

THE BOARD OF COMMISSIONERS OF FIRE DISTRICT NO. 3
TOWNSHIP OF EAST BRUNSWICK, NEW JERSEY



MONTHLY MEETING

Meeting Minutes

Date & Time:	Tuesday, July 11, 2017
Location:	Colonial Oaks Firehouse
Facilitator:	Commissioner Bowne
Scribe:	Linda Nicholas
Meeting Objective:	Monthly Meeting

Attendees:	Status (Present / Absent)
Commissioner Edward Bowne	Present
Commissioner Thomas Duffy	Present
Commissioner Ryan Fenstermaker	Absent
Commissioner Scott Miller	Present
Commissioner David Wood	Present

MINUTES / NOTES

Meeting called to order at 19:36 by Commissioner Bowne.

Pledge of Allegiance was recited by all.

Commissioner Bowne read the Open Public Meeting Act as follows:

THIS MEETING IS BEING HELD IN ACCORDANCE WITH THE REQUIREMENTS OF THE OPEN PUBLIC MEETING ACT (L.1975, C.231, S.3-D) AND PURSUANT THERETO, A SCHEDULE OF REGULAR MEETINGS WAS ADOPTED AT THE MEETING OF MARCH 21, 2017, WHICH SCHEDULE WAS FILED WITH THE MUNICIPAL CLERK, PROVIDED TO THE HOME NEWS TRIBUNE AND THE SENTINEL, AS WELL AS POSTED IN THE MUNICIPAL BUILDING.

Commissioner Bowne indicated where the emergency exits are located.

Roll call was taken.

CORRESPONDENCE (reported by Commissioner Miller)

- Received Freehold Conserve Amendment approving Riva Ave Expansion project.

COMMITTEES

Riva Avenue Project (reported by Commissioner Duffy)

- Danny from Kurt Ludwig's office (architect) spoke to builders. As things change they send things out. Danny is going to find out why there is a holding pattern.

THE BOARD OF COMMISSIONERS OF FIRE DISTRICT NO. 3
TOWNSHIP OF EAST BRUNSWICK, NEW JERSEY



MONTHLY MEETING

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- Commissioner Duffy wants to know if we should reach out to PSEG to disconnect gas ourselves. Contract says we can. Commissioner also asked Kurt Ludwig, Architect if they can send a courtesy letter to PSEG about this.
 - Commissioner Wood asked the status on the 15 items that were outstanding from the last Special Meeting. Commissioner Duffy will find out what is holding up the builders on these items.
 - Commissioner Miller noted that the builders were not in attendance even after they were asked to attend every regular schedule meeting along with the architect. Both Commissioner Miller and Wood have that disconnected feel on this project. Kurt Ludwig is the construct official and he is currently on vacation. Danny or someone from their office should be here in his place.
 - Commissioner Duffy going to the architect's office tomorrow to get these questions answered.
 - The Commissioners have scheduled a special meeting for next Monday, July 17th at 7pm with the architect. This project must get going. Commissioner Duffy stated he will be unable to attend this meeting.
 - It seems that the builders are waiting for something from the architect's office. This project has been on hold for a month and a half.
 - Commissioner Miller wants to consider other alternatives.

TECHNOLOGY (reported by Commissioner Wood)

- The website should be back up in a week. Commissioner Wood will work with Linda Nicholas to get meeting minutes added back to the site.

INSURANCE (reported by Commissioner Duffy)

- Nothing to report this month.

LOSAP (reported by Commissioner Wood)

- Nothing to report this month.

PUBLIC PORTION

Chiefs Report – reported by Commissioner Miller in Chief Umbach and Heilbronn's absence

- There were 12 calls for the month of June.
- Total calls for the year so far is at 86.
- Mutual aid had two calls for District #2.
- Gas meter charger and K2 thermal camera charger needs to be installed on #904. Quote from Outcast Customs is for \$250.00. Commissioner Miller made a motion to have this installation done by Outcast Customs for \$250.00. Commissioner Wood seconded the motion. All were in favor; it was so moved. Expense to come out of account #6320 – Equipment M&R.

THE BOARD OF COMMISSIONERS OF FIRE DISTRICT NO. 3
TOWNSHIP OF EAST BRUNSWICK, NEW JERSEY



MONTHLY MEETING

Engineers Report - reported by Ken Skalla

- Please refer to report attached at the end of the minutes.
- Engine #901 damaged slip was replaced
- Fire & Safety final inspection was done. Engineer Ken Skalla handed all Commissioners the list of suggested repairs. It was broken down into 1 page for each vehicle.
- Repairs for Engine #901 will be \$5,875.00. Commissioner Wood agreed the front tires look very worn and should be replaced. Once these repairs are complete it has to go back to Fire & Safety to be re-inspected. Cost not to exceed \$6,000.00
- Ken mentioned that all batteries should be done at the same time.
- Repairs for Engine #902 not to exceed \$3,000.00
- Repairs for #903 are \$1,023. Shift valve is leaking. Not air dryer purges. Commissioner Wood recommended #903 be taken offline.
- Commissioner Wood made a motion to make the repairs to #901 and #902.

TREASURY REPORT (reported by Commissioner Wood)

Township gave too much money on 1st quarter payment. This check reflects that overpayment so it is less. Beginning balance in account as of 07/10/17 was \$387,009.01. After deposit of \$59,151.22 (\$1,007.81 is from MacNeil Insurance and \$58,243.41 is 2nd quarter revenue receipt) and disbursements tonight balance is \$401,423.94.

(See attached reports for the breakdown of payments/disbursements)

Commissioner Miller made a motion to pay the bills. Commissioner Duffy seconded the motion. All were in favor; it was so moved.

OLD BUSINESS:

- Commissioner Miller asked if the Richard Twomey radio situation was resolved. Commissioner Wood said no, however the reason is because they have not yet been able to get together. Commissioner Wood saw him last week and they were going to set up a date and time soon to finalize it Financial Disclosures need to be completed ASAP by all Commissioners
- Twomey radios are still locked up. He has to come and pick up his stuff.
- Commissioner Fenstermaker to list Crown Victoria for sale.

NEW BUSINESS

- Commissioner Duffy met with the new may and Township Administration (this was the 7/5 twp meeting they were requested to attend) along with Fred Hoover from District #1 and Wayne Lyons from District #2.
- Township agreed to salt/brine parking lot since trucks are already on the road. They do not have the manpower to move the snow. Commissioner Duffy thought they might want to be saving money.
- The firehouse has a reprieve this year. Commissioner Duffy asked if the Firehouse can be put on addendum to those contracts the township as to help with plowing already. Commissioner Bowne said they may be tandem trucks which won't be good for our parking lot. Commissioner Duffy said that the

THE BOARD OF COMMISSIONERS OF FIRE DISTRICT NO. 3
TOWNSHIP OF EAST BRUNSWICK, NEW JERSEY



MONTHLY MEETING

mayor understands the situation a little better. This may just blow over because there is no cost savings to the town. EMS was not at the meeting either; they were not aware of it.

- Commissioner Miller noted that budget discussions start in October. Should we include snow removal?
- Commissioner Bowne says if we purchase a new pick up, perhaps we should consider purchasing one with a snow plow. With that then someone from the firehouse will have to get paid. Commissioner Wood added that the accountant told him we can't just pay someone to do that; they must be incorporated or insured.
- Commissioner Miller noted that they don't charge for fireworks in the town. He is sure the cost of fireworks supersedes the cost of snow removal in the town.

Commissioner Duffy made a motion to end the meeting. Commissioner Miller seconded the motion. All were in favor.

Meeting adjourned at 20:38.

#	Action Item	Lead Resource	Target Date	Priority	Comments
1	Commissioner to speak to architect to find out delay	Commissioner Duffy	Tomorrow	High	
2	Contact PSEG about disconnecting gas	Commissioner Duffy	ASAP	High	
3	Alternative to current Construct Official	Commissioner Miller	ASAP	High	
4	Get #901 & #902 repaired and re-inspected by Fire & Safety	Ken Skalla	ASAP		
5	Get installs completed on #904 as requested by Chiefs	Ken Skalla	ASAP		

Items / Issues to Discuss at a Later Time (Parking Lot):

#	Description
1	Should Snow plow / removal be added to 2018 budget?
2	

Decisions / Agreements:

#	Description
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TOWNSHIP OF EAST BRUNSWICK, NEW JERSEY



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1	Special meeting to be held on July 17 th @ 7pm for Riva Ave Project. Architect and builders must be in attendance.
2	Repairs to Engines #901 & #902 to be completed. #901 not to exceed \$6,000.00; #902 not to exceed \$3,000.00. Expense to come out of Vehicle M&R (Acct #6346)
3	Take Engine #903 offline.
4	Have Gas meter charger and K2 Thermal camera and charger installed in #904 by Outcast Customs for \$250.00 Expense to come out of Equipment M&R (Acct #6320)