

Board of Fire Commissioners

Fire District #2

Township of South Brunswick

Regular Meeting
Third Monday at 7:30 P.M.
Monmouth Junction Fire House

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

AGENDA ***April 15, 2013*** ***7:30 PM***

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 2013.

2. Roll Call

3. Address from the Floor

4. Approval of Minutes

A. March 18, 2013 Regular Meeting + *EXECUTIVE SESSION 3-5-13*

5. Professional Reports

- A. Fire Chief
- B. District Coordinator
- C. Insurance Chairman
- D. Treasurer
- E. Legislative Report

6. Order of Business

- A. Update on Assistance to Firefighters Grant
- B. Discussion on Station 21 Engine Bay Floor Resurfacing
- C. Discussion on Station Telephone, Internet, & TV Service
- D. Items Timely and Important

7. Voucher List

(See Attached)

8. Address From Floor

9. Adjournment

Voucher List

A	Kleen-Tec Maintenance, LLC	415.00
B	Midco Waste #689	222.22
C	Verizon Wireless	303.00
D	PSE&G	2,618.11
E	Verizon	351.59
F	Alan Landscaping, LLC	1,460.00
G	Auto King Parts & Supplies	359.60
H	United Communications Corp.	117.00
I	McMaster-Carr	185.82
J	Battery Zone	43.43
K	Mindspace Inc.	36.00
L	Scott Smith	260.56
M	White Bros. Masonry	2,800.00
N	New Pig Corporation	280.80
O	Agin Signs and Designs	350.00
P	4x4 Construction Co.	1,500.00
Q	Roth Bros., Inc.	1,670.92
R	Quaker Safety Products Corporation	55.50
S	Donald C. Rodner, Inc.	540.00
T	Uni Select USA	64.36
U	Home News Tribune	28.86
V	Somerset County Emergency Services Training Academy	250.00
W	Leavitt Communications	1,331.00
X	Witmer Public Safety Group, Inc.	29.00
Y	Township of South Brunswick	25,436.86
Z	Township of South Brunswick	20,000.00
AA	Township of South Brunswick	3,194.10
BB	Fire Security Technologies, Inc.	393.06
CC	The Princeton Packet	36.27
DD	Trugreen Processing Center	107.00
EE	NJ DIVISION OF FIRE SAFETY	397.00

approved 5-20-13
PP

REGULAR MEETING
SOUTH BRUNSWICK TOWNSHIP
BOARD OF FIRE COMMISSIONERS – DISTRICT #2
April 15, 2013

1. CALL TO ORDER

The meeting was called to order by Chairman Spahr at 7:30 pm 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
 Chairman 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 5, 2013 closed session. Roll call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

A motion made by Comm. Smith seconded by Comm. Young to approve the minutes of the March 18, 2013 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 Scott Smith reviewed the March 2013 Activity Report (see attached).

Chief Smith reported that an instructor from the Live Fire Training Institute was on site on Saturday April 6th to perform the refresher training on the compressed air foam system on Engine 206. Chief Smith reported that the classroom training was completed; however, when the instructor started to perform the inspection on the foam system, he found that it was over-injecting foam solution. Rather than continuing with the practical portion of the training, it was decided to postpone the training until the necessary repairs can be made.

Chief Smith reported that the Fire Department participated in the Little League opening day ceremonies at Rowland Park on Saturday April 13th.

Chief Smith reported that the three Township Fire Departments are working together to issue new identification cards to all members. The current ID cards for those members that have them

were issued by the Township's Office of Emergency Management and have since expired. Chief Smith further reported that the Kingston Fire Company has an ID card maker and that the three Fire Departments will split the cost of the materials.

District Coordinator's Report

Coordinator Smith reviewed the April 2013 Coordinator's Report (see attached).

Insurance Chairman's Report

Coordinator Smith reviewed the April 2013 Insurance Report (see attached).

Treasurer's Report

Comm. Young reported that there have been two deposits since the last meeting. The first deposit was made on March 28th from South Brunswick Township in the amount of \$207,216.25 for the first quarter taxation. The second deposit was made on April 1st from the U.S. Treasury in the amount of \$12.57 for refund of 2012 withheld interest.

Comm. Young distributed the latest monthly financial reports to the Commissioner's mailboxes earlier this afternoon.

Comm. Young reported that he is waiting on the request from the auditor to deliver the 2012 financial records. Comm. Young anticipates receiving the request in the next two weeks.

Legislative Report

Comm. Potts reported that the "Deputy Chief's" bill, which requires the appropriate command structure to respond on all mutual aid incidents, was passed by both houses. Comm. Potts further reported that the bill was conditionally vetoed by the Governor due to the fact that it takes away the authority of the towns to develop their own mutual aid plan. The bill has been returned to the Director of the Division of Fire Safety for further study.

Comm. Potts reported that the legislative bodies will be working on the budget until June.

7. ORDER OF BUSINESS

Update on Assistance to Firefighters Grant

Coordinator Smith reported that he spoke with the salesman from Nat Alexander at the end of March for an update on the equipment order and was informed that Scott Health & Safety has given a timeframe of the end of April for delivery.

Discussion on Station 21 Engine Bay Resurfacing

Coordinator Smith reported that he has contacted four different vendors to solicit quotes for the resurfacing of the engine bay floors of the original section of Station 21, which is just under 2,200 square feet. Coordinator Smith reported that he has received one preliminary quote from a vendor in Maryland. Coordinator Smith further reported that he has spoken with representatives from the other three vendors and will be working to set-up visits to the station.

Discussion on Station Telephone, Internet, & TV Service

Coordinator Smith reported that he was contacted by a salesman from Verizon and given a quote to upgrade the telephone and internet service at the stations to the FIOS fiber-optic service.

Coordinator Smith reported that we currently have copper phone lines at both stations and is waiting on answers to several questions to determine if FIOS is as reliable as the current set-up and whether or not there will in fact be a savings by switching. Coordinator Smith reported that the District currently pays on average \$343.55 per month for phone and internet, and that the Fire Department pays approximately \$10.00 per month per station for Comcast HD TV. Coordinator Smith reported that he will provide an update next month when he has additional information.

Timely and Important

A motion made by Comm. Smith seconded by Comm. Bellizio to approve the driveway seal coating at both stations by Alizio Seal Coating at a cost of \$6,194.00. Roll call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

Comm. Young reported that he issued a copy of the 2013 Financial Disclosure Statement electronic filing instructions to the Commissioners. Comm. Young further reported that he issued a copy to Coordinator Smith and asked that he obtain the necessary local government e-mail address from the Township Clerk.

8. VOUCHER LIST

Comm. Young reported that there have been two changes to the voucher list as posted. Item DD to Trugreen Processing Center has been changed to \$100.00 and Item EE to the New Jersey Division of Fire Safety has been added in the amount of \$397.00.

A motion made by Comm. Bellizio seconded by Comm. Smith to approve the voucher list at amended. Roll Call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

9. ADDRESS FROM THE FLOOR

No one from the floor desired to address the Board.

10. ADJOURNMENT

A motion to adjourn was made by Comm. Young seconded by Comm. Bellizio and by a voice vote all voted in affirmative. Meeting adjourned at 8:06 pm.

Respectfully Submitted

Scott Smith, Fire District Coordinator

Monmouth Junction Volunteer Fire Department
Monthly Activity Report
March 2013

FIRE RUNS

7	System Malfunctions
10	Unintentional system/ Detector operation
-	Wrong location/ No problem found
-	Water Problem
-	False Calls
1	Structure Fires
-	Vehicle Fires
1	Outside Rubbish Fire
-	Refuse Fires
4	Spill / Leak No Ignition
1	Arcing / Shorted Electrical Equipment
1	Chemical release, reaction, or toxic
1	Assist Police / EMS
3	Trees, Brush, Grass Fires
1	Extrications/ Rescue
-/1	Hazardous Condition/ Hazmat Investigation w/no Hazmat
-	Smoke Scare
-	Excessive Heat (Scorch Burns)
-	Smoke / Odor Removal
-	Service Call
-	Stand-By / Cover Assignment
-	Dispatched & cancelled in route

31 Total Runs for 283.37 Man-Hours

DEPARTMENT ACTIVITIES

1	Regular Department Monthly Meeting
1	Chiefs Meeting
1	Line Officer Meeting
1	BOFC Regular Monthly Meeting
-	Work Night
-	Work Detail
3	Training Sessions/Drills
-	Committee Functions
-	Viewing
-	Public Relations

255.13 Man-Hours

Total Man-Hours for March 2013: 538.50

Referrals To Fire Safety -10

Fire Safety Responded (On Scene) -0

Fire District Coordinator's Report April 15, 2013

- Fire Security Technologies was at Station 20 on 3-19-2013 to replace the center bay door security sensor which caused two burglar alarm activations on 3-9-2013. There was a repeat activation on 3-22-2013 and I had the alarm company back out on 3-26-2013. The system was checked and no problem was found. I will keep an eye on the system going forward.
- Air & Gas Technologies was on site on 3-20-2013 to diagnose an air leak on the Bauer breathing air compressor. The tech returned on 4-2-2013 and replaced the two automatic condensate drains.
- Alan Landscaping performed the spring clean-up and mulching at both stations on 3-20-2013.
- Donald C. Rodner was on site on 3-25-2013 to continue diagnosing the problem with the mezzanine HVAC unit at Station 20. The techs wired a temporary thermostat and the unit appeared to run properly, indicating a problem with the optimizer that was installed as part of the energy audit. Chairman Spahr has been in contact with the manufacturer of the optimizer and Sterling HVAC, who installed the unit as part of the energy audit.
- Following the roof service by Roth Bros. on 3-13-2013, I noticed that we still had roof leaks in the gym and outside the side entrance near the gym. I contacted Roth Bros. and requested that they send a technician back out. Sub-contractor Ganter Roof Company was on site on 3-29-2013 and sealed along the flashing above the gym. We noticed that we still had the roof leaks following rain on 4-10-2013 & 4-12-2013. I will be in contact with Roth Bros. to send another roof tech.
- White Bros. Masonry completed the installation of the concrete sidewalk at Station 20 on 3-27-2013.
- 4x4 Construction was at Station 21 on 3-28 & 3-29-2013 to perform the painting of the engine bay and compressor room/loft ceilings, and again on 4-9-2013 to paint the exterior of the man doors.
- Fire & Safety Services was at Station 21 on 3-28-2013 to diagnose warning lights for Low Coolant and Side Roll that activated on the dash of Engine 206. The coolant system was checked and the sensor and radiator cap were replaced; and the side roll sensor was reset. After finding an issue with the foam system during the CAFS training on 4-6-2013, the mechanic from Fire & Safety was on site on 4-8-2013 and confirmed the issue with the foam pump. After running the truck and finding that we still had the problem with the coolant system, we took 206 to Atlantic Detroit Diesel in Piscataway on 4-9-2013 to address the problem. Once the repairs to the coolant

system are complete, the truck will go to Fire & Safety for repairs to the foam system as well as the complete preventive maintenance service.

- Car 200 (Explorer) was at Agin Signs on 3-28 & 2-29-2013 to have the gold leaf repaired and sealed. Car 210 (Expedition) was at Agin Signs on 3-20 to have the gold leaf sealed.
- Quick Response Fire Protection was at both stations on 4-9-2013 to perform the quarterly inspection on the sprinkler systems. Both systems are in good working order at this time.
- Cummins Power Systems was at both stations on 4-9-2013 to service the emergency generators. Both units are in good working order at this time.
- I was asked by member Joe Malkiewicz, who is a senior in High School, if he could perform "Senior Society" at the fire station for two weeks in June. He will be at the station a minimum of 5 hours a day during the program.
- As approved last month, the electronic locks for the two doors at Station 20 are on order through Accredited Lock Supply. I anticipate that they will be installed within the next couple weeks.
- I am waiting on a phone call back from Diversified Inspections to schedule the aerial & ground ladder testing.
- Firefighter physicals are scheduled for Thursday April 25th, starting at 5 PM. All members have been instructed to sign-up for a time and those that are unable to attend that night will have to go on their own by the end of May.
- I spoke with Alizio Seal Coating on 4-10-2013 regarding the crack and complete driveway sealing for both stations. We did not have any work done on the driveways last year. The price will be the same as 2010, \$6,194.00. They stated that they can have the work done in a couple of weeks. I recommend having Alizio seal coat the driveways at both stations.
- I completed a total of 9 pre-plans in March for a total of 31 for the year.

Insurance:

- Update regarding injury claim for FF exposed to victim's blood with PTSD diagnosis on 9-25-2012: Received copy of 3 checks mailed to Quest Diagnostics for blood work from 3 visits, totaling \$1,409.22. All invoices have been paid for this injury claim, totaling \$2,784.21. The FF has one final (4th) visit for blood work, which should be completed shortly.