Minutes of the Regular Meeting of the Board of Fire Commissioners, Fire District No. 1 was held on Wednesday, June 5, 2024 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 for our departed members and let's not forget the anniversary of D Day.

PRESENT:

Commissioner John C. Kenny, Commissioner Jeffrey

Moran, Commissioner Robert Minkler, Sr.

EXCUSED:

ALSO PRESENT:

Commissioner Jay Barcellona Christopher Howell, Attorney

Chief Michael Balog

Labor Counsel – Nicole Grzeskowiak District Clerk - Maria Bucsanszky

Commissioner J.C.K.: I need a motion to accept the minutes of the May 1, 2024 Regular Meeting.

Commissioner Jeffrey Moran made a motion to accept the minutes of the May 1, 2024 Regular Meeting which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner J.C.K.: We will now go into 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.: The Chief has informed me that the hiring process through the end of summer is going smoothly and no other personnel matters to be reported at this time.

Commissioner J.C.K.: Okay, any questions for Commissioner Moran? Alright, we'll move in to Apparatus and Vehicles – Commissioner Minkler.

APPARATUS AND VEHICLES:

Commissioner R.M.: Yes, just the normal repairs that are going on keeping up and keeping all the apparatus in service. The rest of my report can be moved into the minutes.

Commissioner J.C.K.: Okay, any questions for Commissioner Minkler? Alright, we will move on to Telecommunications and Hydrants.

TELECOMMUNICATIONS AND HYDRANTS:

Commissioner J.C.K.: We will just make the report of Telecommunications and Hydrants part of the minutes of the meeting. Building and Grounds.

BUILDINGS AND GROUNDS;

Commissioner J.C.K.: I know Commissioner Barcellona will let me know I think tomorrow that there is a pre-construction meeting for 418 School Street so that looks like it is finally moving in the right direction. We will know better tomorrow on that. Does anybody have anything else? Report of Payroll and Bills.

The report of Payroll and Bills for May, 2024:

Maria Bucsanszky: The bills for May, 2024.

Bills: \$237,534.85 Payroll: \$488,422.07

Commissioner Jeffrey Moran made a motion to accept the Payroll and Bills including the add-ons bills for a total of \$180,606.10 which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner J.C.K.: Alright, we will move on to Treasurer's Report.

TREASURER'S REPORT:

Maria Bucsanszky: Treasurer's Report for June 5th, 2024.

Previous Balance – May 1st, 2024 \$6,413,178.95

Deposits \$ 17,459.93

Payroll and Adjustments \$ 462,027.13

Current Bills \$ 237,534.85

Ending Balance as of June 5th, 2024 without the

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

COMMUNICATIONS:

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

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

UNFINISHED BUSINESS:

Commissioner J.C.K.: Commissioner Minkler.

Commissioner R.M.: We're getting the weekly updates of the new aerial. It looks like it is progressing very well.

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

Commissioner J.M.: No Unfinished Business.

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

Christopher Howell, Attorney: Just some legal matters we have to discuss on 109 Green Street, 418 School Street and Queens Road. Those three items involve legal contractual issues so we'll discuss that in Executive Session.

Commissioner J.C.K.: Sure – Maria

Maria Bucsanszky: Nothing.

Commissioner J.C.K.: Chief.

Chief Michael Balog: Just the radios. We're currently able to get the necessary information from the county so the portable radios were programmed and distributed. The apparatus radios and communication equipment actually started today getting everything installed so that should be wrapping up next week I believe and the boat should be arriving on Monday so we are closing out some items.

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

Nicole Grzeskowiak, Labor Counsel: No Unfinished Business.

Commissioner J.C.K.: Okay, New Business - Commissioner Minkler.

NEW BUSINESS:

Commissioner R.M.: Nothing at this time.

Commissioner J.C.K.: Commissioner Moran

Commissioner J.M.: No New Business.

Commissioner J.C.K.: Chris.

Christopher Howell, Attorney: No New Business.

Commissioner J.C.K.: Maria.

Maria Bucsanszky: Nothing.

Commissioner J.C.K.: Chief.

Chief Michael Balog: I just got one item for personnel for Executive Session sir.

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

Nicole Grzeskowiak, Labor Counsel: Nothing other than was mentioned by the Chief.

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

REMARKS, COMMENTS OR QUESTIONS FROM THE AUDIENCE:

	<u>2023</u>	2024
May Calls	56	54
Year to Date	260	327

Chief Fee: That's it.

Commissioner J.C.K.: Okay, anybody else from the audience? Alright, I need a motion to go move into Executive Session for Legal and Personnel matters.

Commissioner Robert Minkler, Sr. made a motion to go into Executive Session for Legal and Personnel matters at 7:10 P.M. which was seconded by Commissioner Jeffrey Moran and carried unanimously.

Commissioner Robert Minkler, Sr. made a motion to return to the Regular Meeting at 8:15 P.M. which was seconded by Commissioner Jeffrey Moran and carried unanimously.

Commissioner J.C.K.: Chris, you want to give a summary.

Christopher Howell, Attorney: Sure Mr. President, Executive Session tonight consisted of the following items. We discussed personnel matters involving Employee #4506. We discussed contractual issues and matters involving the Queens Road lease for the lease of one of their bays. We discussed some contractual issues on the 418 School Stret project; that's going to be moving forward shortly and then we concluded also and speaking about the 109 Green Street project and some contractual issues on that as well and that would conclude our Executive Session for tonight.

Commissioner J.C.K.: Okay, any questions on the Executive Session? I need a motion to be able to have the District Clerk pay any and all bills for the month of July and August and they would be read off at the September regular meeting.

Commissioner Robert Minkler, Sr. made a motion to be able to have the District Clerk pay any and all bills for the month of July and August and they would be read off at the September regular meeting which was seconded by Commissioner Jeffrey Moran and carried unanimously.

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

Commissioner Robert Minkler, Sr. made a motion to adjourn the Regular Meeting at 8:20 P.M. which was seconded by Commissioner Jeffrey Moran and carried unanimously.

Respectfully submitted, Maria Bucsanszky District Clerk

BOARD OF FIRE COMMISSIONERS DISTRICT 1 MONTHLY BILL LIST

May 2 through June 5, 2024

Date	Num	Name	Memo	Amount
Northfield I	Bank - Vouch	er		
05/02/2024	23701	Access Self Storage of Woodbridge	Storage Rental Unit #16007 Rent & I	-457.00
05/02/2024	23702	Access Self Storage of Woodbridge	Storage Rental Unit #16029 Rent & I	-279.00
05/02/2024	23703	Age Contracting Corp	Roof Repair 109 Green St	-9,500.00
05/02/2024	23704	Amazon Capital Services	Bison Series Blank Certificate	-124.99
05/02/2024	23705	Conway Shield	(6) Custom Designed Shields	-202.30
05/02/2024	23706	Gremar Contracting, LLC	Attended On Site Construction Pre Bi	-237.10
05/02/2024 05/02/2024	23707	MACS MAINTENANCE	Trim/Prune/Mulch/Weed Control/Rou	-860.00
05/02/2024	23708 23709	Mary Ann Sofka	Transcription (1hour) Regular meetin	-30.00
05/02/2024	23710	New Jersey Fire Equipment Co Owen S Dunigan Co Inc	Supplies	-7,056.00
05/02/2024	23711	Skylands Area Fire Equipment & Training L	First Floor Urinal Repair-418 School St	-145.00
05/02/2024	23712	Spectrotel	Number Patch Coat/Pants	-94.00
05/02/2024	23713	Township of Woodbridge-Comptroller's Offi	Account #348561/Clerk/ 4/22/24-5/21 Fuel January 1, 2024 - March 31, 2024	-58.36
05/02/2024	23714	Verizon Connect	C/S #WOOD028 Monthly Service Ma	-1,884.66 -80.95
05/02/2024	23715	Vision Service Plan	Acct# 12 078480 0001 Vision Covera	-2,194.14
05/02/2024	23716	MACS MAINTENANCE	Weekly Srvc /Spring Clean Up/Fertiliz	-540.00
05/02/2024	23717	Spectrotel	Account #348180/Cad/Landline/Fire	-170.60
05/02/2024	23718	Verizon Wireless	Acct#342401275-00001/Cell Phone 0	-365.48
05/02/2024	23719	US Bank	Acct#4798531221546585/Supplies	-721.81
05/14/2024	23720	ATT	A/C# 0555384092001/ Landline 732	-46.73
05/14/2024	23721	Comcast	Account #8499053400759387/Comp	-185.84
05/14/2024	23722	OnSolve, LLC	C/S ID#5257 - Subscription Service F	-1,173.69
05/14/2024 05/14/2024	23723 23724	UNITED HEALTHCARE	Member# 306131456-1 - Insurance P	-638.60
05/14/2024	23725	Verizon Connect	C/S #WOOD028 Monthly Service Apr	-80.95
05/14/2024	23726	Woodbridge Twp Ambulance and Rescue Comcast	RENT - June 2024	-4,200.00
05/14/2024	23727	United Healthcare RX	Account #8499053400528238/Comp Member #0216770561-Prescription T	-83.47
05/14/2024	23729	Elizabethtown Gas	Account #2164284700-418 School St	-68.40 -667.48
05/15/2024	23730	MIDDLESEX WATER COMPANY WATE	Account 2541534661 109 Green St	-318.52
05/15/2024	23731	VALIC.	Group #63241 - 2023 LOSAP Contrib	-6,153.00
06/01/2024	23728	Catherine Crowe	Medicare Reimbursement - May 2024	-416.97
06/05/2024	23732	A K Equipment Co	Universal Mount/ Mini Hook/ Spanner	-523.11
06/05/2024	23733	ADVANCE AUTO PARTS	Account #1872535921/Mini Bulb	-5.59
06/05/2024	23734	All Hands Fire Equipment	Kocheck 1.5 X 1 Rocker Lug/ Shipping	-102.97
06/05/2024 06/05/2024	23735	Allied Oil	Account# 10-7831212 - Fuel	-1,844.77
06/05/2024	23736 23737	Amazon Capital Services Blue Line Uniforms	Paper for Plotter	-240.94
06/05/2024	23738	Brighton Air Corp	Petra Roc Hooded Rain Jacket	-1,579.80
06/05/2024	23739	Charles Mangione	HVAC System Website Maintenance - April 2024	-10,800.00
06/05/2024	23740	Christopher Howell	Monthly Fee- June 2024	-75.00 -4,600.00
06/05/2024	23741	Dell Marketing L.P.	Customer #993496- Monitor for CAD	-4,000.00 -142.18
06/05/2024	23742	Delta Dental Plan of NJ	Group# 01063 - Dental Coverage 06/	-13,301.57
06/05/2024	23743	Dunford Refrigeration Heating and AC	Leak Ice Machine	-165.00
06/05/2024	23744	Electronic Measurement Labs	Foam-lined Carrying Case	-150.00
06/05/2024	23745	Glasson's Auto Repair	Battery / Axle Seals	-1,628.53
06/05/2024	23746	Hoagland, Longo Moran Dunst Doukas LLP	Professional Services Rendered	-2,215.00
06/05/2024 06/05/2024	23747 23748	IAAI	Chapter Dues - R. Hilliard	-45.00
06/05/2024	23749	Joint Board of Fire Commissioners of Wood Life Insurance Company Of North America	2024 Annual Fire District Assessment	-6,000.00
06/05/2024	23750	Margaret Sulej	Policy #GL-5474 Volunteer Life Insur Cleaning 109 Green Street 05/22/24	-237.30
06/05/2024	23751	Maria Bucsanszky E A	Monthly Fee June 2024	-180.00 -6,000.00
06/05/2024	23752	Marie Gould	Health Benefits Reimbursement - Ma	-6,000.00 -416.97
06/05/2024	23753	Mary Ann Sofka	Transcription (1hour) Regular meetin	-30.00
06/05/2024	23754	MIDDLESEX WATER COMPANY WATE	Account 6550200000 School & Brook	-997.03
06/05/2024	23755	Neglia	Professional Services/418 School Str	-18,800.00
06/05/2024	23756	New Jersey Fire Equipment Co	Gold Supreme Pull on Leather Boots	-588.00
06/05/2024	23757	PSEG	Acct# 7550582203-109 Green St - 04	-390.55
06/05/2024 06/05/2024	23758	Skylands Area Fire Equipment & Training L	Velcro Number Patch Coat / Pant / S	-467.00
06/05/2024	23759 23760	Sophie Bader Standard Insurance Company	Health Benefit Reimbursement -May	-416.97
06/05/2024	23761	Stone Mountain Printing	Life Insurance - Policy #136829 - Jun	-4,415.84
06/05/2024	23762	The Home Depot Pro	Business Cards- Walsh/Geiger	-124.40
06/05/2024	23763	V. E. Ralph & Son, Inc	Account #1761315 - Energizer Max Defibtech AED Pads	-119.20 -1,167.10
06/05/2024	23764	Verizon Wireless Laptop Modems	Acct#982554463/Laptop Modem	-1,167.10 -760.24
06/05/2024	23765	West Hudson Industries	WFD-Hat Badge	-1,245.00
06/05/2024	23766	Witmer Public Safety Group	Streamlight Vulcan 180 Haz	-253.64
06/05/2024	23767	MIDDLESEX WATER COMPANY	Hydrant Service - May 2024	-51,127.53
06/05/2024	23768	Stone Mountain Printing	Junior Fire Academy Tags	-79.60

Date	Num	Name Name	Memo	Amount
06/05/2024 06/05/2024 06/05/2024 06/05/2024 06/05/2024 06/05/2024 06/05/2024 06/05/2024 06/05/2024 06/05/2024 06/05/2024 06/05/2024 06/05/2024 06/05/2024	23769 23770 23771 23772 23773 23774 23775 23776 23777 23778 23779 23780 23781 23782 23783	V. E. Ralph & Son, Inc 10-75 Emergency Vehicles All Risk Lowes MACS MAINTENANCE Matts Promotional & Marketing LLC MACS MAINTENANCE Absolute Fire Protection Co Inc All Risk Amazon Capital Services Comcast Parker Web WB Mason Co Inc Witmer Public Safety Group Absolute Fire Protection Co Inc	Petrolatum Gauze Dressing New Vehicle 2023 Chevrolet Silverado Mold Work Plan109 Green Street Account 82131319150376/Supplies Power Wash Building - 109 Green St FPB Supplies Lawn Service - 109 Green St Labor - 2006 American Lafrance Ladd Mold Remediation 109 Green Street Gear & Zipper Wax Account #8499053400528238/Comp Updates for Fire Comm Website Customer # C1235200 - Supplies Ajax Strip & Seek Tool Labor - 2014 E-One Pumper	-54.24 -38,477.41 -1,855.60 -980.71 -850.00 -495.00 -325.00 -21,831.83 -22.49 -247.98 -149.00 -476.82 -92.90 -455.00
Total Northf	ield Bank - Vo	oucher		-237,534.85
TOTAL				-237,534.85

Attention: Chief Balog Date: June 1, 2024

Monthly Building report for the June 2024 Commissioner Meeting

Admin Office

- Basement mold remediation complete
- Awaiting remodel/ garage build

418 School Street

- Heat Tape over side door awaiting replacement. On hold till September Per DC Weber
- Main Dorm Lock replaced 4/30
- Bowco monthly service 5/2
- Mac's Maintenance to maintain lawn fertilizer and spring cleanup. 5/4
- Ice machine was OOS. Station 2 allowed us to use theirs if needed 5/20 5/28
- FF Neves assisted the township IT department in accessing the camera system. 5/24
- American flags were replaced with new and installed over the 5 bays 5/24
- Memorial day wreathes placed for the holiday 5/24
- Lawnmower was sent out for service by Tour 3 it may be coming up for replacement we will speak with BC Carrick
- Bowco treated first floor lobby 5/28
- Dunford repaired ice machine, parts were on order for over a week (see emails) 5/28
- Computer server changed over to town IT clean-up of old computer closet still needed cleanup.
- Additional quotes requested for boiler room exterior door/ side entrance door and back room center window along with several screens that need to be replaced

House Two (Queen Road)

- Electrical issue with plug for apparatus not corrected in bay R1 tripped power in other bay. this may be a bigger electrical issue then our equipment plugging in
- An airline/ compressor will be needed for truck 6
- Gear storage quote received
- E-mail dated 5/28 from Capt. Horvath is the latest update

Respectfully Submitted, David Hines Battalion Chief To: Chief Balog

From: Battalion Chief Mastanduno/Capt. McGrath

Date: May 26, 2024

Monthly Compliance Report for the June 2024 Fire Commissioner Meeting

Monthly Requirements

- Building generator test 5/4.
- Rae meter calibration 5/6.
- Building extinguisher checks 5/12.
- SCBA inspections 5/10.
- Ground ladder inspections 5/21.

Quarterly Inspections

• None

Bi-Annual Inspections

None

Annual Inspections

• Spring 2024 hydrant inspections completed by Tours 1, 2, 3, & 4.

Upcoming Events/Other:

- Visual Appliance Inspection.
- Job Performance Evaluation
- Building Safety Checklist.

Respectfully Submitted, Battalion Chief Michael Mastanduno Captain Keith McGrath

Monthly Pre-Plan Report

- In the process of completing an update for the SHELL Pre-Fire Plan. Working with the consultant pertaining to the changes of the fire protection systems with-in the facility.
- Continuing foam change over project with Shell and its required equipment.
- Completed department fog nozzle replacement project including foam jets. Nozzles delivered May 31st. Working on inventory and in service placement. Total cost \$50,813.70.
- Completed design and specs for new 3000 foam trailer. Order placed May 19, 2024. Projected 180 day delivery. Total cost \$237,528.00.
- Obtained quotes for failed industrial hose replacement (2", 3", 7 ¼"). Submitted for replacement.
- Chamber of Commerce 2024 Street Fair completed May 18th. After action report completed.
- Continuing development of department MVX Operations Refresher.
- 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

Monthly Equipment Report May 2024

Engine 1

- Outstanding Issues
 - Nuno Tire reported shocks need to be replaced soon
 - 200ft of 5inch hose damaged 11/11/23 (Hose bed is now 800ft)
 - o Keeps tripping breaker at Queen Road Believed to be breaker issue at Queen Road
 - Mobile Radio cutting in and out (Error messages) New radio waiting to program and get installed 6/4/24
 - Officer window controls not working-Absolute ordered new motor 4/24 Absolute will check wiring during PM 7/8/24
 - Officer side Rear Compartment Led Lighting working intermittently- monitor Absolute could not duplicate
 - o Cab Tilt not working- Absolute made temporary repair on 5/21, new switch was ordered

Resolved

- o Driver side Bumper Emergency Light- Absolute replaced 5/02
- o Preventative Maintenance scheduled for July 8, 2024

Engine 2

- Outstanding Issues
 - Nuno Tire reported shocks need to be replaced soon

- o 100ft 5 inch short (Hose bed is now 900ft)
- Resolved
 - Preventative Maintenance scheduled for June 6, 2024

Engine 3

- o Outstanding
 - o Short 200ft of 5inch (Hose bed is now 800ft)
- o Resolved
 - o Rabbit Tool repaired- Tour 1 tighten dump valve

Truck 6

- Outstanding
 - o Driver side aerial cylinder slight hydraulic leak-Monitor (limit Aerial use)
 - O Check Engine light coming on intermittently- Absolute stated barometric pressure sensor/looking into issue ok to use in mean time 4/01. Absolute added ½ gal of coolant and check engine light went off. 5/21
 - $\circ\quad$ Back up camera- wiring pulled out of wire chase running along aerial ladder
- Resolved
 - o Oil Leak- Absolute tighten both oil filters 5/21

Rescue 1

- Outstanding
 - o Scene/Flood lights flickering- PL Customs gave quote to replace wiring
 - o Ajax Hammer crack in handle losing air- Sent out for warranty 4/29
 - o Federal Siren working intermittently- Monitor
 - High Beams

- Resolved
 - o Elevator recall added- 5/14
 - o License plate bulb replaced- Tour 2 fixed 5/11

Auxiliary Vehicles

- Outstanding
 - o 1-3-5 light bar and arrow stick repairs waiting on quote A &K Equipment
 - o 1-3-8 and 1-3-9 recall on power door lock switch covers- Deputies to monitor
 - o 1-3-3 recall on camera blue screen- Ford no fix/ try resetting software
 - 1-3-12 recall on engine failure- Ford no fix/monitor warnings get to dealer if problem Persists Update 02/24 waiting on parts
- o 1-3-11 back up camera working intermittently- Monitor
- o 1-3-11 Driver window controls do not work- need to set up appointment
- Resolved

- o 1-3-4 plow taken off and stored at Tow Yard- Tour 3
- o 1-3-2 dead battery- Glasson's installed new battery 5/15
- o 1-3-12 warranty work- All American 5/12

Turnout Gear

Outstanding

- Second set of gear for FF Aquino- sizing was wrong- Skylands ordered 3/12 Gear came in pants too big sending out to fix
- o Recruit Gear- Skylands
- Helmet Shields ordered

Resolved

- o Recruits Turnout Gear ordered- Skylands 2/16
- Vol FF Okoro name plate and # came in
- Work gloves came in/waiting on XXL
- Chief Hapstak Boots were replaced size 14
- o Recruit Class 01-2024 rental gear returned for credit 5/09

Equipment Out of Service

- Outstanding
 - o 500ft 5" hose either failed testing or damaged-waiting to order
 - o Engine 1-1 TIC O.O.S Core needs to be replaced (too expensive \$1900) Getting quotes

- o Engine 1-1 Tablet/CAD O.O.S (Township IT said it needs to be replaced- Admin working on replacement
- o Engine 1-3 Tablet/CAD O.O.S (Township IT said it needs to be replaced- Admin working on replacement
- o SCBA Bottles #7, 13, 45, 20, 63 leaking at sight glass or knob broken- Tagged O.O.S and not fixing due to new bottles placed into service

Resolved

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Miscellaneous

- Outstanding
 - o Working on Rope Rescue Equipment getting quotes
 - New C5 Masks need to be exchanged for sizing
 - ESS/Township IT working on programming new radios and Bluetooth masks-Working on Channel Banks w/ ESS Radios programmed and Bluetooth masks synched waiting on radio holsters and policy to put in service. Mobile radios being installed starting on 6/4
 - o Getting Quotes for new TIC

Resolved

- TNT Tools Preventative Maintenance scheduled for 6/10
- o Working on 2024 Apparatus PM Scheduling- Engine 1&2 scheduled

Orders & Deliveries

- > Ordered
 - o Failed Hose needs to be replaced 5"
 - o Ajax Strip and Peek tools for MVX training
 - o RIT Mask and Regulators for Hopelawn RIT Bag- expected delivery date 5/30

- Delivered
 - Work Gloves XXL back ordered
 - o Uniforms/Partial still waiting on A LOT of items from TurnOut