

Minutes of the Regular Meeting of the Board of Fire Commissioners, Fire District No. 1 was held on Wednesday, October 2, 2024 at 7:00 P.M.

Commissioner Robert Minkler, Sr. 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 Robert Minkler, Sr. led a pledge to the flag.

A moment of silence for our departed brothers and sisters. Keep those in your prayers with the flooding down south.

PRESENT: Commissioner Robert Minker, Sr., Commissioner Jeffrey Moran, Commissioner Jay Barcellona
EXCUSED: Commissioner John C. Kenny (Commissioner Kenny phoned in for the Executive Session)
ALSO PRESENT: Maria Bucsanszky, District Clerk.
Chief Michael Balog
Deputy Chief Robert Minkler, Jr.
Labor Counsel – Nicole Grzeskowiak
Christopher Howell, Attorney
Michael Bart, Auditor

Commissioner R.M.: I need a motion to accept the minutes of the September 4, 2024 Regular Meeting and the September 16, 2024 Special Meeting.

Commissioner Jeffrey Moran made a motion to accept the minutes of the September 4, 2024 Regular Meeting and the September 16, 2024 Special Meeting which was seconded by Commissioner Jay Barcellona and carried unanimously.

Commissioner R.M.: Why don’t we suspend the meeting and have our auditor give his report.

Michael Bart, Auditor: Tonight, in front of you we have the December 31st, 2023 audit report of the district. I can briefly walk you through it. Pages 1 and 2 are the opinion of our firm as your independent auditors that we give you a clean unmodified opinion which is the best opinion you can receive. There is also an opinion that we have to give that is on Page 2 of the report which is our report of the internal controls on the finances and financial reporting of the district in accordance with government auditing standards. Again, that’s another clean unqualified opinion. If we found any issues with your system of internal controls and financial reporting we would have to document it here. During our audit we didn’t find any reasons to make any comments

regarding your internal control over your financial reporting so again it's a clean unmodified opinion again this year. Pages 4 through 6 are basically management discussion and analysis. This is basically a summary if you will of all of the financial information that is contained within the audit report. It's a required portion of an audit report prepared under governmental accounting standards and it basically just shows the financial highlights and compares the activity of the district between last year and this year as well as doing some summaries of operating revenues and operating expenses. Now the following three pages, as it's meant, this is just a (inaudible) information that needs to be presented due to the fact that we have to accrue for pension and other post-employment benefit liabilities. This is basically charged which spell out the last ten years of history accruing these items which is required by government and county standards that they be presented. So basically it just shows various issues such as the district's overall proportion, contributions to pensions that were recognized by PERS and all of the other actuarial information which the State of New Jersey used to develop the liabilities that they assign to us. As I say every year basically the State of New Jersey has a multibillion-dollar liability. Pension owed versus what they have resources to pay as well as other post-employment benefits which is basically health care for retired employees of the system. So we would get all that information which was just released about a month or so ago, less than a month, from the State of New Jersey actuaries and their auditors and then we take those numbers and incorporate them into the financial statements of the district. I'll direct you to Page 10 which is the Balance Sheet or what we call the Statement of Net Position of the district which shows that the district overall including differed inflows and outflows of pension resources which have been to be broken. The district shows total assets of \$15,700,000.00. This is an increase of almost \$5,000,000.00 from the year earlier. The majority of that increase has to do with an increase in cash so the district is showing slightly over \$8,000,000.00 in cash on hand at the end of the year 2023. That compares with \$6.1 million a year earlier as well as increased differed outflows connected with pension and the other benefit liabilities. We show liabilities of reserves of \$25,100,000.00 which includes our pension liability of \$11,000,000.00 and our OTBB liability of \$10,300,000.00. Those numbers are both slightly up from the year earlier. So overall, what I want to draw your attention to is the fact that we have to book these larger accruals. We don't have to pay them anything we just have to recognize that they are on the books. That leaves us with a negative unrestricted net position of \$16,709,000.00. But I'm going to draw you back to a couple of pages earlier with the management discussion and analysis and what we do. You can see on Page 5, on the bottom of Page 5, we take what our negative net position was of \$16,700,000.00. We then get to add back and subtract both the liabilities and the associated outflow of resources which is considered an asset so basically it winds up, with after we add back and account for all the pension and (inaudible) liabilities and their associated outflows it shows us with an available Fund Balance of \$4,275,000.00 which is an increase of \$3,599,000.00 the year earlier so we're having a positive increase in our net position. That number is key because that's the available Fund Balance that we can use to work on a budget for the coming year and it allows us to use for other items in our budget where we don't necessarily have to reach out to the taxpayers to get that money

including plus we have available Fund Balance that we can stabilize for tax revenue to the budget. That is important. Page 11 of the report basically shows the statement of activities for the district where as we budgeted \$13,600,000.00 in revenues. We actually received \$13,765,000.00 so we had a positive variance of over \$100,000.00 in revenues subject to actual. It also shows total expenditures while we budgeted \$13,642,000.00. Our actual expenditures, after accounting for the adjustments to be made for the pensions and the other post-employment benefits, it works out that we had expenditures of \$10,683,000.00 which is almost \$3,000,000.00 to the positive budget to actual so what that does is it helps us increase our net position and our financial position. Page 12 is a line by line analysis of our administrative and operating costs broken down line by line with the budget so we compare all of our Line Items Budget to Actual and as you can see while we have budgeted overall about \$13,642,000.00 our actual expenses only matters to \$10,600,000.00 so we had that positive \$2.9 million in variance, Budget to Actual. Again we're helped along by adjustments to health insurance and pension benefits because of the state accruals that we have to make but overall it shows a good financial position to the district. Page 13 is the General Fixed Assets Account Group. This is a separate account within the district which accounts for the cost of all of the Fixed Assets and infrastructure here at the district. You know it's buildings and improvements, fire engines, vehicles, equipment as well as any construction and progress related to Green Street and other projects that we have. It also shows accumulated depreciation which is a book entry. We have to recognize depreciation expense here on the books of the General Fixed Asset Fund with a non-cash charge. If you see on Page 14 there was a \$269,000.00 charge to Depreciation Expense this year versus \$156,000.00. It's not a cash outlay, it's not an actual expense, it's a good expense that we have to recognize the more we get these statements up to General Accepted Fundamental Accounts so that is basically our Fixed Asset Account Group analysis. The next page is 15 through 29, our footnotes to the Financial Statements. These basically discuss the accounting policies that are used here in the district, what Funds we account for, General Fixed Assets and a Capital Fund if we had one. We don't maintain a Capital Fund at this point because the district really doesn't have debt. If we had debt notes or bonds they would be accounted for in the Capital Fund. Since we didn't have any at the end of 2023 we don't have that Fund Analysis. But the footnotes go on to discuss, you know, the rationale for accounting for Fixed Assets on Page 16 for the past two years, addition, increases and decreases. Page 17 discusses what investment vehicles are available to the district, what they can and cannot be invested in. Generally all of your funds of which we had over \$8,000,000.00 had to be invested in government and only secured accounts not just your FDIC protection. We need Government Unit Protection Act which basically covers all of the fundamental funds so that shows the rationale use for investments of any cash. Pages 19 basically through the end, these footnotes basically discuss the rationale used by the State of New Jersey their actuarial affirms to come up with the liability that they are associating the Woodbridge Fire District 1, as I saw a multibillion-dollar liability. Our share of the pension liability was \$11,200,000.00 at the end of 2023 and it was \$11,231,000.00 at the end of 2022 so as you can see it decreased a little bit and these footnotes have to go on and explain theories behind these accruals and where the actuaries came up with their amounts to

use with assumptions that were used. It then goes on and starts talking about on I believe it's Page 25 the rationale that was used for the accounting for the other post-employment benefits. We have to disclose what assumptions were made when they calculate that liability of the discount rate that we used, our proportionate share as you can see on Page 27. Other Post-Employment Benefit Liabilities is \$10,363,000.00 at the end of 2023. That's up from \$8,967,000.00. While those are numbers that we have to recognize as our share of the liability from the whole state liability again it's nothing we really have to book for, we have to reserve for, we have to do anything; it really doesn't work into our budgetary process. That's why we get to adjust our net position from a big negative of \$6 million up to a positive of about \$4 or \$5 million which is what we practically work with in the budget. We're able to discount and take away all of these accruals. So those are the footnotes. Page 31 is also we had to mention in the report of Subsequent Events after the Balance Sheet date but before we signed off on the report we did pass a resolution authorizing the sale of some project notes that has to be disclosed in the Financial Statements. And then you just basically have your Roster of Officials on Page 32 and on Page 33 it's a very important page. It's almost blank because it says none. Now this is the comments and recommendations segment of this report. As I said earlier, if there are any comments or recommendations during the course of the audit that we found had to be disclosed not only to the district but to also to the Department of Community Affairs and Local Finance Board. We would have to talk about this here. As you see we have no recommendations that would improve your system of accounting and total controls over the Financial Report so that's good. The reason I mention that is once the commissioners adopt the Audit Report we have to pass a resolution adopting the report and the commissioners also have to sign an affidavit indicating that they did indeed review the Audit Report particularly the last page, Comments and Recommendations. That affidavit has to be executed and signed by all four commissioners. It has to be submitted down through the Vast System is what they call that and reported down to the DCA. So that basically completes the audit function of the district this year. We should pass the resolution adopting the report and getting the affidavits signed by all the commissioners. Then we could get sent down to Trenton and then we start working on the budget, if we haven't start working on that already, we start working on the budget because they're really not even going to talk to you about your budget until we complete this Audit Report and get the other function taken care of. But overall it was a good strong year at the district. You know we do have some issues going on with plans over the next couple of years, what we're doing in terms of how we're financing all of that, but you know obviously we had meetings and discussions so we're working towards getting that all of that straightened out. Again, I want to thank Maria. She does a wonderful job. You're very lucky to have her as your clerk. The records are clear and a very good audit trail so I'll entertain any questions you have but overall it's a very strong audit.

Commissioner J.M.: No questions.

Michael Bart, Auditor: If you have any later on you know where to find me.

Commissioner J.M.: Just around the corner.

Michael Bart, Auditor: That's right. Actually closer now than I think I was before. Alright, so that's what we really have to do, the affidavits and the resolution and I will get this. We have the public, the synopsis. It's tight but you need it in the Word version and get that in the newspaper and that will be that.

Maria Bucsanszky: It will be Resolution 2024-10-1.

Commissioner R.M.: Resolution 2024-10-1 I need a motion for that.

Commissioner Jeffrey Moran made a motion to accept Resolution 2024-10-1 which was seconded by Commissioner Jay Barcellona and carried unanimously.

Michael Bart, Auditor: Thank you again. It was a very strong year. Take care everyone.

COMMITTEE REPORTS

PERSONNEL AND LIASON TO THE VOLUNTEER FIRE COMPANY:

Commissioner J.M.: At an event at a recent fire we had walked into and seeming resolution to the occurrence there's a cooperative effort between Local 290 and the Chief of the Department and the Deputies to get a resolution to the issue. Other than that the detailed report be entered into the minutes.

Commissioner R.M.: Very good, any questions for Personnel? Okay, we're going to do Apparatus and Vehicles.

APPARATUS AND VEHICLES:

Commissioner R.M.: We had some issues with the rescue truck. We took care of it so I know the rescue truck has got to go back out for some more work.

Chief Michael Balog: Correct.

Commissioner R.M.: Basically they are still doing minor repairs on the other apparatus, correct?

Chief Michael Balog: Yes, we are in the process of doing PMs. When we find them we'll fix it.

Commissioner R.M.: Very good and that's my report. Any questions for Apparatus and Vehicles?

FIRE PREVENTION BUREAU:

Commissioner R.M.: The account is closed. Telecommunications and Hydrants.

TELECOMMUNICATIONS AND HYDANTS:

Commissioner R.M.: Status quo. Buildings and Grounds.

BUILDINGS AND GROUNDS:

Commissioner J.B.: We're working with the construction on the outside in front of the building and met today with the surveyor for the property where the (inaudible) in the back here and move for the rest of my report be in the minutes.

Commissioner R.M.: Any questions for Buildings and Grounds? Okay, Payroll and Bills.

The report of Payroll and Bills for September, 2024.

Maria Bucsanskzy: The bills for September, 2024.

Bills: \$471,461.52 Payroll: \$361,349.09

Commissioner Jeffrey Moran made a motion to accept the Payroll and Bills including the add-on bills for a total of \$76,900.50 which was seconded by Commissioner Jay Barcellona and carried unanimously.

Commissioner R.M.: Treasurer's Report.

TREASURER'S REPORT:

Maria Bucsanskzy: Treasurer's Report for October 2nd, 2024.

Previous Balance – September 4 th , 2024	\$6,277,766.53
Deposits	\$3,264,240.68
Payroll and Adjustments	\$ 334,777.36
Current Bills	\$ 471,461.52
Ending Balance as of October 2 nd , 2024 without the add-on bills	\$8,735,768.33

Commissioner Jeffrey Moran made a motion to accept the Treasurer's Report which was seconded by Commissioner Jay Barcellona and carried unanimously.

COMMUNICATIONS:

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

Commissioner R.M.: Unfinished Business – Commissioner Moran.

UNFINISHED BUSINESS:

Commissioner J.M.: I have none.

Commissioner R.M.: Commissioner Barcellona.

Commissioner J.B.: I have none.

Commissioner R.M.: Madame Clerk.

Maria Bucsanszky, Clerk: Nothing.

Commissioner R.M.: Chief.

Chief Michael Balog: Just one thing. Myself, Deputy Chief Robert, Battalion Chief Carrack and Firefighter Aquino went out to Appleton, Wisconsin. We completed the final inspection on the ladder truck. We anticipate that it may be leaving for New Jersey maybe by the end of the week.

Commissioner R.M.: Very good. Deputy Chief.

Deputy Chief Robert Minkler, Jr.: Nothing.

Commissioner R.M.: Nicole.

Nicole Grzeskowiak, Labor Counsel: None.

Commissioner R.M.: Attorney.

Christopher Howell, Attorney: I have Unfinished Business yes. I got a lease agreement finally signed for the Queens Road property for the Woodbridge Township Ambulance and Rescue Squad. They sent that to me just last week. They agreed again to the same terms and conditions we had in the past. This extends the lease now for three more years through 2026. We've been waiting on this for a while and they finally signed it so Jack Kenny needs to sign it. I'll give it to Maria; she'll have him sign it. I'll send it back to the attorney that represents the ambulance squad and we'll finally have an agreement in place, okay. That was Unfinished Business for a long time and I finally got it.

Commissioner R.M.: Anything else?

Christopher Howell, Attorney: Yeah, they mentioned we are in the process of selling the property on Brook Street here. They came out today and did do a preliminary survey. They're going to be doing a final survey with markers which will be the legal description of the property that we are actually selling. We're going to wait for that to come back to put that into the contract and then we'll get you guys to sign the contract. I'll draft up a Contract for Sale.

Commissioner R.M.: Okay.

Christopher Howell, Attorney: It's hard to identify what we're selling until we have it mapped out. And there was an issue on the setback, the four foot setback that is required off the property line for the existing shed. Wick Corporation who is buying it says they'll be able to get a waiver from the Town on that and they'll provide that to us in writing because it's pre-existing. It's been there for a long time. There is no need for a four foot setback so we won't have to move the fence or anything that is already there so that will be a condition in the contract if they provide it because if they can't then they'll have to move the property line. So that solves that issue. If we are not going to be required to move our shed or anything like that they're not going required to move their fence; it's already in place.. The markers will be put just on our side, you know, so that they own the fence and they own nothing more than that. That would be that and then on 109 Green Street that's still ongoing. We got all the drawings from Zambrano Architect. They were submitted to Brent Papi our engineer. Brent Papi just got back to me 6:00 PM on Monday evening saying that he needs to have a discussion with me and maybe somebody over at Zambrano because the footprint that we thought we were matching, remember we were going to match the exact footprint just to take out the second floor well it doesn't match; it's off a little bit and by changing that footprint changes now some requirements that we would have to comply with because once we move the footprint a little bit you have to do some additional work. I can't tell you in any detail what that entails but we have to address that because the last phase of getting this project ready for bids, right, and the bid now will be for the whole project, the front renovations and the garage all in one bid. We need final drawings and we need obviously the final engineering done. You know we're trying to get a timeline of how long it's going to take Fred to do that but he can't start that until we figure out exactly what this footprint issue is so we have to address that and that just came in on Monday but the goal is, you know, to keep that moving forward so that we can finally get this thing out to bid. We want to get it out to bid in the winter months when contractors are a little slower so that they be more likely to give us a more favorable bid. Alright, so that's all Unfinished Business. I have nothing further than that.

Commissioner R.M.: That was a lot. New Business – Commissioner Moran.

NEW BUSINESS:

Commissioner J.M.: None.

Commissioner R.M.: Commissioner Barcellona.

Commissioner J.B.: None.

Commissioner R.M.: Chief.

Chief Michael Balog: I just have one Executive Session item for Personnel.

Commissioner R.M.: Very good. Deputy Chief.

Deputy Chief Robert Minkler, Jr.: None at this time.

Commissioner R.M.: Nicole.

Nicole Grzeskowiak, Labor Counsel: Just something for Executive Session which I suspect it's the same thing that the Chief mentioned.

Commissioner R.M.: Very good, Maria.

Maria Bucsanszky: One item for Executive.

Commissioner R.M.: Chris, tell me you have something too.

Christopher Howell, Attorney: I do not, no New Business.

Commissioner R.M.: Okay, Chief's Report.

REMARKS, COMMENTS OR QUESTIONS FROM THE AUDIENCE:

	<u>2023</u>	<u>2024</u>
September Calls	83	60
Year to Date	574	643

Chief Fee: That's my report.

Commissioner R.M.: Thank you. Any Remarks, Comments or Questions from the Audience. If there are none I need a motion to go into Executive Session for legal and personnel matters.

Commissioner Jeffrey Moran made a motion to go into Executive Session for Legal and Personnel matters at 7:23 P.M. which was seconded by Commissioner Jay Barcellona and carried unanimously.

Commissioner Jeffrey Moran made a motion to return to the Regular Meeting at 7:54 P.M. which was seconded by Commissioner Jay Barcellona and carried unanimously.

Christopher Howell, Attorney: Today's Executive Session involved the following items. We discussed the filling of the vacancy of the one Commissioner. We reviewed personnel matters from Employee 4700. We reviewed personnel matters involving insurance coverage for Employee 4552. We reviewed additional personnel matters regarding unemployment benefits for Employee 1954. We reviewed an Auto Aid agreement with District 4 Keasbey and then we just reviewed some billing statements that we received on the 109 Green Street project and that would conclude tonight's Executive Session.

Commissioner R.M.: Okay, we need a motion on Employee 4700.

Commissioner John C. Kenny made a motion to terminate our employment with Employee 4700 at the end of this pay cycle which was seconded by Commissioner Jeffrey Moran and carried unanimously.

Commissioner R.M.: Now we need a motion for Resolution 2024-10-2.

Commissioner Jeffrey Moran made a motion to accept Resolution 2024-10-22 which was seconded by Commissioner Jay Barcellona and carried unanimously.

Commissioner R.M.: I need a motion for adjournment.

Commissioner Jay Barcellona made a motion to adjourn the Regular Meeting at 7:56 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

09/25/24

September 5 through October 2, 2024

Date	Num	Name	Memo	Amount
Northfield Bank - Voucher				
09/05/2024	24093	Access Self Storage of Woodbridge	Storage Rental Unit #16029 Rent & I...	-279.00
09/05/2024	24094	Atlantic Tire and Supply	Goodyear Tires - Rescue 1	-2,194.90
09/05/2024	24095	Francis Campbell	Email Hosting/ Office 365 Subscriptio...	-1,548.75
09/05/2024	24096	Gremar Contracting, LLC	418 School st Project Management	-1,860.50
09/05/2024	24097	Lowes	Account 82131319150376/Supplies	-700.64
09/05/2024	24098	MACS MAINTENANCE	lawn service 8/9, 8/14, 8/21, 8/28	-160.00
09/05/2024	24099	Mary Ann Sofka	Transcription (1.5hours) Special mee...	-45.00
09/05/2024	24100	New Jersey Fire Equipment Co	Dex Pro Leather Gloves	-2,484.90
09/05/2024	24101	Rudy's & Vitor's, V.A.S. Co., Inc	Bulbs	-89.70
09/05/2024	24102	Rutgers School of Social Work	Public Sector	-270.00
09/05/2024	24103	Staples	6035 5178 2066 2780 - Supplies	-31.80
09/05/2024	24104	The Home Depot Pro	Account #1761315 -Supplies	-221.29
09/05/2024	24105	Turnout Fire & Safety	Uniform/ Coman	-1,016.75
09/05/2024	24106	Vision Service Plan	Acct# 12 078480 0001 Vision Covera...	-2,239.38
09/05/2024	24107	Access Self Storage of Woodbridge	Storage Rental Unit #16007 Rent & I...	-439.00
09/05/2024	24108	Francis Campbell	July 2024 - Workstation/ Server Supp...	-1,389.75
09/05/2024	24109	First Arriving LLC	Website Hosting & Support	-7,062.50
09/05/2024	24110	Settembrino Architects	109 Green Street Final Drawings Ne...	-95,000.00
09/05/2024	24111	The Home Depot Pro	Account #1761315 -Supplies	-155.25
09/05/2024	24112	US Bank	Acct#4798531221546585/Supplies	-797.29
09/17/2024	24113	ATT	A/C# 0555384092001/ Landline 732-...	-96.80
09/17/2024	24114	Comcast	Account #8499053400528238 - Com...	-166.94
09/17/2024	24115	Elizabethtown Gas	Account #2164284700 418 School S...	-284.05
09/17/2024	24116	United Healthcare RX	Member #0216770561-Prescription T...	-68.40
09/17/2024	24117	Woodbridge Twp Ambulance and Rescue ...	RENT - October 2024	-4,200.00
09/17/2024	24118	Comcast	Account #8499053401168158 - 109 ...	-405.00
09/17/2024	24119	UNITED HEALTHCARE	Member# 306131456-11 & 12 - Insur...	-766.22
09/17/2024	24120	Verizon Connect	C/S #WOOD028 Monthly Service	-80.95
09/17/2024	24122	PSEG	Acct# 7550582203 / 109 Green St - 0...	-626.85
10/01/2024	24121	Catherine Crowe	Medicare Reimbursement - Septembe...	-416.97
10/02/2024	TEPS	State of NJ- Health Benefits Fund (Active	ACTIVE HEALTH BENEFITS	-95,614.14
10/02/2024	TEPS	State of New Jersey- Health Benefit (ret)	Health Benefits Retiree - 10/01/2024 -...	-57,560.55
10/02/2024	24123	All Hands Fire Equipment	Custom Suit - Raptor Suit	-1,961.33
10/02/2024	24124	Amazon Capital Services	Surface Car Charger	-58.74
10/02/2024	24125	Board of Fire Commissioners District #7	Dispatch - 4th Qtr 2024	-20,824.00
10/02/2024	24126	Bowco Laboratories Inc	Regular Service 109 Green Street	-51.25
10/02/2024	24127	Cherry Valley Tractor Sales	UTV Vehcile Kubota	-36,450.95
10/02/2024	24128	County of Union	Fire Instructor Level 1 - Geiger / Mag...	-1,125.00
10/02/2024	24129	Delta Dental Plan of NJ	Group# 01063 - Dental Coverage 10/...	-13,657.00
10/02/2024	24130	Glasson's Auto Repair	Repairs 2014 Chevy Tahoe 1-3-6	-1,203.00
10/02/2024	24131	Hackensack Meridian Team Health PC	Stress test / CV with interpretation re...	-350.00
10/02/2024	24132	Hoagland, Longo Moran Dunst Doukas LLP	Professional Services Rendered	-8,800.00
10/02/2024	24133	Life Insurance Company Of North America	Policy #GL-5474 Volunteer Life Insur...	-237.30
10/02/2024	24134	LifeSavers, Inc	Defibtech Lifeline AED battery	-299.90
10/02/2024	24135	Maria Bucsanszky E A	Monthly Fee - October 2024	-6,000.00
10/02/2024	24136	Marie Gould	Medicare Reimbursement - Septemb...	-416.97
10/02/2024	24137	Mary Ann Sofka	Transcription (1/4 hour) special meeti...	-30.00
10/02/2024	24138	Mary Karnas	Medicare Reimbursement - Septembe...	-416.97
10/02/2024	24139	Maximum Fire Escapes	Fire Escape Certification	-950.00
10/02/2024	24140	Metuchen Mower Inc	Stihl 14" Metal 20MM	-43.96
10/02/2024	24141	MRA INTERNATIONAL	GEtac Vehicle adapters	-188.00
10/02/2024	24142	MUNICIPAL EMERGENCY SVCS	Hurst E tool repairs	-14,175.54
10/02/2024	24143	PSEG	Acct# 1301369209- Firehouse Parkin...	-33.80
10/02/2024	24144	Sophie Bader	Medicare Reimbursement -Septembe...	-416.97
10/02/2024	24145	Technical Fire Services Inc	Annual Pumper Test	-900.00
10/02/2024	24146	Turnout Rental	Rental fee - 9/9/24 - 12/9/24 - Coats, ...	-2,060.00
10/02/2024	24147	Twin Rocks Water	Water Delivery-418 School Street / 10...	-156.65
10/02/2024	24148	WB Mason Co Inc	Customer # C1235200 - Supplies	-121.54
10/02/2024	24149	Woodbridge Twp Professional Firefighters	Advertisement for Retirement Dinner	-1,250.00
10/02/2024	24150	A K Equipment Co	2 - Fast Lok kits	-241.26
10/02/2024	24151	All Hands Fire Equipment	Rope Kevlar	-1,235.75
10/02/2024	24152	Amazon Capital Services	Chargers	-107.97
10/02/2024	24153	ANS Consultants	Inspect Helical Piles	-850.00
10/02/2024	24154	Gremar Contracting, LLC	418 School st Project Management	-1,587.10
10/02/2024	24155	Hoagland, Longo Moran Dunst Doukas LLP	Professional Services Rendered	-8,275.00
10/02/2024	24156	Independent Overhead Door Co. Inc	Bay Door #1 Repair	-455.00
10/02/2024	24157	Mary Ann Sofka	Transcription (1hour) Commissioner ...	-30.00
10/02/2024	24158	MIDDLESEX WATER COMPANY	Hydrant Service - September 2024	-51,127.53

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
10/02/2024	24159	MRA INTERNATIONAL	2 - 27 inch monitors	-360.00
10/02/2024	24160	NJ Advance Media Star Ledger	Account #XWOOD2393021 -Notice -...	-23.22
10/02/2024	24161	PSEG	Acct# 7356632500- Firehouse 8/10/...	-1,218.48
10/02/2024	24162	Stone Mountain Printing	Business cards	-309.20
10/02/2024	24163	Verizon Wireless Laptop Modems	Acct#982554463/Laptop Modem 08/0...	-1,401.99
10/02/2024	24164	WB Mason Co Inc	Customer # C1235200 - Supplies	-458.91
10/02/2024	24165	A K Equipment Co	Tire Gauge & Plug	-101.22
10/02/2024	24166	Amazon Capital Services	ACER USB Hub	-26.78
10/02/2024	24167	Bowco Laboratories Inc	Regular Service	-38.95
10/02/2024	24168	Middlesex County Fire Academy	Firefighter 1&2 -Alcott/Alves/Alves/Ca...	-3,000.00
10/02/2024	24169	MRA INTERNATIONAL	HP notebook	-775.00
10/02/2024	24170	Skylands Area Fire Equipment & Training L	4 - Coat Patches	-197.40
10/02/2024	24171	Amazon Capital Services	Garage Door Remote Openers	-22.94
10/02/2024	24172	Amazon Capital Services	XML Battery	-22.98
10/02/2024	24173	Amazon Capital Services	35 - Twin Mattress Protectors	-552.90
10/02/2024	24174	Amazon Capital Services	Fire and Emergency Instructor	-360.80
10/02/2024	24175	Amazon Capital Services	Pegboard / Organizer	-139.96
10/02/2024	24176	Amazon Capital Services	Training Recruit Rope	-109.99
10/02/2024	24177	Amazon Capital Services	Microsoft surface dock	-209.76
10/02/2024	24178	Amazon Capital Services	Legal pads	-33.57
10/02/2024	24179	Amazon Capital Services	Book case / wardrobe	-425.96
Total Northfield Bank - Voucher				-464,151.76
TOTAL				-464,151.76

2024-10-1

RESOLUTION

WHEREAS, N.J.S.A. 40A:14-89 requires the governing body of each local Fire District to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended DECEMBER 31, 2023, has been completed and filed with the **WOODBIDGE TOWNSHIP FIRE DISTRICT #1**, pursuant to N.J.S.A. 40A:14-89, and

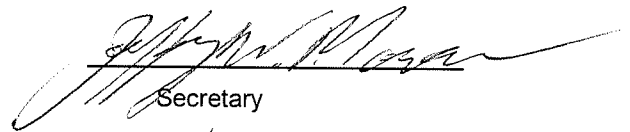
WHEREAS, N.J.S.A. 40A:14-89 requires the governing body of each Fire District to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations" in accordance with N.J.S.A. 40A:14-89,

NOW, THEREFORE BE IT RESOLVED, that the governing body of the **WOODBIDGE TOWNSHIP FIRE DISTRICT #1**, hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended DECEMBER 31, 2023, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the secretary of the District is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON OCTOBER 2, 2024.


Secretary

10/2/24
Date

2024-10-2

RESOLUTION

WHEREAS there is currently one (1) vacancy on the Woodbridge Board of Fire Commissioners District No. 1.

WHEREAS pursuant to N.J.S.A. 40A:14-70, any vacancy in the membership of the Board shall be filled by the remaining members until the next succeeding annual election, which will be held in February 2025.

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:14-70 the Board has approved the temporary appointment of Patrick Kenny as acting Commissioner for the Woodbridge Board of Fire Commissioner, District No. 1 until February 28, 2024, at which time a resident of the district shall be elected for the unexpired term.

BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1

ROBERT MINKLER, SR.- Vice President

ADOPTED: October 2, 2024

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 October 2, 2024.

MARIA BUCSANSZKY – Clerk

Attention: Chief Balog

Date: September 29, 2024

Monthly Building report for the October Commissioner Meeting

418 School Street

- Water fountain in lobby out of service awaiting replacement from Fizer plumbing 9/25
- Library flooring replacement with Carpet Maven 9/25
- Van Dyk Construction replaced side door. Do not pay bill as the door will not close properly repeated calls for Jeff to come out we are meeting him this Thursday 9/21
- Dorm Lighting has had an issue with 4 lights at the entrance turning off maybe from construction.
- Quote for heat tape over main entrance requested from Bilyak email sent 9/11
- Outside lighting repaired by Bilyak 9/5
- Bowco monthly service 9/
- BAC called to service second floor TV room AC due to icing of set line 9/1
- Bilyak called for lighting issue in dorm that appears to be sporadic and he could not duplicate 8/30
- Edison overhead door was called for bay 1 not operating repair made 8/30

Respectfully Submitted,
David Hines Battalion Chief

WOODBIDGE FIRE PREVENTION BUREAU REPORT SEPTEMBER 2024

DATE: SEPTEMBER 27, 2024

REPORT COVERING: SEPTEMBER

FIRE INVESTIGATIONS: 4

TOTAL INSPECTIONS COMPLETED IN SEPTEMBER: 262

COMPLAINTS & SPOT INSPECTIONS: 13

LIFE HAZARDS: 47

QUARTERLY:0

SEMI-ANNUAL: 0

NON- LIFE HAZARD USES: 35

TOTAL REINSPECTIONS: 187

PERMITS ISSUED: 14

TOTAL AMOUNT BILLED IN SEPTEMBER: \$55,095.74

TOTAL AMOUNT COLLECTED SEPTEMBER: \$1,519.00

HOME INSPECTIONS: 1

FIRE SAFETY EDUCATION CLASSES: 1

REQUESTS: None

OTHER:

**Robert Fizer
Captain/Fire Official**

To: Chief Balog
From: Battalion Chief McGrath/ Capt. Geiger

Date: September 27, 2024

Monthly Compliance Report for the October 2024 Fire Commissioner Meeting

Monthly Requirements

- Building generator test 9/7.
- Rae meter calibration 9/2.
- Building extinguisher checks 9/8.
- SCBA inspections partially Completed 9/13.
- Ground ladder inspections 9/17.

Quarterly Inspections

- Job Performance Completed 9/13.
- Safety Building Check Sheet Completed 9/13.

Bi-Annual Inspections

- None.

Annual Inspections

- Ground ladder Test completed 9/24
- Hose Testing completed 9/24-9/25
- Appliance Testing Completed 9/24-9/25
- Nozzle Testing Completed 9/24-9/25
- Pump Testing Completed 9/6
- Fit Test Machine Calibrated 9/27

Upcoming Events/Other:

- Fall Hydrant inspection on going
- Annual Inventory on Interior Tags
- Bi-Annual Calibration on RKI Gas Meters

Respectfully Submitted,
Battalion Chief Keith McGrath
Captain Michael Geiger

Monthly Equipment Report

September 2024

Engine 1

➤ Outstanding Issues

- Keeps tripping breaker at Queen Road Believed to be breaker issue at Queen Road
- Hose bed cover ripped- Hose bed cover is in
- TIC screen black no image- tagged O.O.S
- Relocated to Station 2 during construction- 8/21
- Officer side window not going down all the way from either switch. /lights flickering/speaker resetting/radio goes off- email sent to Sal 9/30
- 24ft Extension Ladder Halyard frayed- Tour 4 made temporary fix 9/29

➤ Resolved

- Hose Testing was done, Hosebed back to 1000ft 5" Attack Hose-9/27

Engine 2

➤ Outstanding Issues



- Tank fill and test ports missing labels- Absolute ordered labels 6/18
- Cutter mount broken-PAC Mount ordered A&K Equipment 8/29

➤ Resolved

- New Hose bed cover installed- Absolute 9/23
- Hose testing complete, Hose bed back to 1000ft 5" Attack Hose-9/27
- DEF Tank replaced and all hoses reconfigured- Absolute 9/18
- Front jump line leaking- Absolute found blown hose from heat exchanger 9/18

Engine 3

- Outstanding
 - Water Leak found running frame rails-Fire & Safety will look at during PM
- Resolved
 - Hose testing was done, Hose bed 800ft 5" Supply Hose-9/27
 - At Fire & Safety for Preventative Maintenance-9/30
 - Radio cutting out when using air horn- 9/23 ESS believes it was head set causing it

Truck 6

Sold to the City of Rahway and dropped off 9/18/24

Truck 1

- Outstanding
 - Members went out to Wisconsin for final inspection- 9/16-9/18
 - Equipment is being ordered for new truck
- Resolved
 - 1000ft Attack 5" and 400ft 1 ¾" delivered

Rescue 1

- Outstanding
 - Scene/Flood lights flickering- PL Customs gave quote to replace wiring
 - On Board Streamlight Vulcan Light Boxes possibly not getting power to charging rack
 - High Beams working intermittently
 - Light Tower not stowing properly- PL Customs needs to look at it Looks like bad controller
 - Door Alarm/Right Blinker Issue
 - Fire & Safety overfilled engine with oil during PM- Fix on-going 9/30
 - Fire & Safety waiting parts from PM. Intercooler hoses, under cab insulation, and door handles. Will be sent after it comes back from PL
 - Rear Tires need to be replaced- Nuno ordered tires 9/27
 - Scheduled to go to PL Customs on 10/07

- Resolved
 - Cascade inlet pressure hose replaced- Continental 9/30
 - Air leak Jockey Pump/Air Brake pull handle- Fire & Safety fixed 9/25
 - MES returned E-tools and did annual inspection, they will return to finish Hurst hydraulic tools
 - Chicago Rope Replaced- All Hands

Auxiliary Vehicles

- Outstanding
 - 1-3-8 and 1-3-9 recall on power door lock switch covers- Deputies to monitor
 - 1-3-3 recall on camera blue screen- Ford no fix/ try resetting software
 - 1-3-11 back up camera working intermittently- Monitor
 - 1-3-11 Driver window controls do not work- need to set up appointment

➤ Resolved

1-3-2, 1-3-7, 1-3-6 had tablet mounts installed

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/ Still too big working on getting right size pants ordered 07/04 Angelo ordered demo pair 9/2
- Replacement nameplate FF Eagan ordered
- Promotional equipment ordered (Deputy/Battalion Chiefs)

➤ Resolved

- Recruits sized for new gear- SkyLands 9/11
- New Hire Carabello Rental Gear returned 9/30

Equipment Out of Service

➤ Outstanding

- (2) TIC's- Got quotes from NJFE

- Hose failed testing- email sent 9/25
- 18 SCBA Bottles out of hydro- NJFE to pick up 9/30
- Pack #19 chirping after changing batteries- NJFE to pick up 9/30

Resolved

-

Miscellaneous

- Outstanding
 - Working on Rope Rescue Equipment getting quotes
 - New TIC's- got quote
 - Gas Meters going to semi-annual calibration 10/4

Resolved

- Truck 6 equipment moved into POD at 109 Green
- Access Self Storage cleaned up- Wildwood Weekend
- All gear 10yrs+ moved to 109 Green Basement for disposal/donation

Orders & Deliveries

- Ordered
 - Promotional Uniforms/Helmets/Shields/Uniform Brass
 - Firefighter Badges #101-110 West Hudson 8/29
 - Truck 1-2-1 Equipment

➤ Delivered

- Uniforms/waiting on shorts
- UTV
- AED Batteries