

Minutes of the Regular Meeting of the Board of Fire Commissioners, Fire District No. 1 was held on Wednesday, January 5, 2022 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 tonight a special prayer first for Past Firefighter William Kogut, the loss of him, and then also one of our retired brothers Thomas Bader’s daughter, Councilwoman Nancy Drumm, also mother of Firefighter Patrick Drumm, and also thirdly Ron Laminielle whose father who has always been down there at the Exempt’s Christmas dinner always helping always had the Marine Corp down there please take a moment to put them all in your thoughts.

PRESENT: Commissioner Todd Howell, Commissioner John C. Kenny, Commissioner Patrick Kenny, Commissioner Robert Minkler, Sr., Commissioner Jeffrey Moran (all through zoom)

ALSO PRESENT: Attorney – Christopher Howell (via zoom)
Chief John Golden (via zoom)
Maria Bucsanszky (via zoom)
Marianne Horta (via zoom)
Labor Counsel – Nicole (via zoom)

Commissioner J.C.K.: I need a motion to approve the minutes of the Regular Meeting of December 1st, 2021.

Commissioner Todd Howell made a motion to approve the minutes of the Regular Meeting on December 1st, 2021 which was seconded by Commissioner Jeffrey Moran and carried unanimously.

Commissioner J.C.K.: I’d just like to...because I’m concerned about the audio system, safety is always number one, I’d like to have the 2022 Budget. I need a motion, am I correct Maria, for the adoption of the budget?

Maria Bucsansky: Yes.

Commissioner Todd Howell made a motion to adopt the 2022 Budget which was seconded by Commissioner Patrick Kenny and carried unanimously.

Commissioner J.C.K.: So, Maria we read this first?

Maria Bucsanszky: No actually the Public Hearing has to be opened up as we have and then any questions from the public concerning the budget need to be answered and then we can close the public hearing and then pass the resolution to adopt.

Commissioner J.C.K.: Okay, so now I'm going to ask for a motion and a second to open the meeting to the public for the questions in regards to the 2022 Budget.

Commissioner Robert Minkler, Sr. made a motion to open the meeting to the public for any questions regarding the 2022 Budget which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: At this time the meeting is open to the public. If anyone wishes to ask a question or have a comment, please state your name and your address. Does anyone have any questions on the 2022 Budget?

Ken Gardner (through zoom): Mr. President may I speak?

Commissioner J.C.K.: Yes sir.

Ken Gardner: Thank you. Happy New Year and a Healthy one to everyone first. In light of the recent Management Survey Study that we had done as well as all of the construction that we have been having in the district can you tell me how many paid positions we plan on increasing in the coming year?

Commissioner J.C.K.: Maria, do you have the proposed in the budget?

Maria Bucsanazky: In the Budget we have four new hires.

Ken Gardner: Okay, and that was built based on the study that was done and in light of the new construction?

Commissioner J.C.K.: No that actually was developed by the response to calls and the manpower of responding.

Ken Gardner: Okay, but it will be...obviously we need you know more men, I want to make that clear I should say more firefighters, so is that taken into consideration the additional exposures that we have, any other recommendations from the study?

Commissioner J.C.K.: Yes, actually there is another resolution tonight from part of what the study had recommended.

Ken Gardner: That's about moving it up by fifteen additional paid positions, correct?

Commissioner J.C.K.: No, there's another resolution also.

Ken Gardner: Another one as well, okay. So, if there's another resolution, I'm guessing that there is money in this budget for that and you're saying that's above the four?

Commissioner J.C.K.: No, you asked if we took any consideration, any of the recommendations from the consultant and we did.

Ken Gardner: Okay I'm sorry, I meant specifically with relation to the Paid Positions Line Item. Four includes everything. You don't plan on adding any more than four this year even with all this other stuff happening.

Commissioner J.C.K.: I don't have the full Budget in front of me Maria. I thought there was actually eight in there but I don't have any documents.

Maria Bucsanszky: It's all on timing of when they are hired that yes there could be eight also, you know, stretched out. I have a total head count budgeted...there's thirty-seven listed in the budget as a head count. That's all inclusive.

Commissioner J.C.K.: And that would be for a full year though.

Maria Bucsanszky: That's a full year, correct.

Commissioner J.C.K.: Okay.

Ken Gardner: Good enough, thanks you got the point I was trying to get to so I'm sure you gave me an accurate answer. Next, after the Bond issue we then had the Special Vote for the purchase of the crash truck. Did that deplete and was that part of the Engine Reserve?

Commissioner J.C.K.: That was used from the Engine Reserve and it did not deplete the Engine Reserve.

Ken Gardner: Okay, I see that from the printed Budget there was an additional \$40,000.00 going into that. What would that bring the total to if we add the forty in the Reserve?

Maria Bucsanszky: I have approximately a million dollars in the Reserve. We will be using \$500,000.00 under the new Bond for the new ladder truck and then we have the \$200,000.00 for the new rescue so the difference would be about \$350,000.00 or so left in the new Engine or Apparatus Reserve.

Ken Gardner: Okay, so the \$40,000.00 that you are adding will bring it up to a million?

Commissioner J.C.K.: He's asking about the \$40,000.00 that we have in that Line Item for 2022.

Ken Gardner: Right.

Maria Bucsanszky: Well, no it's a million dollars now. We will use \$500,000.00 for the Bond for the new ladder truck as a down payment so that is half a million and then \$200,000.00 for the rescue so that's \$300,000.00 so approximately \$340,000.00 or \$350,000.00 off the top of my head will be in the Engine Reserve after 2022 is complete.

Ken Gardner: Okay, alright, thank you. And the next on the Capital Purchases it says \$455,000.00. Can you break that down?

Maria Bucsanszky: Yes, the new Capital Purchases is \$200,000.00 for the new rescue from Hopelawn and then we had to show again the same money coming in for 109 Green Street's garage building. That was a reserve set aside. We had initially \$300,000.00 in the 2021 Budget and we only used about \$43,000.00 so far so we have \$255,423.00 left to utilize in 2022 towards that project.

Ken Gardner: And you said that \$255,000.00 is part of that \$455,000.00 Line Item.

Maria Bucsanszky: Correct.

Ken Gardner: Okay, and then can you tell me other reserves that we have such as the Engine Reserve. What do we have in all of the separate Reserve Funds? Or I should say anything that is being included from the Budget what will we have in each of those Funds at the end of the year?

Maria Bucsanszky: No, I don't have that with me but I can definitely get that information to you tomorrow morning.

Ken Gardner: Okay, no problem, I'll call you some time...

Maria Bucsanszky: That's fine, I can email it to you or just verbally advise.

Ken Gardner: If it's easier for you to email it that's fine. It's kengardnerjr@comcast.net. And just back to the Engine Reserve again so after the money that is used for the new truck the \$500,000.00 for that and \$200,000.00 for the new Rescue we'll still have \$300,000.00 left in that Reserve approximately?

Maria Bucsanszky: Approximately, yes.

Ken Gardner: Alright, that's all I have for now Mr. President, thank you.

Commissioner J.C.K.: Thank you. Anyone else from the public? Okay, I'd like to make a motion to get the public portion for the Budget closed.

Commissioner Patrick Kenny made a motion to close the public portion of the meeting for the Budget which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: So now with that we will move to adopt the 2022 Budget. I need a motion. It's going to be Resolution 2022-1-4 which is the 2022 adopted Budget resolution. Whereas the annual Budget has been presented for adoption reflects total revenues of \$10,778,997.63 which includes the amount to be raised by taxation of \$8,876,403.63 and a total appropriation of \$10,778,997.63.

Commissioner Todd Howell made a motion to adopt Resolution 2022-1-4 which was seconded by Commissioner Patrick Kenny and carried unanimously by a roll call vote. Commissioner John Kenny – Yes; Commissioner Patrick Kenny – Yes; Commissioner Jeffrey Moran – Yes; Commissioner Robert Minkler, Sr. – Yes; Commissioner Todd Howell – Yes.

Commissioner J.C.K.: So that passed, thank you very much. I'd like to do some other resolutions at this time. Resolution 2022-1-1 which is for reappropriating funds for the 2021 Expenditures.

Commissioner Patrick Kenny made a motion to approve Resolution 2022-1-1 which was seconded by Commissioner Jeffrey Moran and carried unanimously.

Commissioner J.C.K.: Next one we have is Resolution 2022-1-2 and this is for the 2022 Temporary Budget for \$9,554,611.00.

Commissioner Robert Minkler, Sr. made a motion to approve Resolution 2022-1-2 which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: We'll move on to the next one. Resolution 2022-1-3. This is a second reading about increasing the staffing order.

Commissioner Robert Minkler, Sr. made a motion to approve Resolution 2022-1-3 which was seconded by Commissioner Jeffrey Moran and carried unanimously.

Commissioner J.C.K.: Next one will be 2022-1-5 which is about the fire official.

Commissioner Jeffrey Moran made a motion to approve Resolution 2022-1-5 which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: I know Chris and Chief Golden are working on this so I would like permission for this resolution to be executed as soon as they are done which is going to be an interlocal for auto aid between District 1 and District 5 of Avenel.

Commissioner Todd Howell made a motion to approve the resolution which will be executed as soon as it is done which is an interlocal for auto aid between District 1 and District 5 of Avenel which is seconded by Commissioner Patrick Kenny and carried unanimously.

Commissioner J.C.K.: So instead of going through all the Committees can we just say that all the reports for the Committees be put as part of the record.

Commissioner Robert Minkler, Sr. made a motion to have all the reports of the Committee be part of the record which was seconded by Commissioner Patrick Kenny and carried unanimously.

Commissioner J.C.K.: So, we will go to the Treasurer's Report.

TREASURER'S REPORT:

Maria Bucsanszky: Treasurer's Report for January 5th, 2022.

Previous Balance – December 1 st , 2021	\$7,267,320.58
Deposits	\$ 34,174.20
Payroll and Adjustments	\$ 590,093.36
Current Bills	\$ 353,431.87
Ending Balance as of January 5 th , 2022 without add-on bills	\$6,357,969.55

Commissioner Todd Howell made a motion to accept the Treasurer's Report which was seconded by Commissioner Patrick Kenny and carried unanimously.

Commissioner J.C.K.: Okay, we will move on to Payroll and Bills.

The report of Payroll and Bills for December, 2021:

Maria Bucsanszky: The bills for December, 2021.

Bills: \$353,431.87

Payroll: \$613,328.41

Commissioner Todd Howell made a motion to pay the bills plus the fourteen additional add-on bills for a total of \$15,402.63 which was seconded by Commissioner Patrick Kenny and carried unanimously except for Commissioner Todd Howell voting yes on all the bills except abstaining on No. 20259.

Commissioner J.C.K.: I would also like to amend it to include the bills for the Project Manager in regards to the 109 Green Street project once Lisa and Maria get the paperwork correct. Any other questions? Okay, Communications.

COMMUNICATIONS:

Maria Bucsanszky: All Communications were pass through to the Commissioners.

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

UNFINISHED BUSINESS:

Commissioner P.K.: I have none.

Commissioner J.C.K.: Commissioner Robert Minkler.

Commissioner R.M.: None at this time Mr. President.

Commissioner J.C.K.: Commissioner Howell.

Commissioner T.H.: I have none sir.

Commissioner J.C.K. Commissioner Moran.

Commissioner J.M.: No Unfinished Business.

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

Christopher Howell, Attorney: Just to give an update on 109 Green Street we're trying to get the site plans from our architect along with the application that needs to be filled out by the architect to be submitted to the Planning Board. I'd been given assurances that that would be given to me this week some time and the goal is to that is that once I have twelve of those site plans and the application, I will put it together with a cover letter and either hand deliver it down to the Planning Board but we are still waiting for that and I just also have some news on the recruiting marketing contract. I guess we can talk about that in Executive Session and also legal matters and that would be it.

Commissioner J.C.K.: Okay, and don't forget Chris we also need to send a letter or communication to the county and then the county just has to say that they have no interest for 109 Green Street.

Christopher Howell, Attorney: I do recall that but I believe that's one of the things that the architect is waiting to hear back on. He's also waiting to hear back on, I think, the DEP on an issue. I believe he heard back from that but I can confirm that. I'm waiting to hear a communication from the architect as to what he's completed so

I don't step over and repeat the same thing he's doing so I'm just waiting to get a communication back. I did, you know, hear back from him last week and they promised they would communicate with me this week so it's Wednesday. I'll follow up this week if I don't hear from him and I then, you know, take the necessary steps you know forward. But the goal is to get yes it moving forward to the Planning Board as soon as possible. I can't do that without the architectural plans so I'm waiting on that, okay?

Commissioner J.C.K.: No problem. Thank you for that report. Chief Golden.

Chief Golden: Nothing to report.

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

Maria Bucsanszky: Nothing.

Commissioner J.C.K.: Nicole.

Nicole, Labor Counsel: Nothing.

Commissioner J.C.K.: Marianne.

Marianne Horta: All good here.

Commissioner J.C.K.: Okay, we will move over to New Business – Commissioner P. Kenny.

NEW BUSINESS:

Commissioner P.K.: I have none at this time.

Commissioner J.C.K.: Commissioner R. Minkler.

Commissioner R.M.: Nothing at this time Mr. President.

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

Commissioner T.H.: I have nothing sir.

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

Commissioner J.M.: Nothing beyond the resolution for the Fire Official that we're taking care of.

Commissioner J.C.K.: Okay, thank you. Chris.

Christopher Howell, Attorney: Nothing.

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

Chief Golden: Nothing.

Commissioner J.C.K.: Maria.

Maria Bucsanszky: Nothing.

Commissioner J.C.K.: Nicole.

Nicole, Labor Counsel: Nothing.

Commissioner J.C.K.: Marianne.

Marianne Horta: Nothing.

Commissioner J.C.K.: Okay, I know one thing that so everyone knows
Commissioner R. Minkler let me know that the Relief Association is not going to
have their meeting in the fire house I think on Monday, correct, because of the
following communication I put out about the fire house being a clean room.
Commissioner, do you want to elaborate more?

Commissioner R.M.: Yes Mr. President, I spoke with the secretary of the Relief
Association and we both agree that with the ongoing COVID and trying to keep a
clean room in the fire house they're not going to have a relief meeting this month and
the next relief meeting I believe will be in March and hopefully by then we should be
out of this and if not then we'll adjust it in March when it comes up.

Commissioner J.C.K.: Okay, Remarks, Comments or Questions From The Audience.

REMARKS, COMMENTS OR QUESTIONS FROM THE AUDIENCE:

Commissioner J.C.K.: I don't know if Chief Hapstak is on here tonight.

Chief Hapstak: I'm here.

Commissioner J.C.K.: Okay Chief, do you want to give your report?

Chief Hapstak: I don't have a report for you this month sir.

Commissioner J.C.K.: Okay, anything for you Chief that you may need.

Chief Hapstak: I do have one question though, has there been restrictions put on the
fire house again? I haven't gotten any communication on that.

Commissioner J.C.K.: Not yet.

Chief Hapstak: Okay.

Christopher Howell, Attorney: Mr. President we probably should just address that at this point while Chief Hapstak is in the room here I reached out to Chief Hapstak about the recruitment marketing services that we're looking to hire First Arriving is the company. They had sent over a contract. I had that revised today and sent to Chief Hapstak as well as to yourself, the President. We just made some minor changes. We limited the contract obviously to a one-year contract, made that exclusively clear just to make sure we're happy with it and we're not bound by anything more than the one year. We can cancel it within thirty days instead of sixty just in case we want to do that and just a couple of other minor changes so the version you have that was sent to you this afternoon by First Arriving is the final version. I believe the Board has already approved that contract and the cost of that contract so I would believe that with the Board's authority Mike would be able to sign that contract and send it back and they expect to start immediately with their campaign so are there any questions on that? Mike, Board members, anybody?

Commissioner T.H.: No, not here.

Commissioner J.C.K.: I like to thank you Chris for working through that to get that. You know volunteers are a critical component of the entire department so if we get anything out of this that would be well worth it.

Chief Hapstak: I just like to thank the Board for considering this and moving ahead with it. I hope it pays a lot of good results for us.

Commissioner T.H.: Good.

Commissioner J.C.K.: Okay, anyone else from the audience?

President Hines: I'd just want to thank the Board for moving forward on advancing the size of the department. As we see the construction going on and we're a service-based business. We need that manpower to extinguish a fire properly. I appreciate that that is being looked at and I just want to say Happy New Year to everyone. We had a question. If I could ask it in Executive Session. I don't know if that's a possibility or not on an arbitration ruling. That's all I have for now.

Commissioner J.C.K.: Okay, thank you Mr. President. Anybody else?

Ken Gardner: Just going back to some of the resolutions. The one related to the fire official was just appointing a fire official or was it anything more than that?

Commissioner J.C.K.: No, just appointing a fire official due to the fact that Fire Official Repace has retired.

Ken Gardner: Got it. The other thing on increasing the ability to hire. Can someone explain the rationale that was used in selecting fifteen new positions?

Commissioner J.C.K.: There is really no rationale. Just turned around and saw what we have bumped up in the past so we just moved the number up to fifty.

Ken Gardner: Okay.

Commissioner J.C.K.: It doesn't mean we go to fifty it just means you don't have to go back for another resolution.

Ken Gardner: Understood, thank you for explaining and also just I want to publicly thank Chief Mike Hapstak for all he does to keep the volunteer company going and for suggesting using some of the money and thank you to the Commissioners for setting aside money and to Mike for his leadership in asking to get a consultant to help us. I certainly think that he does a great job in advertising it in our mailings and otherwise talking about the free training and leadership experience that you would gain and the possibility of gaining a full-time position as well so with that number moving up to fifty that certainly gives us more that we can market that over the next few years with everything that is going on it's a great time to become a volunteer to be an asset as a volunteer but also to get all your training completed for free and then hopefully for those that are interesting in getting a full-time job. That's all I have, thank you.

Commissioner J.C.K.: Thank you. Anyone else? Okay, at this time I'd like to make a motion to go into Executive Session for legal and personnel matters.

Commissioner Todd Howell made a motion to go into Executive Session for legal and personnel matters at 7:49 PM which was seconded by Commissioner Jeffrey Moran and carried unanimously.

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

Commissioner J.C.K.: Mr. Attorney would you like to give a summary?

Christopher Howell, Attorney: Yes Mr. President. Tonight's Executive Session involved the following items. We started our discussion with discussing the ongoing grievances. We heard from Labor Counsel. We reviewed our current COVID policy on employees being exposed to COVID and how that interacts with the current law and CDC guidelines and we also talked about personnel matters involving our certified list of fire inspectors and that would conclude our Executive Session for tonight.

Commissioner J.C.K.: Okay, I need a motion for adjournment.

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

Respectfully submitted,
Maria Bucsanszky
District Clerk

WOODBIDGE FIRE DISTRICT NO 1

MONTHLY BILL LIST

January 5, 2022

12/29/21

Date	Num	Name	Memo	Amount
Northfield Bank - Voucher				
12/02/2021	20923	ADVANCE AUTO PARTS	Account #1872535921/Supplies - Car Wash DP Crystal	-35.82
12/02/2021	20924	Arctic Falls	Account #101744 - 5 Gallon 418 School St	-71.20
12/02/2021	20925	Bart & Bart, Certified Public Ac...	2020 Partial Audit Preparation	-6,400.00
12/02/2021	20926	Maria Bucsanszky, E.A.	2022 Budget Preparation	-2,000.00
12/02/2021	20927	Middlesex County Fire Academy	Course: 3 Hour Drill 11/9/2021	-236.00
12/02/2021	20928	Parker Web	Layout Issue On Website Page	-37.25
12/02/2021	20929	Water Workz LLC	Sprinklers Winterized/109 Green Street	-80.00
12/02/2021	20930	Middlesex County Fire Academy	Course: 3 Hour Drill 10/27/2021	-236.00
12/02/2021	20932	Absolute Fire Protection Co., Inc	2014 Spartan Pumper Engine #1 (1-1)	-4,660.34
12/14/2021	20933	Comcast	Account #8499053400759387/Computer Internet	-185.84
12/14/2021	20934	Elizabethtown Gas	Account #7194826935 - Gas/109 Green St 10/25/2021 ...	-122.31
12/14/2021	20935	Mary Ann Sofka	1/2 Hours Transcription for Regular Meeting November ...	-12.50
12/14/2021	20936	MIDDLESEX WATER COMPA...	Hydrant Service - December 2021	-42,820.44
12/14/2021	20937	PSE&G	Acct#7550582203/109 Green Street 11/5/2021-12/7/2021	-333.90
12/14/2021	20938	U.S. Bank	Acct#4798531221546585/ Postage, Refreshments	-120.51
12/14/2021	20939	Verizon Connect	C/S #WOOD028 Monthly Service November 2021	-97.14
12/14/2021	20940	Verizon Wireless	Acct# 342401275-00001/Cell Phones	-165.93
12/14/2021	20941	AT&T	A/C# 0555384092001/ Landline 732-636-1725	-43.71
12/14/2021	20942	Comcast	Account #8499053400528238/Internet	-67.98
12/14/2021	20943	Elizabethtown Gas	Account #2164284700/Gas Firehouse	-725.32
12/14/2021	20944	Verizon Wireless	Acct# 342401275-00001/Cell Phones	-206.45
12/14/2021	20945	Verizon Wireless - Laptop Mod...	A/C# 982554463-00001/Laptop Modem	-760.46
12/14/2021	20946	Francis Campbell	Workstation/Server Support & Maintenance & Email Hos...	-1,349.50
12/14/2021	20948	JFK EMS Training Center	9-Heartsave ECards	-180.00
12/14/2021	20949	Postmaster	2 Rolls of Stamps	-116.00
01/03/2022	20947	Catherine Crowe	Reimbursement - Health Benefits December 2021	-362.13
01/05/2022	20950	Allied Oil	C/S# 4031394 - Fuel	-1,664.44
01/05/2022	20951	Amazon Capital Services	(3) WG-70 Cameras & Cases & Car Organizer	-906.73
01/05/2022	20952	Board of Fire Commissioners ...	Dispatch - 1st Qtr 2022	-19,917.55
01/05/2022	20953	Bowco Laboratories Inc	Regular Service October 2021/109 Green St	-50.00
01/05/2022	20954	Brighton Air Corp	Replaced Fuse & Contactor	-250.00
01/05/2022	20955	Catherine Crowe	Reimbursement - Medicare July 2021 - December 2021	-891.00
01/05/2022	20956	Catherine Minkler	Medicare Reimbursement - July 2021 - December 2021	-1,321.20
01/05/2022	20957	Central Jersey Joint Insurance ...	Liability & Workers Compensation Insurance - 1st Install...	-52,182.00
01/05/2022	20958	Charles Mangione	Website Maintenance - December 2021	-75.00
01/05/2022	20959	Christopher Howell	Monthly Fee - January 2022	-4,150.00
01/05/2022	20960	Colliers Engineering & Design	Professional Service - Feasiblity Time Study	-7,525.00
01/05/2022	20961	Comcast	Account #8499053401168158/109 Green St	-465.46
01/05/2022	20962	CUMMINS POWER SYSTEM...	Semi Annual PM-Generator	-993.96
01/05/2022	20963	Delta Dental Plan of NJ	Group# 01063 - Dental Coverage 01/01/2022-01/31/2022	-12,126.43
01/05/2022	20964	Edward McGuinn	Medicare Reimbursement - July 2021 - December 2021	-891.00
01/05/2022	20965	Estate of Barbara Golden	Reimbursement - Medicare July 2021 - October 2021	-578.40
01/05/2022	20966	Fire Programs	Maintenance Agreement 2022-2023	-1,895.00
01/05/2022	20967	Glasson's Auto Repair	2013 Chev Tahoe - Brakes, Speed Sensor, Hose & Wip...	-800.44
01/05/2022	20968	Hackensack University Medica...	Physical #601801470	-60.00
01/05/2022	20969	Hoagland, Longo, Moran, Dun...	Professional Services Rendered	-4,900.00
01/05/2022	20970	Home News + Tribune	Account#ASB-076094-Notice Proposed 2022 Budget Ja...	-9.89
01/05/2022	20971	James P. Flood	Professional Services - 2020 NJDHSS RTK Survey	-4,391.28
01/05/2022	20972	Jeffrey Moran	Medicare Reimbursement - July 2021 - December 2021	-1,321.20
01/05/2022	20973	Jim'Signs, Inc	Laminated Parking Signs for 109 Green Street	-1,950.50
01/05/2022	20974	John Tomko	Medicare Reimbursement - July 2021 - December 2021	-1,308.00
01/05/2022	20975	Leonard Minkler Jr	Medicare Reimbursement - July 2021 - December 2021	-891.00
01/05/2022	20976	Life Insurance Company Of No...	Policy #GL-5474 Volunteer Life Insurance - January 2022	-285.33
01/05/2022	20977	Louis Bader	Medicare Reimbursement - July 2021 - December 2021	-654.00
01/05/2022	20978	Lowe's	Account 82131319024076/Supplies	-636.74
01/05/2022	20979	Margaret Sulej	Cleaning 109 Green Street 11/16/2021	-180.00
01/05/2022	20980	Maria Bucsanszky, E.A.	Monthly Fee - January 2022	-6,000.00
01/05/2022	20981	Marie Gould	Reimbursement - Medicare July 2021 - December 2021	-1,321.20
01/05/2022	20982	Martin Snyder	Medicare Reimbursement - July 2021 - December 2021	-1,752.00
01/05/2022	20983	Mary Karnas	Reimbursemtn - Health Benefits December 2021	-362.13
01/05/2022	20984	Meridian Occupational Health ...	Review of OSHA Resp. #475556	-1,590.00
01/05/2022	20985	Michael Sefchek	Medicare Reimbursement - July 2021 - December 2021	-1,782.00
01/05/2022	20986	Michael Van Tassel	Medicare Reimbursement - July 2021 - December 2021	-1,764.00
01/05/2022	20987	NJ Advance Media (Star Ledger)	Account #XWOOD2393021 -Notice - 2022 Meeting Sch...	-77.50
01/05/2022	20988	NJ Dept of Community Affairs	C/S# 5816 Dues & Subscriptions	-240.00
01/05/2022	20989	Owen S Dunigan & Co, Inc	(2)120V Zone Valves	-1,350.00
01/05/2022	20990	Peter Reilly	Medicare Reimbursement - July 2021 - December 2021	-891.00
01/05/2022	20991	Port Reading First Aid Squad	Reimbursement - Wreaths for Engines	-135.00
01/05/2022	20992	PSE&G	Acct#7356632500/Firehouse 11/09/2021 - 12/09/2021	-494.60

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
01/05/2022	20993	Richard Fitzpatrick.	Medicare Reimbursement - July 2021 - December 2021	-1,776.00
01/05/2022	20994	Robert Goodman.	Medicare Reimbursement - July 2021 - December 2021	-6,550.80
01/05/2022	20995	Settembrino Architects	Professional Services - Renovation Addition & New Utilit...	-15,000.00
01/05/2022	20996	Sophie Bader	Reimbursement - Health Benefits December 2021	-362.13
01/05/2022	20997	Standard Insurance Company	Life Insurance - Policy #136829 - January 2022	-3,821.40
01/05/2022	20998	Staples	6035 5178 2066 2780 - Office Supplies	-98.06
01/05/2022	20999	W.B. Mason Co., Inc	C/S# C1235200 - Files	-460.90
01/05/2022	21000	William Frelish	Medicare Reimbursement - July 2021 - December 2021	-765.00
01/05/2022	21001	Hackensack University Medica...	Physical #601806160	-60.00
01/05/2022	21002	Home News + Tribune	Account#ASB-076094-Notice 2022 Schedule of Regular...	-29.24
01/05/2022	21003	Mary Karnas	Reimbursement - Medicare July 2021 - December 2021	-891.00
01/05/2022	21004	Owen S Dunigan & Co, Inc	Installed New Tankless Gas Heater	-5,285.00
01/05/2022	21005	Sophie Bader	Reimbursement - Medicare July 2021-December 2021	-891.00
01/05/2022	21006	Home News + Tribune	Account#ASB-076094-Notice Fire Election Meeting Feb...	-25.80
01/05/2022	21007	Home News + Tribune	Account#ASB-076094-Notice Firefighter Additional Posit...	-28.38
01/05/2022	TEPS	State of NJ- Health Benefits F...	Health & Prescription Benefits 1/2022	-82,052.37
01/05/2022	TEPS	State of New Jersey- Health B...	Health Benefits Retired - 01/01/2022 - 01/31/2022	-32,802.08
01/05/2022	21008	Silent Companion Corp	Account #2196 Replaced Library C/O Detector Battery	-75.00
Total Northfield Bank - Voucher				-353,431.87
TOTAL				-353,431.87

RESOLUTION #2022-1-1
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 1

WHEREAS, the Treasurer of Fire District No. 1 reports that certain 2021 budget appropriations have insufficient balances to meet the 2021 expenditures, and

WHEREAS, certain other budget expenditures have balances in excess of their needs, now therefore,

BE IT RESOLVED that upon recommendation from the Treasurer and in accordance with NJSA 40A:14-78.9, that transfers from budget line items with excesses be authorized to budget items with insufficient balances.

MOTION to accept resolution made by Comm. Patrick Kenny, seconded by Comm. Moran, all in favor.

Adopted, January 5, 2022
Date

Maria Bucsanszky, District Clerk

RESOLUTION #2022-1-2

BOARD OF FIRE COMMISSIONERS

FIRE DISTRICT NO. 1

WHEREAS, NJS 40A: 14-78.17 provides that where any contract, commitment or payments are to be made prior to the adoption of the budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided: and

WHEREAS, the date of this resolution is prior to January 15, 2022; and

WHEREAS, the total appropriations on the 2021 budget exclusive of any appropriations made for interest and debt redemption charges and capital improvements, is the sum of \$9,554,611; and

WHEREAS, fourteen percent of the total appropriations in the 2021 budget, exclusive of any appropriations made for interest and debt redemption charges and capital improvement fund in said 2021 budget is the sum of \$1,337,645.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners of the Township of Woodbridge, Fire District No. 1, that the temporary 2022 budget be approved in the amount of \$1,337,645.

Motion to accept resolution made by Comm. Minkler Sr, seconded by Comm. Howell,
All in favor

Adopted, January 5, 2022
Maria Bucsanszky
District Clerk


RESOLUTION 2nd Reading

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 in order to protect the lives and property of the residents of Fire District No.1 of the Township of Woodbridge, the Board of Fire Commissioners of Fire District No. 1 hereby authorize the creation of fifteen (15) additional paid firefighter and/or fire inspector positions within Fire District No. 1. The salary shall be in accord with the existing labor contract.

NOW, THEREFORE, BE IT RESOLVED by the Fire Commissioners of Fire District No. 1 of the Township of Woodbridge that pursuant to N.J.S.A. 40A:14-7; 40A:14-81 and 40A:14-81.1 the Board has approved the creation of fifteen (15) additional paid firefighter and/or fire inspector positions increasing the workforce from 35 to 50 to be implemented on an as needed basis.

BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1



JOHN C. KENNY

ADOPTED: January 5, 2022

I hereby certify that the above is a true and exact copy of the Resolution introduced by the Board of Fire Commissioners of the Township of Woodbridge at the regular meeting of the Board of Fire Commissioners of Fire District No. 1, which was held on December 1, 2021. This Resolution was considered for final passage on Tuesday, January 5, 2022.



MARIA BUCSANSZKY – Clerk

2022-1-4

2022 ADOPTED BUDGET RESOLUTION

Woodbridge Township FD No. 1

FISCAL YEAR: January 1, 2022 to December 31, 2022

WHEREAS, the Annual Budget for the Woodbridge Township FD No. 1 (the 'Fire District') for the fiscal year beginning January 1, 2022 and ending December 31, 2022 has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of January 5, 2022; and

WHEREAS, the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the adopted budget is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et seq.); and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$10,778,997.63 which includes amount to be raised by taxation of \$8,876,403.63, and Total Appropriations of \$10,778,997.63; and

WHEREAS, an election shall be held annually on the third Saturday of February in each established fire district to determine the amount to be raised by taxation for the ensuing year;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District at an open public meeting held on January 5, 2022 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2022 and ending December 31, 2022 is hereby adopted and, shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$10,778,997.63, which includes amount to be raised by taxation of \$8,876,403.63, and Total Appropriations of \$10,778,997.63; and

BE IT FURTHER RESOLVED, that the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

BE IT FURTHER RESOLVED, that an annual election shall be held on the third Saturday of February to determine the amount to be raised by taxation for the ensuing year. The results of which shall be subsequently certified to the Division and the Municipal Assessor.

MORAN.J@WFDNJ01.ORG

(Secretary's Signature)

1/5/2022

(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
JOHN C. KENNY	X			
PATRICK KENNY	X			
JEFFREY MORAN	X			
ROBERT MINKLER SR	X			
TODD HOWELL	X			

Page C-8

Motion to accept Comm. Howell, second by Comm. P. Kenny, Aye.

2022 – 1 – 5

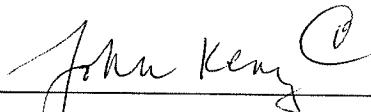
RESOLUTION

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 Lieutenant Keith Repace has permanently retired as of December 31, 2021 and can therefore no longer carry out the duties of Fire Official.

NOW, THEREFORE, BE IT RESOLVED by the Fire Commissioners of Fire District No. 1 of the Township of Woodbridge that pursuant to N.J.S.A. 40A:14-7; 40A:14-81 and 40A:14-81.1 the Board has approved the appointment of Captain Robert Fizer as the new Fire Official.

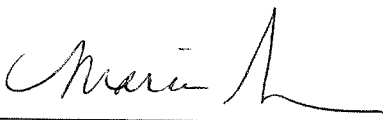
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1



JOHN C. KENNY

ADOPTED: January 5, 2022

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 January 5, 2022.



MARIA BUCSANSZKY – Clerk

Chiefs Report

January 2022

From: Chief John Golden

The hiring is continuing. Candidates have been sent for medical exams and are scheduled for psychological exams. The Administration has started to receive results.

I regret to inform the Board of the passing of Councilwoman, mother of Patrick Drumm, daughter of past career captain, and ex-Chief Tom Bader, Nancy Drumm.

The pool at 109 Green Street has been filled and black topped. I would like to thank Commissioner Patrick Kenny and Woodbridge Township for lining the parking lot.

The truck committee have met and are making progress on the specifications of the new ladder truck and associated equipment.

Interior certification training for 2022 are in progress.

The Administration has been monitoring the escalation of the COVID numbers and have Administrative Bulletins in place.

The snow removal contract for 109 Green Street has been awarded to Aquilla Landscaping.

The arbitration case for rescheduling training has been resolved. The arbitrator sided with the Unions argument. Payment is being worked on by the District Clerk.

NJCSC has requested applications for the title "Fire Inspector UFD". The Administration is waiting on results of applicants.

I scheduled a meeting with Avenel Fire Commissioners regarding Shared Service Auto Aid.

I began a conversation with Fords Fire Commissioner regarding Shared Service Auto Aid.

I will be meeting with the intern candidate on January 7, 2022, to begin work on January 10, 2022.

Respectfully Submitted,

Chief John Golden



WOODBRIDGE FIRE DEPARTMENT

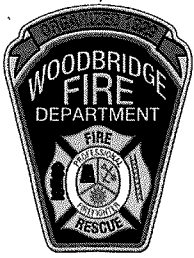
Monthly Pre-Plan Report

- 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 December 2021. As of October 1, 2021 they are operating under a temporary certificate of occupancy. Floors 2 and 4 are occupied.
- 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). Buildings A and B along with the clubhouse are tentatively scheduled to be occupying December 2021.
- 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.
- Mobile Eyes and the CAD have been updated as information is received.

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

December 2021



Woodbridge Fire Department, Fire Prevention Bureau

109 Green St. Woodbridge, New Jersey 07095
Business: (732) 602-6040 • Fax: (732) 602-6043
www.woodbridgefirenj.com

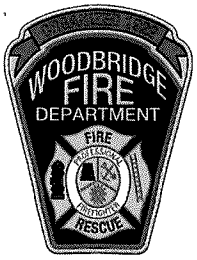
FIRE • POLICE • MEDICAL
EMERGENCIES
DIAL 9-1-1

HYDRANT REPORT FOR DECEMBER 2021

- Middlesex Water Company is planning on replacing the water main along Main Street in Woodbridge. As part of the replacement, they are proposing to relocate existing hydrants W01-0004, W01-0271 & W01-0005, essentially flipping the side of the street the hydrants are currently located. This proposal is currently under review.
- Middlesex Water Company have been installing new steamer caps on their hydrants. The new caps are data loggers that send sound waves to determine leaks. The caps will be in use for the foreseeable future.

Respectfully Submitted,

**Robert Fizer
Captain/Fire Official**



Woodbridge Fire Department, Fire Prevention Bureau

109 Green St. Woodbridge, New Jersey 07095
Business: (732) 602-6040 · Fax: (732) 602-6043
www.woodbridgefirenj.com

FIRE · POLICE · MEDICAL
EMERGENCIES
DIAL 9-1-1

WOODBIDGE FIRE PREVENTION BUREAU REPORT DECEMBER 2021

DATE: January 4,2022

REPORT COVERING: December 2021

FIRE INVESTIGATIONS: 1

TOTAL INSPECTIONS COMPLETED IN DECEMBER: 334

COMPLAINTS & SPOT INSPECTIONS: 173

LIFE HAZARDS: 3

QUARTERLY: 1

ANNUAL: 2

NON- LIFE HAZARD USES: 3

TOTAL REINSPECTIONS: 154

PERMITS ISSUED: 1

TOTAL AMOUNT BILLED IN DECEMBER: \$500.00

TOTAL AMOUNT COLLECTED IN DECEMBER: \$6,500.00

HOME INSPECTIONS: 0

FIRE SAFETY EDUCATION CLASSES: 0

PLAN REVIEWS: 1

REQUESTS:

OTHER:

**Robert Fizer
Captain/Fire Official**

Monthly Equipment Report

December 2021

Engine 1

- Outstanding Issues
 - Paint matter on roll up doors brought to attention of Campbell – PJ will look into warranty
 - Recall issue regarding the pump transfer solenoid – must be done at Campbell
- Resolved

Engine 2

- Outstanding Issues
 - Driver side front bumper paint blistering – Campbell made aware (Warranty)
 - Officer Rear Door paint blistering – Campbell made aware (Possible slat replacement) (Warranty)
 - Officer middle roll up door stripe bubbling – Campbell made aware (Possible slat replacement) (**NOT** Warranty)
 - Bell on front bumper – diamond plate mount broken
 - Brakes hang up intermittently – Campbell notified
 - Generator oil light illuminated – Campbell notified
 - Water leaking in cab above officer seat believed to be from a marker light not properly installed – Campbell notified
 - Recall issue regarding the pump transfer solenoid - must be done at Campbell
 - Officer side seat sensor indicating a person in the seat when the seat is empty
- Resolved

Engine 3

- Outstanding
 - Compartment lights on operator's side blinking when compartments opened
 - Believed to be a voltage issue – will be looked into further following PM
 - Mechanic indicated it may be due to a corrosion issue with one of the lights
- Resolved
 - Annual PM completed by Fire & Safety

Truck 6

- Outstanding
 - Bubbling paint in various spots
 - Front bumper diamond plate under bell cracked – Awaiting quote from Campbell
 - Officer side step light to turntable is out – Campbell ordered parts
 - Air conditioning not working – diagnosed as a bad roof condenser and possibly a line on the roof; there is refrigerant all over the driver's side of the roof
 - Driver headlight wiring requires evaluation by qualified mechanic
 - Aerial monitor controls working intermittently 8/9/21
 - Mobile Radio in need of replacement
 - Ordered 9/22 – Estimated delivery 8-12 weeks – ESS
 - Leaking oil believed to be coming from oil filter
 - Quartz light on ladder out
- Resolved

Auxiliary Vehicles

- Nothing Outstanding

Turnout Gear

- Outstanding
 - Recruit Vega was advised to turn in all gear
 - Failed to turn in pager
- Resolved
 - New gear received and issued
 - Some small matters being addressed by the vendor

Equipment Out of Service

- Outstanding
 - Rescue Jacks bag damaged beyond repair
 - Replacement bag not available – No longer in production – Awaiting vendor recommendation
 - Thermal Imaging Camera out of service
 - Cylinder 41 not able to accept air – NJFE notified
- Resolved
 - RAE Meter 3 broken charger base – Repair by Gen-El – to be delivered 10/1 – Picked up again on 11/23 for LEL and O2 sensor issues – dropped off and in service
 - Vulcan lite box repaired by shift

Miscellaneous

- Outstanding
 - Hurst tools to be serviced – TASC (waiting for a reply; second email sent)
 - Transition to MES out of PA – Estimated date is mid-January

Orders & Deliveries

- Ordered
 - Mobile radio for Truck 6 – ESS
 - Uniforms for Capt. Fizer & Capt. Carrick
 - Uniform pants for FF Magda
 - Thermal Imaging Camera – Continental Fire – Bullard
 - Hurst E-tools
 - Air Bags
- Delivered
 - Department Gear Order

WOODBIDGE FIRE DEPARTMENT

418 School Street

Woodbridge, NJ 07095

Robert Minkler Jr.

Battalion Chief

Division of Training

732-602-6050 Ext. 6181

Annual Training Report 2021

All Months: Members conducted call reviews that were prepared by each shift. The review was done in a group setting focusing on the positive and negative findings of a particular call. The members spoke about solutions to the problems that were posed.

All Months: Members attended various DFS Refresher classes

All Months: Members attended various EMT Refresher classes

May, June, November, December: Members attended EMT Core Refresher classes

January/February: Members of the Department completed CPR recertification

January: The Department signed on with Target Solutions to provide online training and record keeping of training

March: Eleven members of the Career Department completed IAAI Arson Investigation training/certification

March: Five members completed Fire Official class at MCFA

April: Members attended a class on fires in Hoarder Conditions

May: The Department held a joint drill with Hopelawn Fire Department on School Bus MVX

May: The Department held a joint Man Overboard Drill with Port Reading and Perth Amboy Fire Departments

June: Two members completed Vehicle Fire Investigation Class

June: Career Officers and members of the VFC attended a training class presented by E-Town Gas

July: Members attended a NFIRS class presented by the DFS

September: Career Officers attended a Tank Construction/Foam class held at Station 1

October: Members attended Pump Operator/Refresher class held with Avenel, Fords and Perth Amboy Fire Departments

October, November: Members attended two Live Burn Drills held at MCFA. The drills were held in the Tower. Port Reading Fire Department attended both drills

December: Members attended a Boaters Safety Course given by the US. Coast Guard Auxiliary

Monthly Drills

January:

- Online Refresher training
- Career Members conducted training on the Ladder Truck

February:

- Online Refresher training
- Career members conducting annual refresher training

March:

- Career Members conducted refresher training on pumping

April:

- Super Saturday was held on April 17,2021
- Career Members conducted drivers training
- Career Members completed their annual training

May:

- Saturdays Forcible Entry Door Prop

- Sundays Roof Vent Prop (working with saws)
- Second Super Saturday held on May 12,2021
- Volunteer Members completed their annual training
- Members were assigned Target Solutions Electric Vehicle Fires class

June:

- Assigned Target Solutions Ladders Class
- Members conducted weekend drills on ladders

July:

- Conducted drills on hose advancement. Reviewed Highrise packs, Appliances and Monitors
- Junior Fire Academy was held

August:

- Members completed review of Engines and Truck. Review consisted of equipment locations and answering questions on the operations of tools
- Members reviewed Ladder Truck Waterway operations
- Members reviewed HCN meter calibration procedures
- Members assigned Teex Swiftwater Awareness class

September:

- Saturdays Drafting PowerPoint review
- Sundays Drafting practical

October:

- Members completed Firefighter Survival drills (this meets our RIC Team requirements)
- Members assigned Target Solutions Foam class

November:

- Saturdays Target Solutions Foam class
- Sunday Foam drill practical

December:

- Members were to complete outstanding classes

Robert Minkler, Jr.

Battalion Chief

Division of Training

Woodbridge Fire Department

WOODBIDGE FIRE DEPARTMENT
418 School Street
Woodbridge, NJ 07095

Robert Minkler Jr.
Battalion Chief
Division of Training
732-602-6050 Ext. 6181

Training Report December 2021

- Members completed EMT Refresher held at Station 1
- Members attended and completed a Boaters Safety Course given by the US. Coast Guard Auxiliary. The class was held at Station 1 and 12 members from the Perth Amboy Fire Department attended. All members successfully completed the course and are now able to operate a water craft in NJ/NY. This course was a prerequisite for the projected Water Rescue Training
- The monthly drill for December was for the members to complete any outstanding training
- 2022 annual training will be issued shortly

Robert Minkler, Jr.

Battalion Chief

Division of Training

Woodbridge Fire Department