (ii) acquire a new ladder fire truck, including related apparatus and equipment;

(B) expend therefore not exceeding \$7,900,000;

(C) appropriate \$500,000 from the Reserve For Fire Truck to pay a portion of the cost of the acquisition of the fire truck authorized in (A)(ii) above; and

(D) issue bonds or notes of the Fire District in the principal amount not exceeding \$7,400,000.

YES – 348 votes

NO – 237 votes

Motion to certify election results made by Comm. Minkler Sr, seconded by Comm. Howell, all in favor.

A handwritten signature in cursive script, appearing to read "Maria Bucsanszky". The signature is written in black ink and is positioned above a horizontal line.

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Maria Bucsanszky  
District Clerk

September 1, 2021

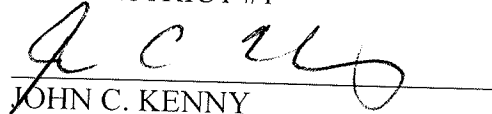
2021 - 9- 2

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF FIRE DISTRICT NO. 1, STATING THE FIRE DISTRICT'S REASONABLE EXPECTATION TO REIMBURSE ITSELF FOR EXPENDITURES INCURRED FOR PROJECT COSTS AT 109 GREEN STREET WITH THE PROCEEDS OF BONDS OR NOTES**

WHEREAS, the Woodbridge Board of Fire Commissioners, Fire District #1 held a special fire election on August 18, 2021 in accordance with N.J.S.A. 40A:17-72 wherein the public approved (i.) the renovations and construction to the existing Fire District administrative building located 109 Green Street, Woodbridge, NJ; and (ii.) acquire a new ladder truck and related apparatus and equipment to be financed by bonds or notes not to exceed \$7,400,000.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners of Fire District No. 1, that if in the event the Fire District incurs such expenditures for engineering, architect, legal/ professional services and/or any other reasonable but necessary project costs associated with the renovation and construction at 109 Green Street prior to the issuance of the bonds or notes, the Fire District hereby states its reasonable expectation to reimburse itself for such expenditures with the proceeds of such bonds or notes in the maximum principal amount of bonds or notes authorized by the bond resolution.

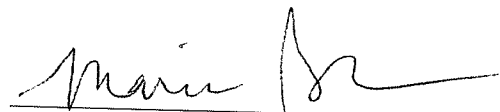
BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT #1

  
JOHN C. KENNY

*September*  
ADOPTED: August 1, 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 August 1, 2021.

*September*

  
MARIA BUCSANSZKY - Clerk

*The firm to approve made by Comm. Howell, seconded by  
Comm. McMane Sr., All in favor.*

2021-9-3

WOODBIDGE FIRE DISTRICT #1

**RESOLUTION AUTHORIZING EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH COLLIERS ENGINEERING & DESIGN FOR TRAFFIC STUDY**

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**WHEREAS** the Woodbridge Fire District #1 has a need to engage a professional engineering firm to provide Traffic Study: Traffic Volume Projection & Crash Evaluation & Response Time Study; and

**WHEREAS** the Local Public Contracts Law; N.J.S.A 40A:11-5, authorizes the Fire District to enter into a contracts for professional services without public bidding; and

**WHEREAS** this contract is being awarded in accordance with the requirements of N.J.S.A. 19:44A-20.5 et seq; and

**WHEREAS** Colliers Engineering & Design has completed and submitted their Business Entity Disclosure Certification certifying that they have not made any reportable contributions to any political or candidate committee in the Woodbridge Fire District #1 in the previous one-year period, and the subject contract will prohibit said corporations from making any reportable contributions during the term of this contract.

**NOW, THEREFORE, BE IT RESOLVED** by the Woodbridge Fire District #1 Commissioners, in the County of Middlesex, that the District enter into an agreement with Colliers Engineering & Design for the provisions of a traffic study in an amount not to exceed \$32,500.00, in accordance with the proposal submitted by the vendor.

**BE IT FURTHER RESOLVED** that the Woodbridge Fire District #1 Fire Commissioners be and they are hereby authorized to execute and attest an agreement with Colliers Engineering & Design in accordance with this resolution.

Motion to accept made by Comm. Howell /

Recorded by Comm. Ninkhfi, AIF.

dated - September 1, 2021

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2021-9-5<sup>4</sup>

**WOODBRIIDGE FIRE DISTRICT #1**

**RESOLUTION AUTHORIZING THE AMENDMENT OF THE NOT TO EXCEED AMOUNT THAT WAS PASSED ON 2/3/2021 AUTHORIZING THE TOWNSHIP'S CONTRACT FOR 109 GREEN STREET POOL DEMOLITION WITH T & M ASSOCIATES**

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**Whereas** on February 2, 2021 the Fire District #1 awarded a contract to T & M Associates to provide engineering services for the 109 Green Street pool demolition in the amount not to exceed \$7,200.00, as prescribed by law; and

**WHEREAS** T & M Associates, has satisfactorily completed this contract to-date and due to an increase in the scope of service additional services will be required to continue providing these services required by the District which will cause the \$7,200.00 amount to be exceeded; and

**WHEREAS** it is requested to increase the not-to-exceed amount of the current contract with T & M Associates from \$7,200.00 to \$10,700.00, and increase of \$3,500.00 for the current contract period.

**NOW, THEREFORE , BE IT RESOLVED** by the Commissioners of Woodbridge Fire District #1, in the County of Middlesex, that the Fire District revise the agreement with T & M Associates for the Engineering Services as indicated above increasing the not-to-exceed amount from \$7,200.00 to \$10,700.00; and

**BE IT FURHTER RESOLVED** that the Commissioners has certified that funds for this purpose in the additional amount of \$3,500.00 have been provided in the 2021 budget.

MOTION TO APPROVE made by Comm. *Michael Sr*, seconded by Comm. *Howell*, all in favor.

Dated: September 1, 2021

## Chiefs Report

August 2021

From: Chief John Golden

The Bond question passed. I would like to acknowledge all who participated:

- The Board of Fire Commissioners.
- Deputy Chief Balog and Lisa Lanza.
- Tour 3.
- Maria B.
- John Mitch.
- The poll clerks.
- The voters who supported the Department in our future growth.

We were notified by FEMA, the department will receive reimbursement for \$18,347.36, for the project dated January through April 2021. I would like to thank DC Balog, DC Paul, Lisa, and Maria for their hard work.

On August 25, 2021, The Boards Attorney and myself participated in the Arbitration for grievance W-002-21. The Boards Attorney can provide better information on the next step.

Building update for 109 Green Street:

- Landscaping – done.
- Lawn Sprinklers – done.
- Power wash and gutters cleaned – done.
- Sign and lights – done.
- Trees cut and removed – done.
- Rear steps – done, waiting on railing.

I would like to acknowledge Lisa Lanza for her hard work.

The hiring process is continuing. Employment packets are back, reference letters have been returned, and we are waiting for the Police background checks to come in.

The Water Rescue Shared Service was put into effect. There have been a couple of occasions when this has been activated and I have not heard of any issues.

I received a personal complaint about the actions of a volunteer at an incident. I interviewed all involved personnel. I discussed the incident with the labor attorney and the corrective action will result in a counseling session.

I held a counseling and coaching session with a volunteer. The Counseling form has been sent to Nicole for review. I will forward the form to the Board for final approval then meet with the volunteer and Chief Hapstak for a corrective action plan.

Shift officers were trained in the use of the Edmunds Program. This will allow better understanding of the data for their divisions.

Pump testing was completed on August 27, 2021.

Upcoming Events:

September 10- Township Interfaith 911 Memorial @ Wdbdge. High School

September 15- Special Board Meeting

September 17- N.J. Fireman's Convention @ Wildwood

September 18- St. James Street Fair

September 25- Preplan Drill at Shell

October 5- Commissioner Meeting

October 6- Open House

It is with deepest regret to announce the passing of past member and volunteer officer Michael Gerrity. Michael's ashes were laid to rest on August 28, 2021. I would like to thank the members of Tour 4 and the Volunteer Fire Company for participating in honoring Michael's service to the department.

I am working with members of the Woodbridge School District on the hiring process for a part-time secretarial assistant.

I would like to thank Marianne Horta for her assistance with developing a department purchase manual. I ask the Board to approve this manual as policy.

Respectfully Submitted,

Chief John Golden



# WOODBRIDGE FIRE DEPARTMENT

## Monthly Pre-Plan Report

- Construction is continuing at 10 Green Street, Avenue & Green at Woodbridge Station. (1) Five Story Multi-Family Building (232 Units, 11,700 SF of Retail Space). Anticipated completion is now September 2021.
- Construction is continuing at 55 Brook Street, Brook Street Lofts. (1) Six Story Multi-Family Building (146 Units). Dry Standpipe in service as of 7/30/21, located on North James Street. Standpipe will continue as floors progress.
- 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). Dry Standpipe in service as of 6/18/21, located in Stairwell # 1. Standpipe will continue as floors progress. FDC located on Main Street across from Townhall entrance.
- Construction is continuing at Jacobs Landing.
- Construction is complete at 1010 Route 9 North, Spring Hill Suites. They are now operating.
- Tour 1 completed pre-planning of Woodbridge Middle School.
- Tour 2 completed pre-planning of School # 11.
- Tour 3 started the pre-planning of Woodbridge High School, however is on hold until construction is complete.
- Tour 3 completed an on-site review of SHELL's North and South Dock.
- Tour 4 completed pre-planning of School # 1.
- SHELL, Fire Boat mooring project has begun.
- The annual Butane Drill at SHELL was completed on August 25, 2021.
- Industrial Firefighting class is scheduled for September 25<sup>th</sup> 0800 at Station 1.
- Mobile Eyes and the CAD have been updated as information is received.

August 2021



# WOODBRIDGE 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

August 2021

# **WOODBRIAGE FIRE PREVENTION BUREAU REPORT AUGUST 2021**

**DATE: August 27, 2021**

**REPORT COVERING: August**

**FIRE INVESTIGATIONS: 3**

**TOTAL INSPECTIONS COMPLETED IN AUGUST:**

**COMPLAINTS & SPOT INSPECTIONS: 5**

**LIFE HAZARDS: 13**

**QUARTERLY:0**

**SEMI-ANNUAL:0**

**NON- LIFE HAZARD USES:55**

**TOTAL REINSPECTIONS: 97**

**PERMITS ISSUED:5**

**TOTAL AMOUNT BILLED IN AUGUST: \$7,296.80**

**TOTAL AMOUNT COLLECTED IN AUGUST: \$1,930.00**

**HOME INSPECTIONS: 0**

**FIRE SAFETY EDUCATION CLASSES: 0**

**REQUESTS: None**

**OTHER:**

**Robert Fizer  
Captain**

# HYDRANT REPORT FOR AUGUST 2021

**Nothing to report this month on hydrants.**

**Respectfully Submitted,**

**Robert Fizer  
Captain**