

Minutes of BOFC Meeting of Aug 24th, 2010

The Aug 24th, 2010 meeting of the District #4 Board of Fire Commissioners was opened at 7:00 pm by President Dwayne Jensen, commissioners in attendance were Hughes, Roman, Pawol, and Klose. The pledge of allegiance was said followed by a moment of silence.

Minutes of the previous meeting:

Mr. Pawol read the minutes of the previous meeting, Mr. Roman made a motion to accept the report as read, seconded by Mr. Hughes, all were in favor.

Treasures Report:

Mr. Hughes read the treasures report, Mr. Klose made a motion to accept the report as read, seconded by Mr. Roman, all were in favor.

Buildings & Grounds :

Mr. Hughes reported that the new A.C. unit is working great, and also the unit that supplies air to the back room is working fine. Mr. Jensen ,asked Mr. Hughes why it was so warm in the men's rest room, and he stated that there was no vent in the ceiling to supply cold air for that area. Mr. Jensen reported that he will have all of the locks changed in the building, at a cost of about \$ 600.00. Mr. Hughes made a motion to have the locks changed, seconded by Mr. Roman, all were in favor. Mr. Jensen reported that he spoke to the accountant, about paving the other half of the parking lot, and she said that we need to get (3) price quotes from different contractors.

Fire Prevention:

See attached report:

Insurance:

Mr. Jensen reported that he had spoken to the attorney, for the Board of Fire Commissioners about the " Life Insurance " policy and he stated that the cost is to high and that some people that are on the policy should not be covered, like firefighters who are not active.

Fire Hydrants:

Mr. Klose reported that he called the Middlesex Water Company to get the brush cleared from a few areas , they came down and weed wacked around the hydrants, free of charge. Also there is a hydrant out of service on private property at 326 Smith street, and the

company spokes person stated that a contractor will be hired to install a new hydrant.

Trucks & Equipment:

Mr. Jensen reported that he has not purchased the (two) 40-ton jacks as of today, he has 3- catalogs that he wants the fire officers to look at. Also the calibration kit for three potable gas meter came in.

Mr. Jensen also reported that Fire & Safety Services cancelled the appointment to have engine 4-2 serviced on Aug 16th, 2010 because of a heavy work load, and now they will service engine 4-2 on Aug 31st and rescue 4 will be done after the engine.

Alarms & Communications:

Mr. Roman stated that a service Rep from WPCS came down to the fire house to look at the unit in engine 4-1.

Mr. Jensen reported that he spoke to Motorola, and the Woodbridge police department about using the 1500 & 2500 model radio's and they said everything should be ok to use these units, and if not, they will take them back since they are brand new.

Human Resources:

Nothing to report:

Communications:

Mr. Jensen reported that the District # 7 Board of Fire Commissioners sent us a letter on the cost of dispatch services for the year 2011, the annual fee will be \$ 37,800.00 and the monthly cost will be \$ 3,150.00.

Mr. Jensen received a letter from Avia for the rental of telephones , he called the back stating that the service was cancelled months ago, and they said that they will look into the billing problem.

A letter was received from the N.J. State Assoc. of Fire Districts, the association dues, at a cost of \$ 300.00 per year are due at this time, Mr. Roman made a motion to pay the bill, seconded by Mr. Hughes, all were in favor.

Maria, from the accountants office sent a memo stating that the fire district has been using the incorrect tax ID number, and the new correct number must be provided to vendors in the future.

Old Business:

Mr. Roman asked if the tent was going to be repaired and re-installed, Mr. Jensen stated that we may not put the tent back up if things change with getting truck 4-2-4 sent out for a rebuild.

New Business:

Nothing to report.

Fire Chief :

No report.

Public:

Mr. Rich May, stated that the fire company would like to build and install wooden mail boxes for the fire fighters, and this unit would be hung from the wall near the dispatch window. All of the Fire Commissioners were ok with the idea, and gave them the go ahead to install the box.

Also Mr. May asked for permission to look into getting a (soft wear system) for fire reports, to cut down on the amount of paper used and stored in there office.

Adjournment:

Motion to adjourn: Mr.Jensen, seconded by Mr. Hughes, all were in favor.

Adjourned at 7:45 p.m.

Respectfully Submitted,



Robert J. Pawol, Secretary



HOPELAWN FIRE PREVENTION BUREAU

LOCAL ENFORCING AGENCY, DISTRICTS 4 & 8

127 Loretta Street, Hopelawn, NJ 08861
Business (732) 442-0171 Ext.19 Fax (732) 826-5399

FIRE • POLICE • MEDICAL
EMERGENCIES
DIAL 9-1-1

FIRE OFFICIALS REPORT AUGUST 2010 Fire District No.4

Weldon Concrete will be going before the Technical Review Committee this month to see if the Township will approve the plans to allow them to install the Dock, Hot Asphalt Rack and a new Concrete Plant.

A new tenant has moved into the front vacant warehouse located at 326 Smith Street. Carga Express is now operating a trucking company and warehouse at the site.

The private Fire Hydrant that was damaged at 326 Smith Street cannot be repaired and has to be replaced.

The new hydrant and valve has been ordered by the property owner and will be installed by the contractor when it comes in.

The threads on the Hydrant will conform to the Middlesex Water specifications.

I will notify the Board as soon as the hydrant is back in service.

The following businesses have been reinspected during the month of August 2010.

Macys Warehouse
Champion Uniform
P&J Auto Body
AM Fuels
Board of Education Garage
JB Hunt Warehouse
J&L Pallet Charles Jessup

Respectfully submitted,


Frank DellaPietro III

Fire Official

Fire Districts No.4&8

10:53 AM

08/19/10

Accrual Basis

Keasbey Fire District # 4
AUGUST 2010 BILL LIST
July 28 through August 24, 2010

Date	Num	Name	Memo	Amount
Sovereign - Checking				
08/03/2010	10209	COLUMBIA BANK	DEPOSIT TO MONEY MARKET ACCOUNT (transfer)	-137,294.87
08/24/2010	10215	AUTO RITE	O-L-F Front Brakes Scan Computer	-317.97
08/24/2010	10216	GARY BATISTA	Kitchen Caretaker - August 2010	-50.00
08/24/2010	10217	JENSEN LANDSCAPING & MAINTEN...	Grounds Maintenance - Final Payment for 2010	-3,415.00
08/24/2010	10218	JOHN MANNA	Janitor II pay for August 2010	-250.00
08/24/2010	10219	JOHN UR	Monthly Accounting Fee - August 2010	-1,000.00
08/24/2010	10220	MIDDLESEX WATER CO	Hydrant Service - July 2010	-3,857.23
08/24/2010	10221	RESCUE VEHICLE MAINTENANCE INC	Repairs to Tower Ladder 4-2-5	-251.97
08/24/2010	10222	ACE WALCO PEST CONTROL	Monthly Service	-59.13
08/24/2010	10223	MES - Pennsylvania	EZF diaphragm/Value/Flow Test	-1,131.09
08/24/2010	10224	STANDARD WASTE SERVICE	Garbage Removal - August 2010	-64.80
08/24/2010	10225	AT&T	Acct# 0304167215001	-109.38
08/24/2010	10226	ELIZABETHTOWN GAS	Acct# 0488199640	-86.72
08/24/2010	10227	MES - Pennsylvania	Access Case w/die	-399.00
08/24/2010	10228	VERIZON	732-738-4343 296 94Y Phone Bill	-407.43
08/24/2010	10229	RESCUE VEHICLE MAINTENANCE INC	Install Knox Box Engine 4-1	-403.00
08/24/2010	10230	PSE&G	Acct# 67 041 530 04 - Electric	-1,563.31
08/24/2010	10231	POLAND SPRING	2 - 5 Gallon Water & Supplies	-95.40
08/24/2010	10232	TOWNSHIP OF WOODBRIDGE - FUEL	Fuel Billing for April 1, 2010 to June 30, 2010	-644.13
08/24/2010	10233	PRUDENTIAL INS CO	Policy #15153 - August 2010	-672.12
08/24/2010	10234	BOARD OF FIRE COMMISSIONERS ...	Dispatch - August 2010	-3,165.00
Total Sovereign - Checking				-155,237.55
TOTAL				-155,237.55

- Transfer - 137,294.87
Between Accounts

TOTAL BILLS \$17,942.68

BOARD OF FIRE COMMISSIONERS

DISTRICT NO. 4

420 SMITH ST, PO BOX 84
KEASBEY, NEW JERSEY 08832

August 24, 2010

Treasurer's Report

BEGINNING BALANCE	\$ 334,513.42
Deposits	101,172.33
Interest	42.70
Payroll	(2,645.85)
Payroll Tax Adjustment	(1,174.69)
Disbursements & Adjustments	(<u>17,942.68</u>)
ENDING BALANCE	\$ 413,965.23