

Board of Fire Commissioners

Fire District #2
Township of South Brunswick

Regular Meeting
Third Monday at 8 P.M.
Monmouth Junction Fire House

P.O. Box 114
Monmouth Junction, N.J. 08852

AGENDA ***April 18, 2011***

1. Notice of Compliance

This meeting is being held in compliance with the Public Law Meeting Notice of the Public Laws of 1975. Notice of this meeting was given by way of annual notice filed with the Township Clerk, The South Brunswick Post, The Home News & Tribune and posted on the bulletin board of the South Brunswick Township Municipal Building, March 2011.

2. Roll Call

3. Address From the Floor

4. Approval of Minutes March 21, 2011

5. Professional Reports

- A. Fire Chief
- B. District Coordinator
- C. Insurance Chairman
- D. Treasurer
- E. Joint Code Enforcement Board Representatives
- F. Legislative Report

6. Order of Business

- A. Items Timely and Important

7. Voucher List

(See Attached)

8. Address From Floor

9. Adjournment

Voucher List

A	Doug Wolfe	147.07
B	Supermedia LLC.	19.95
C	Kleen-Tec Maintenance, LLC	415.00
D	Midco Waste # 689	168.00
E	Verizon Wireless	304.32
F	PSE&G	2,306.24
G	Alan Landscaping LLC	380.00
H	Alan Landscaping LLC	2,340.00
I	TASC Fire Apparatus, Inc.	88.74
J	TASC Fire Apparatus, Inc.	311.20
K	New Pig Corporation	113.35
L	The Princeton Packet Inc.	38.13
M	Home News Tribune	67.23
N	New Jersey Fire Equipment Company	284.66
O	New Jersey Fire Equipment Company	67.50
P	New Jersey Fire Equipment Company	142.95
Q	Quest Diagnostics, Inc.	70.90
R	Township of South Brunswick	23,170.35
S	Township of South Brunswick	20,000.00
T	Mercer County Community College	295.00
U	Absolute Fire Protection Co., Inc.	3,852.00
V	Zee Medical Inc.	263.61
W	Cummins Power Systems, LLC	57.79
X	Georgia Steel & Chemical Co., Inc.	102.67
Y	McMaster-Carr Supply Co.	153.33
Z	Shanahan's Office Solutions	77.07
AA	Richard M. Braslow, Esq.	105.00
BB	Roth Bros. Inc.	1,575.00
CC	Middlesex County Fire Academy	60.00
DD	Monmouth Junction Vol. Fire Department	14.95
EE	Witmer Public Safety Group	227.00
FF	Verizon	333.94
GG	DIVERSIFIED INSPECTIONS/INDEPENDENT TESTING LABS, INC.	1,150.24

approved 5/15/11 PP

REGULAR MEETING SOUTH BRUNSWICK TOWNSHIP
BOARD OF FIRE COMMISSIONERS – DISTRICT #2
April 18, 2011

1. CALL TO ORDER:

The meeting was called to order by Chairman Spahr at 7:30 p.m. followed by a salute to the flag.

2. NOTICE OF COMPLIANCE:

Chairman Spahr read the Public Laws Meeting Notice of the Public Laws of 1975.

3. ROLL CALL

Present: Comm. Bellizio
Comm. Potts
Comm. Smith
Comm. Young
Comm. Spahr

4. ADDRESS FROM THE FLOOR

No one from the floor desired to address the Board.

5. APPROVAL OF MINUTES

A motion made by Comm. Smith seconded by Comm. Bellizio to approve the minutes of the March 21, 2011 regular meeting. Roll call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

6. PROFESSIONAL REPORTS

Chief's Report:

Chief Brian Spahr reviewed the March 2011 Activity Report (see attached).

The physicals are in progress and the target date for completion is May 1st.

The department held the harassment training refresher. Anyone who missed the meeting will be followed up with to complete the training.

Sean Wert has been released by the doctor and is back in active service.

All our fit testing is complete.

A live burn is scheduled for Saturday, May 7th in the morning in Middlesex.

The chiefs of all three departments were talking about changing the assistant chief title to deputy chief – this is strictly a title change. We are looking to do this towards the end of the year. This change has an impact on by-laws.

District Coordinator's Report:

Coordinator Wolfe reviewed the Coordinator's Report (see attached).

Highlights of the report are:

TASC Fire Apparatus was on site to service pumps 201, 204, and 208. Minor problem with 208 but all pumps are in good condition.

Diversified Inspections, Inc. inspected the aerial platform on Truck 201. No problems noted with Truck 201 and a Certification of Inspection has been sent to the Board. The ground ladders on Truck 201 and Pumpers 204 and 208 were tested and no problems were found. A report of the ladder test is on file.

All department air monitoring meters were calibrated last week and two units were taken back for bench work to address issues with the sensors.

Roth Bros. was on site for two days at Station 20. The report indicates the roof is in good condition. They could not find anything that would create the leaks we have. The inspector feels the leaks in the station are from water being sucked through the block walls.

Alan Landscaping started the clean up and mulching at both stations. New shrubs were planted in front of Station 20.

Coordinator Wolfe stated that as a result of the storm this past Saturday, there was only a leak in the gym. It's been six years since we sealed the block of the two buildings. He will contact the contractor who did the painting two years ago and see if he would give us a quote for sealing this building and repair any cracks and also power wash. Clear coating is pretty expensive and would cost about \$6,500 for this building. Maybe we should get Thompson's Water Seal and spray the roof block and see if that takes care of the problem. I can get a couple more quotes.

Coordinator Wolfe reported that as a result of the audit, the workers comp premium adjustment notice is \$18,895 and we already paid \$15,000. One injury came off and 2 injuries are still on the books. He will have to write a letter to VFIS and they will forward it to Traveler's to take off the part time employee, who is no longer working for the Board.

Treasurer's Report:

Comm. Young reported that one receipt was received from South Brunswick Township in the amount of \$207,216.25 and was deposited on March 25th.

All financials were forwarded to the auditor on March 23rd. The auditor agreed that when he needs documents, he will let us know. This way he will have the documents for a couple of weeks instead of three months.

The financial reports were put in the Commissioner's mailboxes this afternoon. All accounts are in good shape.

Comm. Young suggested to defer the clear coating until later in the year. This would put too much of a burden on the budget this early in the year. Comm. Potts indicated not too late in the year – not to go beyond September or October. Comm. Young stated that we have \$5,000 for floor repairs at Station 21 and the \$2,500 for the roofing repair. Coordinator Wolfe suggested doing Station 20 at first because this is where the problem is. Chairman Spahr suggested experimenting with the water seal and see if that works. Coordinator Wolfe does not feel we should pressure wash the building.

Comm. Young said that Quick Books does not have the ability to split the balance sheet by fund, which is an update installed for 2011. We will be looking to upgrade Quick Books next year.

Comm. Young put in the mailboxes a letter he wrote to the vendors about not giving the certifications. Coordinator Wolfe sent the letters out to the vendors with the bills that were not signed off last month. Comm. Young is working on creating a new voucher/purchase order form. He will have a draft for the next meeting.

Joint Code Enforcement Board Representation:

Comm. Bellizio reported the next meeting will be Wednesday at 8:00 pm.

Legislative Report:

Comm. Potts attended a meeting with Assemblyman Gordon Johnson concerning the fire districts that do first aid and a resolution to grandfather in the fire districts that have been doing first aid. The Assemblyman took on this bill about two months ago and he does not want to change the bill, he thinks he can move it through. The First Aid Council is against the bill. Comm. Potts will monitor this bill.

The Fire District Association had a meeting last week with the Chiefs of Police to discuss the Move Over Law for yielding the right of way for emergency vehicles. The Move Over law needs to be advertised and signs need to be put up on the roadways. The law has been in effect for ten months and already 626 summonses have been issued.

Comm. Young mentioned a couple of months ago Comm. Potts discussed tax appeals for school and fire districts. Comm. Potts indicated he heard the committee talking about it and he feels the township is not in favor of it. The township takes the taxes but does not give them back. They cannot have it both ways. Comm. Young said it sounds like it might not happen.

7. MATTERS TIMELY AND IMPORTANT

Energy Report

Chairman Spahr reported that he called today to see where we are and when the work would start. He did not speak with anyone but left a message. A call was returned to Coordinator Wolfe and he was advised that whatever funds are to be matched are not approved. Until the funds are approved the work will not be started.

8. VOUCHER LIST

Comm. Young advised there is one addition to the voucher list. Item GG for Diversified Inspections/Independent Testing Labs, Inc. for \$1,150.25. A motion to approve the Voucher List as posted made by Comm. Smith seconded by Comm. Bellizio. Roll call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

9. ADDRESS FROM THE FLOOR

Justin Rogers addressed the Board concerning changing the window in front of Station 20 Members Room as you come in. Justin provided some samples of color logo sheets. He stated there are four options for the window – 1) color logo; 2) replace glass with an etched logo; 3) a painted logo on the glass; or 4) do nothing. Concerns were discussed regarding the frosting of the entire window, can you see out from the Members Room, what will the backside of the window look like, will the logo be facing out in the hallway. Justin indicated he is waiting for more samples that are in the mail. He also indicated there is not a big difference in the pricing. Chairman Spahr asked if Justin could get more information on the window for the next meeting. Justin agreed and said he would email the websites for the glass to the Board. Justin said that \$1,500 has been budgeted for the window.

A motion was made by Comm. Young seconded by Comm. Bellizio to adjourn the meeting.

Meeting adjourned at 8:10 pm.

The next meeting of the Board will be on May 16, 2011 at 7:30 pm.

Respectfully Submitted

Christine Smith, Recording Secretary

Monmouth Junction Volunteer Fire Department
Monthly Activity Report
March 2011

FIRE RUNS

11	System Malfunctions
8	False Calls
1	Structure Fires
1	Vehicle Fires
-	Refuse Fires
	Spill / Leak No Ignition
	Arcing / Shorted Electrical Equipment/ Electrical problem
3	Fires
	Assist Police / EMS
	Trees, Brush, Grass Fires
1	Extrications
2	Hazardous Condition
1	Smoke Scare
	Rescue Call
3	Smoke / Odor Removal / Problem
2	Service Call
1	Stand-By / Cover Assignment/ Cancelled en route
1	Other

35 Total Runs for 287.63 Man-Hours

DEPARTMENT ACTIVITIES

1	Regular Department Monthly Meeting
1	Worknight
3	Drill
1	Chief's Meeting
1	Line Officer's Meeting

318.50 Man-Hours

Total Man-Hours for March 2011: 606.13

Referrals To Fire Safety – ?

On Scene Called - ?

Coordinators Report

April 18, 2011

- TASC Fire Apparatus was on site to service the pumps on 201, 204, and 208 the last week. Minor problem on Pumper 208 that was addressed. There are a few problems that need to be addressed in the near future on Truck 201 and Pumper 204. All and all the pumps are in go condition.
- Rescue Truck 205 was taken to Malouf Ford for a recall notice, the truck is back in service.
- Diversified Inspections, Inc./ITL was on site last Sunday to inspect the aerial platform on truck 201. No problems were found, a Certification of Inspection has been sent to the board. I will send a copy to our insurance company. The ground ladders on Truck 201, Pumps 204 and 208 were also tested with no problem. A report of the ladder inspections is on file.
- All the department air monitoring meters were calibrated last week. Two units were taken back for bench work.
- Roth Bros. Inc., the contractor the board has a maintenance contract with for the roof on Station 20 was on site for two days. He was to inspect, clean and correct any minor flaws found. The report indicates the roof is in good condition. The inspector feels the problem with the leaks in the station are from water coming through the block walls.
- Alan Landscaping was at both stations for clean-up and mulching. The new shrubs were planted along the sidewalk in the front of Station 20.

- The contractor that did the interior painting at Station 20 (Excel Painting & Construction) was at both stations for an estimate cost of water sealing both buildings. Quotes to power wash, repair basic mortar cracks and clear coat with Loxon vertical clear coat Station 20 \$6,500.00. Station 21 \$5,200.00