

**Minutes of the Regular Meeting of the Board of Fire Commissioners, Fire District No. 1 was held on Friday, May 5, 2023 at 6:20 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 for those who unfortunately had lost their lives in these tragic situations that are happening throughout the country.

**PRESENT:** Commissioner John C. Kenny, Commissioner Robert Minkler Sr., Commissioner Patrick Kenny, Commissioner Jay Barcellona, Commissioner Jeffrey Moran  
**ALSO PRESENT:** Attorney – Christopher Howell  
Chief Michael Balog  
Labor Counsel – Nicole Grzeskowiak  
Maria Bucsanszky – District Clerk

Commissioner J.C.K.: I need a motion to accept the minutes of the Regular Meeting of April 5<sup>th</sup>, 2023.

Commissioner Jeffrey Moran. made a motion to accept the minutes of the Regular Meeting on April 5<sup>th</sup>, 2023 which was seconded by Commissioner Jay Barcellona and carried unanimously.

Commissioner J.C.K.: Okay, we will move onto Committee Reports – Personnel and Liaison to the Volunteer Fire Company – Commissioner Moran.

**COMMITTEE REPORTS**

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

Commissioner J.M.: No outstanding issues and I ask that the in-depth report and as well as the Fire Prevention report be entered into the minutes of the meeting in their entirety.

Commissioner J.C.K.: Okay, any questions for Commissioner Moran?  
Okay, we will move on to Apparatus and Vehicles – Commissioner Minkler.

**APPARATUS AND VEHICLES:**

Commissioner R.M.: I'd like to make my report into the minutes of the meeting.

Commissioner J.C.K.: Okay, any questions for Commissioner Minkler? Alright, Telecommunications and Hydrants – Commissioner P. Kenny.

**TELECOMMUNICATIONS AND HYDRANTS:**

Commissioner P.K.: I'd like to have my report entered into the minutes in its' total.

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

**BUILDING AND GROUNDS:**

Commissioner J.B.: I'd like to move my report into the minutes.

Commissioner J.C.K.: Okay, any questions for Commissioner Barcellona? Okay, Payroll and Bills.

**The report of Payroll and Bills for April, 2023:**

Maria Bucsanszky: The bills for April, 2023.

Bills: \$277,744.95

Payroll: \$320,974.15

Commissioner P.K.: Mr. President, I'd like to make a motion that we add the add-on bills totaling \$11,686.21.

Commissioner Patrick Kenny made a motion to accept the Payroll and Bills and include the add-on bills totaling \$11,686.21 which was seconded by Commissioner Jeffrey Moran and carried unanimously except for Commissioner Robert Minkler, Sr. abstaining on Voucher 22527, 22478, and 22479 and yes on all the others.

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

**TREASURER'S REPORT:**

Maria Bucsanszky: Treasurer's Report for May 5<sup>th</sup>, 2023.

Previous Balance – April 5 <sup>th</sup> , 2023	\$4,889,852.47
Deposits	\$ 83,887.61
Payroll and Adjustments	\$ 369,071.45
Current Bills	\$ 277,744.95

Ending Balance as of May 5th, 2023 without the  
add-on bills \$4,326,923.68

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

Commissioner J.C.K.: Okay, we'll move on to 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 Minkler.

Commissioner R.M.: None at this time.

Commissioner J.C.K.: Commissioner Barcellona.

Commissioner J.B.: None at this time.

Commissioner J.C.K.: Commissioner Moran.

Commissioner J.M.: No Unfinished Business.

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

Christopher Howell, Attorney: Nothing at this time.

Commissioner J.C.K.: Madame Clerk.

Maria Bucsanszky: Nothing.

Commissioner J.C.K.: Chief.

Chief Michael Balog: Just real quick to report myself and the Deputies had a meeting this morning with Chief Boelhower from Avenel and Captain Terebetsky from Port Reading. We went over and evaluated our AutoAid. All parties are very happy with how it's going. We are looking and discussing expanding it. Avenel is looking to take more of our area or may expand more into theirs. Port Reading, we're going to be doing like we do with Avenel during the weekdays where they go to the first alarm we'll be sending someone as a safety officer and also we put out there that if you know when we're working during weekdays if they need any other help with any

other command staff we would be more than happy to help them out with that so that is a successful program and we should have more details on any expansion by the next meeting.

Commissioner J.C.K.: Okay great, any questions for the Chief?

Commissioner R.M.: Great job.

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

**NEW BUSINESS:**

Commissioner P.K.: I have none.

Commissioner J.C.K.: Commissioner Minkler.

Commissioner R.M.: None at this time.

Commissioner J.C.K.: Commissioner Barcellona.

Commissioner J.B.: None at this time.

Commissioner J.C.K.: Commissioner Moran.

Commissioner J.M.: No New Business.

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

Christopher Howell, Attorney: None at this time.

Commissioner J.C.K.: Did you get an answer back from Marta?

Christopher Howell, Attorney: I didn't get an answer back from Marta from the Town nor did I get an answer back from Neglia who's our proposed engineer architect for the renovations to the front of the firehouse. I made some minor changes to their contract. I got an acknowledgement that they would, you know, look at that and respond and they didn't do that so I'll follow up with Neglia and I'll do the same with Lisa S. Maybe Mr. President if you could reach out as well I know you've had some conversations with her.

Commissioner J.C.K.: Did Brett reach out to the Marta?

Christopher Howell, Attorney: No Brett's position is you know everything should run either through me or through the architect, Kevin Settembrino. I had several conversations with Kevin. Kevin agreed that I'd be the lead on it sending a letter. The issue is, is this is a conditional resolution to get the approval done. There were minor conditions. We met all them. We sent in those conditions on March 6<sup>th</sup> so the

issue that might be still pending is potentially an engineering issue which would be Brent Papi's lead on that. But Brent has no idea what exactly that is and neither do I so that's what the letter basically said is we met the conditions that were in the written resolution. If you have engineering issues please let us know what they are and in writing so that it's not a gray area and I'm waiting for a response back from the Zoning Board. Provided we meet all those conditions whether there are any outstanding or not we've been told it would be moved on to the Building Department for permits so I will follow up. The letter went out about a week ago. I'll follow up with Marta on Monday and see where she's at with that.

Commissioner J.C.K.: Okay.

Christopher Howell, Attorney: You haven't heard from Neglia have you?

Commissioner J.C.K.: I think Lisa was reaching out to him today. I think the latest I knew it was in their attorneys because it's different then your (inaudible) contract.

Christopher Howell, Attorney: Yeah, I mean again we're just you know dropping some of the limits and got rid of some minor language in it. It's not a major change. I don't think it would be a deal breaker on their part. You know I did ask for them to name us as their lost pay on their insurance policy if we do hire them. This way we have coverage and that was it so yeah hopefully we'll get a response back from them shortly.

Commissioner J.C.K.: Okay, very good. Anything else for Chris? Maria.

Maria Bucsanszky: Nothing.

Commissioner J.C.K.: Chief.

Chief Michael Balog: Just to revert back to Old Business real quick, last night I did receive I believe it's fourteen of the Lexi Poles policies from the Labor Attorney with her recommended revisions so we will be implementing those revisions and probably have them for you next month for approval.

Commissioner J.C.K.: Do we want to have the Chief do the revisions on those fourteen and then after your approval to ensure them?

Commissioner R.M.: Yes.

Commissioner J.B.: Yes.

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

Chief Michael Balog: Okay, very good, thank you.

Commissioner J.C.K.: Nicole.

Labor Counsel – Nicole Grzeskowiak: Nothing.

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

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

**CHIEF'S REPORT:**

Chief Fee: Mike didn't send me anything just that the picnic is all scheduled for tomorrow and we're ready to go.

Commissioner J.C.K.: Okay.

Chief Fee: It looks like the weather is going to be good.

Commissioner J.C.K.: Okay, anybody else from the Audience? Okay, does anybody have anything Executive Session?

Christopher Howell, Attorney: No, we're good.

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

Commissioner Robert Minkler, Sr. made a motion to take a ten minutes recess at 6:30 P.M. which was seconded by Commissioner Jay Barcellona and carried unanimously.

Commissioner Robert Minkler, Sr. made a motion to return to the Regular Meeting at 6:40 P.M. which was seconded by Commissioner Jay Barcellona and carried unanimously.

Commissioner J.C.K.: Good evening, welcome to the ceremonies for the promotions for the department. This is a continuation from our Regular Meeting that started earlier this evening so if you would take a seat and relax so we're going to get this started now. I'd just like to take a moment on behalf of the Board. All these new officers that we're promoting tonight have done extensive training and testing through the State. Many think that it is a simple test to take and it's really not. It's probably a couple hundred hours of studying, tutoring, mentoring and taking their experiences from the job itself so tonight is a great honor to see them all move up in their ranks and we're going to get started with taking the oaths. First, we'll start with Chief Balog and giving the oath will be retired Commissioner Todd Howell.

Retired Commissioner Todd Howell: Do you Michael Balog solemnly swear that you will fully and conscientiously discharge the duties of Fire Chief of Fire District Number One, Township of Woodbridge, New Jersey according to the best of your ability and render full service to the district and to the Fire Department and will at all times be subordinate to the orders and directions of your superiors and in conformity with the rules. Do you further solemnly swear that you will support the constitution

of the United States and the constitution of the State of New Jersey and that you will bear true faith and allegiance to the same and to the governments established in the United States and in this State so you help you God.

Chief Michael Balog: I do.

Retired Commissioner Todd Howell: Congratulations.

Audience applauds.

Commissioner J.C.K.: Okay, at this time we're going to have Deputy Chief Robert Minkler, Jr. come up to take the oath and Commissioner Robert Minkler, Sr. will administer it.

Commissioner Robert Minkler, Sr.: Do you Robert Minkler, Jr. solemnly swear that you will faithfully and conscientiously discharge the duties of the Provisional Deputy Chief position of Woodbridge Fire District Number One, Township of Woodbridge, New Jersey according to the best of your ability and render full service of the District and the Fire Department and will at all times be subordinate to the orders and directions of your superiors and conformity with the rules. Do you further solemnly swear that you will support the Constitution of the United States and the Constitution of the State of New Jersey and that you will bear true faith and allegiance and the same to the government established in the United States and in this State so help you God.

Deputy Chief Robert Minkler, Jr.: I do.

Commissioner Robert Minkler, Sr.: Congratulations.

Audience applauds.

Commissioner J.C.K.: Okay, next will be Deputy Chief Stephen Weber and administering the oath will be Councilman Brian Small.

Audience applauds.

Councilman Brian Small: Do you, Stephen Weber, solemnly swear to faithfully and conscientiously discharge the duties of Provisional Deputy Fire Chief, Fire District Number One, Woodbridge, New Jersey according to the best of your ability and render full service to the District and to the Fire Department and will at all times be subordinate to the orders and directions of your superiors and conformity with the rules. Do you further solemnly swear that you will support the Constitution of the United States and the Constitution of the State of New Jersey and that you will bear true faith and allegiance to the same and to the government established in the United States and in this State so help you God.

Deputy Fire Chief Stephen Weber: I do.

Councilman Brian Small: Congratulations.

Audience applauds.

Commissioner J.C.K.: Okay, next we will have Battalion Chief Michael Mastanduno come up to take the oath and County Commissioner Charles Kenny will administer.

County Commissioner Charles Kenny: I know we're a day late Michael but may the Lord be with you.

Battalion Chief Michael Mastanduno: Thank you.

County Commissioner Charles Kenny: I thank you for this honor being able to swear you in so do you Michael Mastanduno solemnly swear that you will faithfully and conscientiously discharge the duties of Battalion Chief of Fire District Number One, Township of Woodbridge, New Jersey according to the best of your ability and render full service to the District and to the Fire Department and will at all times be subordinate to the orders and directions of your superiors in conformity with the rules and do you further solemnly swear that you will support the Constitution of the United States and the Constitution of the State of New Jersey and that you will bear true faith and allegiance to the State and to the governments established in the United States and in this State so help you God.

Battalion Chief Michael Mastanduno: I do.

County Commissioner Charles Kenny: Very good.

Audience applauds.

Battalion Chief Michael Mastanduno: Thank you.

Audience applauds.

Commissioner J.C.K.: Okay, next for taking the oath will be Battalion Chief Chad Carrick and giving the oath will be Mayor McCormac.

Mayor McCormac: Do you Chad Carrick solemnly swear that you will faithfully and conscientiously discharge the duties of Battalion Chief of Fire District Number One, Township of Woodbridge, New Jersey according to the best of your ability and render full service to the District and to the Fire Department and will at all times be subordinate to the orders and directions of your superiors in conformity with the rules. Do you further solemnly swear that you will support the Constitution of the United States and the Constitution of the State of New Jersey and that you will bear true faith and allegiance to the State and to the governments established in the United States and in this State so help you God.

Battalion Chief Chad Carrick: I do.



Mayor McCormac: Congratulations.

Audience applauds.

Commissioner J.C.K.: Okay, next will be Captain Ryan Horvath and administering the oath will be Councilman Brian Small.

Audience applauds.

Councilman Brian Small: Do you Ryan Horvath solemnly swear that you will faithfully and conscientiously discharge the duties of Fire Captain of Fire District Number One, Township of Woodbridge, New Jersey according to the best of your ability and render full service to the District and to the Fire Department and will at all times be subordinate to the orders and directions of your superiors in conformity with the rules. Do you further solemnly swear that you will support the Constitution of the United States and the Constitution of the State of New Jersey and that you will bear true faith and allegiance to the State and to the governments established in the United States and in this State so help you God.

Fire Captain Ryan Horvath: I do.

Audience applauds.

Commissioner J.C.K.: Okay, next will be Captain Michael Magda and giving the oath will be Perth Amboy Police Chief Larry Catano.

Audience applauds.

Perth Amboy Police Chief Larry Catano: Do you Michael Magda solemnly swear that you will faithfully and conscientiously discharge the duties of Captain of Fire District Number One, Township of Woodbridge, New Jersey according to the best of your ability and render full service to the District and to the Fire Department and will you at all times be subordinate to the orders and directions of your superiors in conformity with the rules and do you further solemnly swear that you will support the Constitution of the United States and the Constitution of the State of New Jersey and that you will bear true faith and allegiance to the State and to the governments established in the United States and in this State so help you God.

Captain Michael Magda: I do.

Perth Amboy Police Chief Larry Catano: Congratulations.

Audience applauds.

Commissioner J.C.K.: Also tonight we have two Battalion Chiefs that elevated from Provisional to Permanent status and that is Battalion Chief Mark Minkler and Battalion Chief David Hines.

Audience applauds.

Commissioner J.C.K.: Mayor, do you want to say a few words or introduce the Council or anything?

Mayor John McCormac: I'd like to congratulate the seven new firefighters tonight. Good luck in the future and congratulations again. I'm joined by several colleagues in public service. We have our State Senator Joe Vitale here with us tonight, we also have our County Commissioner as you know Charles Kenny, Councilman Brian Small, also Councilman Gregg Ficarra and you all know because she has a long history with the Woodbridge Fire Department Sharon McAuliffe our First Ward Councilwoman and we have our liaison with the Fire Departments and Town Hall Deputy Chief Joe Nisky. Thank you very much.

Audience applauds.

Commissioner J.C.K.: Do any of the other Commissioners have anything they would like to say?

Commissioner J.B.: Congratulations gentleman, good work.

Commissioner J.C.K.: Okay, with that we will adjourn.

Commissioner Robert Minkler, Sr. made a motion to adjourn the Regular Meeting at 7:30 P.M. which was seconded by Commissioner Jay Barcellona and carried unanimously.

Respectfully submitted,  
Maria Bucsanszky  
District Clerk

**WOODBIDGE FIRE DISTRICT NO 1**  
**MONTHLY BILL LIST**  
 May 5, 2023

05/02/23

Date	Num	Name	Memo	Amount
<b>Northfield Bank - Voucher</b>				
04/06/2023	22433	Comcast	Account #8499053400759387/Computer Internet	-185.00
04/06/2023	22434	Francis Campbell	Workstation/Server Support, Email Hosting, Zoom License & ...	-2,118.74
04/06/2023	22435	Gen-el Safety & Industri...	LEL Sensor Meter	-257.45
04/06/2023	22436	Penguin Management, I...	1 Months Captain Plan & Streaming Audio 05/01/2023 - 04/30...	-1,932.00
04/06/2023	22437	W.B. Mason Co., Inc	C/S# C1235200 - Supplies	-413.09
04/06/2023	22438	Francis Campbell	Workstation/Server Support, Email Hosting& Office 365, Dell...	-2,552.81
04/06/2023	22439	Francis Campbell	Workstation/Server Support, Email Hosting& Office 365, Ado...	-2,601.79
04/20/2023	22441	AT&T	A/C# 0555384092001/ Landline 732-636-1725	-46.04
04/20/2023	22442	Comcast	Account #499053400528238/Computer Internet	-93.39
04/20/2023	22443	Elizabethtown Gas	Account #7194826935/109 Green St 02/23/2023-03/27/2023	-248.86
04/20/2023	22444	Major Police Supply	MDT Docking Station Installed	-1,431.13
04/20/2023	22445	MIDDLESEX WATER C...	Hydrant Service - April 2023	-44,597.51
04/20/2023	22446	Postmaster	2 Rolls of Stamps	-126.00
04/20/2023	22447	PSE&G	Acct#7550582203/109 Green St	-418.64
04/20/2023	22448	United Healthcare - RX	Member #0216770561-Prescription T Howell May 2023	-36.10
04/20/2023	22449	VALIC	Group #63241 - 2022 LOSAP Contribution	-5,865.00
04/20/2023	22450	Verizon Connect	C/S #WOOD028 Monthly Service March 2023	-80.95
04/20/2023	22451	Verizon Wireless	Acct#58555042-00001/Cell Phone	-123.60
04/20/2023	22452	Wellcare	Acct # 34694850 - K. Howell - May 2023	-9.30
04/20/2023	22453	Elizabethtown Gas	Account #2164284700/418 School St 02/23/2023-03/27/2023	-1,085.78
04/20/2023	22454	UNITED HEALTHCARE	Member# 306131456-1 - Insurance Premium May 2023	-597.16
04/20/2023	22455	Verizon Wireless	Acct#58555042-00001/Cell Phone	-728.44
04/20/2023	22456	Charles Mangione	Website Maintenance - March 2023	-75.00
04/24/2023	22459	Woodbridge Twp Ambul...	RENT - MAY 2023	-4,200.00
04/25/2023	DEBIT	Deluxe	C/S#994058 542069/500 -1000 Voucher Checks & 1000 Env...	-957.22
04/26/2023	22460	Turnout Fire & Safety	Uniforms/Minkler, Balog, Fizer, Carrick	-4,560.34
04/26/2023	DEBIT	Deluxe	C/S#994058 542069/500 -1000 Payroll Checks	-572.43
05/01/2023	22457	Catherine Crowe	Reimbursements - Health Benefits April 2023	-384.38
05/05/2023	22461	ADVANCE AUTO PARTS	Account #1872535921/Supplies - Coolant	-44.24
05/05/2023	22462	Allied Oil	Account# 10-7831212 - Fuel	-1,932.68
05/05/2023	22463	Amazon Capital Services	Floor Mats	-120.50
05/05/2023	22464	Bowco Laboratories Inc	Regular Service/109 Green Street	-50.00
05/05/2023	22465	Christopher Howell	Monthly Fee - May 2023	-4,500.00
05/05/2023	22466	Continental Fire & Safet...	Equipment for New Rescue-Paratech Airbag Control Case	-658.35
05/05/2023	22467	Decals By Design	Towing & Parking Sign	-230.00
05/05/2023	22468	Fire-Dex, GW LLC	Bunker Coats Repairs	-30.40
05/05/2023	22469	Hackensack Meridian T...	Physicals	-80.00
05/05/2023	22470	Introcaso Cleaners	Pants Repaired - Rivera	-10.00
05/05/2023	22471	JFK EMS Training Center	CRP Re-Cert Cards	-480.00
05/05/2023	22472	Life Insurance Compan...	Policy #GL-5474 Volunteer Life Insurance - May 2023	-242.95
05/05/2023	22473	Lowe's	Account 82131319150376/Supplies	-1,053.15
05/05/2023	22474	Margaret Sulej	Cleaning 109 Green Street 04/27/2023	-180.00
05/05/2023	22475	Maria Bucsanszky, E.A.	Monthly Fee - May 2023	-6,000.00
05/05/2023	22476	Marie Gould	Reimbursement - Health Benefits April 2023	-384.38
05/05/2023	22477	Mary Karnas	Reimbursement - Health Benefits - April 2023	-384.38
05/05/2023	22478	Middlesex County Fire ...	Fire Prevention Inspector - Horvath/Eagan/Figueroa	-1,260.00
05/05/2023	22479	Middlesex County Treas...	Fire Election - Printing & Processing Vote By Mail Ballots - Fe...	-4,210.37
05/05/2023	22480	New Jersey Fire Equip...	Coupling Repair Kit	-168.00
05/05/2023	22481	PSE&G	Acct#7356632500/Firehouse 03/14/2023-04/12/2023	-348.45
05/05/2023	22482	Settembrino Architects	Permits	-1,085.00
05/05/2023	22483	Sophie Bader	Reimbursement - Health Benefits April 2023	-384.38
05/05/2023	22484	Spectrotel	Account #348180/Cad/Landline/Flre Alarm/Solar	-158.16
05/05/2023	22485	Standard Insurance Co...	Life Insurance - Policy #136829 - May 2023	-4,240.60
05/05/2023	22486	Staples	6035 5178 2066 2780 - Supplies	-369.40
05/05/2023	22487	Stone Mountain Printing	Business Cards/Weber	-78.20
05/05/2023	22488	Superior Office System...	Account #EDH608-001- Supplies - Contract for Copier	-132.60
05/05/2023	22489	Survivor Fire & Safety E...	Fire Extinguisher Inspection	-1,538.50
05/05/2023	22490	Township of Woodbridg...	Fuel January 1, 2023 - March 31, 2023	-2,287.99
05/05/2023	22491	Treasurer State of NJ	Inspector & Investigator ID#194644/Jago	-182.00
05/05/2023	22492	Twin Rocks Water	5 Gallon Water - 418 School St	-63.91
05/05/2023	22493	V. E. Ralph & Son, Inc	(7) Tourniquets	-209.93
05/05/2023	22494	Vision Service Plan	Acct# 12 078480 0001 Vision Coverage - May 2023	-1,913.60
05/05/2023	22495	W.B. Mason Co., Inc	C/S# C1235200 - Supplies	-61.55
05/05/2023	22496	West Hudson Industries	(6) Badges	-640.00
05/05/2023	22497	Witmer Public Safety Gr...	Mic Keeper Snap Clip Mount & EMI Deluxe Life Hammer	-124.00
05/05/2023	22498	Continental Fire & Safet...	Little Giant Defender & Fire Hooks	-976.00
05/05/2023	22499	New Jersey Fire Equip...	Hose Coupling Repairs	-325.00
05/05/2023	22500	PSE&G	Acct#7356632500/Parking Lot	-32.77
05/05/2023	22501	Spectrotel	Account #34348561/Clerk	-54.91

Date	Num	Name	Memo	Amount
05/05/2023	22502	V. E. Ralph & Son, Inc	Supplies for Rescue Truck	-4,223.38
05/05/2023	22503	W.B. Mason Co., Inc	Supplies	-772.58
05/05/2023	22504	New Jersey Fire Equip...	Hydro-Test Cylinders	-61.20
05/05/2023	TEPS	State of NJ- Health Ben...	Health & Prescription - Active Employees	-94,468.52
05/05/2023	22505	W.B. Mason Co., Inc	C/S# C1235200 - Supplies	-450.21
05/05/2023	TEPS	State of New Jersey- H...	Health Benefits Retiree - 05/01/2023 - 05/31/2023	-45,517.31
05/05/2023	22506	Absolute Fire Protection...	2014 Spartan Pumper (E-2) Preventative Maintenance 1-2	-7,176.30
05/05/2023	22507	All Hands Fire Equipment	Water Rescue Equipment	-1,011.63
05/05/2023	22508	Amazon Capital Services	Certificates	-122.59
05/05/2023	22509	Charles Mangione	Website Maintenance - April 2023	-75.00
05/05/2023	22510	Conway Shield	Helmet Shield	-191.03
05/05/2023	22511	Home News Tribune	Account#ASB-076094- Notice Rescheduled Meeting May 5. 2...	-8.19
05/05/2023	22512	Hugh Drumm	Reimbursement - Microeconomics & Marketing	-1,785.01
05/05/2023	22513	Mary Ann Sofka	1 1/2 HR Transcription For Regular Meeting 04/05/2023	-45.00
05/05/2023	22514	Matts Promotional & Ma...	Supplies - First Aid Kit Set Up, Bubbles & Shipping	-1,772.50
05/05/2023	22515	Motorola Solutions Inc.	Acct# 1035457185 - Charger	-960.00
05/05/2023	22516	OnSolve, LLC	C/S ID#5257 - One Call Now	-757.79
05/05/2023	22517	Pollardwater	Traffic Safety Vests	-664.26
05/05/2023	22518	Snap-on	4 Ton Floor Jack	-1,240.00
05/05/2023	22519	Survivor Fire & Safety E...	Fire Extinguisher Rescue Truck	-1,538.50
05/05/2023	22520	Turnout Fire & Safety	Uniforms/Horvath	-1,292.96
05/05/2023	22521	V. E. Ralph & Son, Inc	Supplies	-86.49
Total Northfield Bank - Voucher				-277,744.95
<b>TOTAL</b>				<b>-277,744.95</b>

**To: Chief Balog**  
**From: Battalion Chief Hines**

**Date: April 29, 2023**

**Monthly Building Report for the May 2023 Fire Commissioner Meeting**

- New Shredder for BC office 4/3
- Flags placed above bay doors 4/8/23
- Doors numbered in large dorm
- The rear parking-waiting on signs to be deliver
- Bowco completed monthly service
- Painter was out to give quote on first floor painting 4/20/23
- Door closer from back room fixed 4/29
- Comairco compressor and piping replacement/upgrade still in review.
- Toilet paper dispenser replaced in 1<sup>st</sup> floor men's room bathroom.
- MultiFlow still needs to remove old soda filled lines from back-room refreshment area.

Respectfully submitted,  
Battalion Chief, David Hines

# **WOODBIDGE FIRE PREVENTION BUREAU REPORT APRIL 2023**

**DATE: MAY 1, 2023**

**REPORT COVERING: APRIL**

**FIRE INVESTIGATIONS: 2**

**TOTAL INSPECTIONS COMPLETED IN APRIL: 247**

**COMPLAINTS & SPOT INSPECTIONS: 8**

**LIFE HAZARDS: 23**

**QUARTERLY: 9**

**SEMI-ANNUAL: 0**

**NON- LIFE HAZARD USES: 96**

**TOTAL REINSPECTIONS: 110**

**PERMITS ISSUED: 8**

**TOTAL AMOUNT BILLED IN APRIL: \$13,540.00**

**TOTAL AMOUNT COLLECTED APRIL: \$13,112.00**

**HOME INSPECTIONS: 0**

**FIRE SAFETY EDUCATION CLASSES: None**

**REQUESTS: None**

**OTHER:**

**Robert Fizer  
Captain/Fire Official**

**To: Chief Balog**

**From: Battalion Chief Mastanduno/Capt. McGrath**

**Date: April 22, 2023**

**Monthly Compliance Report for the May 2023 Fire Commissioner Meeting**

**Monthly Requirements**

- Building generator test 4/3
- Rae meter calibration 4/3
- Building extinguisher checks 4/22
- SCBA inspection 4/12
- Ground ladder inspections 4/18

**Quarterly Inspections**

- Air quality report was received for Hopelawn Fire Department's cascade system.

**Bi-Annual Inspections**

- Hydrant Inspections Spring 2023 started. Tour 1 and Tour 2 completed their zones.

**Annual Inspections**

- None

**Upcoming Events/Other:**

- Bay cleaning

Respectfully Submitted,  
Battalion Chief Michael Mastanduno  
Captain Keith McGrath

# Monthly Apparatus & Equipment Report

## April 2023

### Engine 1

- Outstanding Issues
  - Officer side tall cab door (lower door latch stuck in open position)
    - Absolute notified
  - Front tires balding
    - Atlantic Tire (Nuno) to evaluate
- Resolved
  - Cribbing container and Accessory boxes replaced

### Engine 2

- Outstanding Issues
  - Pump panel warning light ½ LED out
    - Part on order
  - Master Emergency light switch bulb out
    - Part on order
- Resolved
  - Front intake indicator shows partial opening in valve
  - Officer side rear cab door step light out
  - Strip light in compartment L1 is partially out
  - 2023 Preventive Maintenance completed



### Engine 3

- Outstanding
  - No repairs outstanding
- Resolved

### Truck 6

- Outstanding
  - Truck is leaning to the right again – Monitoring
  - Officer side high compartment – locking mechanism loose and screws are stripped out – shift made temporary repair – Absolute to evaluate and quote
  - Hydraulic leak officer side rear outrigger – will need to be brought into the shop
  - Discharge #3 leaking- Absolute notified
- Resolved
  - Aerial nozzle wire frayed – Absolute cleaned it up and re-taped it

### Auxiliary Vehicles

- Outstanding
  - 1-3-5 lightbar and arrow stick repairs - ordered
  - 1-3-1 has a lighting issue being investigated and will need a replacement arrow stick – quoted
- Resolved
  - 1-3-5 has recalls waiting on parts- fixed

### Turnout Gear

- Outstanding
  - Second set of gear for new hires still pending

➤ Resolved

FF Kane coat cleaned and repaired- put back in service

**Equipment Out of Service**

➤ Outstanding

- Four lengths of 5" supply hose damaged at Buckeye incident 23025506 – Ordered FF1
- RAE Meter battery to be ordered – quote pending
- Meter #6 oxygen sensor bad- email sent

➤ Resolved

(1) Length 5" hose recoupled

**Rescue 1**

➤ Outstanding

At PL Customs having mounts and brackets installed

➤ Resolved

- Air leak on Rescue due to bad contact – fixed
- Equipment inventoried and labeled

**Miscellaneous**

➤ Outstanding

- Working with vendor for exterior gear (Tech Rescue Gear) – Ordered

➤ Resolved

- TNT Annual Maintenance scheduled (August)
- Hurst/ETools Annual Maintenance scheduled (August)
- County HazMat picked up Hurst pump and Combo tool
- Blood Control bags were issued and put on 1-1, 1-2, 1-3, 1-2-6, 1-3-5
- Hydrant bags mounted on 1-1, 1-2, 1-3
- Water Rescue Equipment Inventoried and moved to Access Storage

**Orders & Deliveries**

➤ Ordered

- Multiple orders for Training Division, Pre-Planning on back order
- Equipment for Rescue 1
- SCBA'S

➤ Delivered

- Particulate blocking hoods were distributed
- Uniforms for all promotions- 85% picked up 15%back ordered

# **WOODBIDGE FIRE DEPARTMENT**

**418 School Street**

**Woodbridge, NJ 07095**

*Robert Minkler Jr.*

*Deputy Chief*

*Division of Training*

*732-602-6050 Ext. 6181*

## **Monthly Training Report April 2023**

- Department members attended the man overboard drill at Shell
- Members attended DFS classes
- Training is working with the Rescue 1 committee to establish training for the new Rescue 1 equipment
- Scheduled members to attend a foam training class in Jersey City May 16
- Members attended classes held by NJ Fire & EMS Institute

Robert Minkler, Jr.

Deputy Chief

Woodbridge Fire Department