

Minutes of the Fire District No.4, Regular Meeting of January 24th, 2017

The January 24th, 2017 board meeting was opened by President Dwayne Jensen, commissioners in attendance were, Klose, Pawol, Roman, and Hughes. The two accountants and attorney were not present or required to attend this meeting. The pledge of allegiance was said followed by a moment of silence.

Minutes of the Previous Meeting:

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

Treasures Report:

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

Buildings & Grounds:

Mr. Hughes, reported that the carpet was installed but the rubber transition strips from the floor tile to the carpet are rubbing the door bottoms and need to sand or plane the doors. Also the fire alarm system needs to be redone and is outdated with the old heat sensors and not smoke detectors , we are waiting for a price quote on the work.

Insurance:

Progress.

Fire Hydrants:

Mr. Klose, reported that he talked to a manager at the Middlesex Water Company, about the private street sweeper from Monticovalo, using water from our public hydrants.

Finance & Budget:

Mr. Pawol, reported that the public hearing was held for the 2017 operating budget, and the Board of Fire Commissioners approved the budget, and now it will go to a vote at the annual election on Feb 18th, 2017 From 2:00PM - 9:00PM.

Human Resources:

The new member of the Fire Company, has received his gear and the next step will be to sign up for fire school this spring.

Trucks & Equipment:

Mr. Jensen, reported on the following apparatus, Eng 4-1 needs to be looked at by Fire & Safety Services, Ltd , a valve for the Foam System was installed wrong at the Pierce plant, and needs to be corrected. All other trucks are ok at this time. Also Mr. Jensen, contacted the City of New Brunswick, to let them know that the old Seagrave pumper is for sale.

Old Business:

_____ None.

New Business:

_____ Mr. Pawol, read two new resolutions, one was for the purchase of a suv for fire prevention not to exceed \$25,000 and the other one was for Mr. Jensen, to be appointing authority for the fire District, all were in favor, on both resolutions were approved.

Summer shirts are needed for the Fire official & a wallet badge, all were in favor of the purchase.

A new laptop computer for chiefs car 436 needs to be ordered, and mounted for, pre-planning, etc.a motion was made by Mr. Roman, not to exceed \$3,561.41, seconded by Klose, all were in favor.

Fire Prevention:

_____ See attached report.

Fire Company:

_____ Nothing new to report on this meeting.

Fire Chief:


_____ 30 calls year to date, also 60 gallons of Foam, came in today and was loaded on engine 4-1. The Hurst Combi-tool on the front bumper of Rescue 4 is not working and the service guy will see if it can be repaired.

Public:

_____ None attended this meeting.

Adjournment: Motion, Jensen, seconded by Hughes, all were in favor meeting adjourned At 7:36 P.M.

Respectfully Submitted,



Robert J. Pawol, Secretary

Fire District No.4, keasbey



The Commissioners of Woodbridge Fire District No. 4
P.O. Box 84, 420 Smith Street
Keasbey, NJ 08832

RESOLUTION

Auxiliary Fire Vehicle

WHEREAS, the Woodbridge Twp Fire District No.4, Keasbey, currently owns a 2000 Ford Expedition and is utilized by the Fire Official as an auxiliary fire vehicle, and

WHEREAS, the 2000 Ford Expedition requires unexpected costly transmission repairs, and also extensive body rust repairs and

WHEREAS, the Fire District believes that taxpayers funds should no longer be utilized to repair a 17- year old vehicle, and

WHEREAS, the Fire Official needs a vehicle to properly serve and protect residents and businesses of the fire district by conducting inspections and fire investigations as required;

BE IT THEREFORE RESOLVED, that the Fire Commissioners authorize the purchase of a 2017 Ford Sport Utility Vehicle; NJ State Contract #A88728; Line #0005; Index #12776 not to exceed \$ 25,000.

Motion to accept Hughes Seconded by Roman All in favor.

Roll Call	Yes	No	Abstain	Absent
Jensen	✓			
Roman	✓			
Hughes	✓			
Pawol	✓			
Klose	✓			

Robert Pawol, Secretary
Robert Pawol
Dated: January 24th, 2017



The Commissioners of Woodbridge Fire District No. 4
P.O. Box 84, 420 Smith Street
Keasbey, NJ 08832

RESOLUTION

APPOINTING AUTHORITY

WHEREAS, the Woodbridge Township Board of Fire Commissioners District No.4, Keasbey lists the current board members as follows,

- Dwayne Jensen, President Elected 2009
- Stephen Roman, Vice President Elected 1983
- Michael Hughes, Treasure Elected 2009
- Robert Pawol, Secretary Elected 2009
- Martan Klose, Asst. Secretary Elected 2010

WHEREAS, the Board of Fire Commissioners hereby appoints President, Dwayne Jensen, appointing authority, for all documents and or business transactions for the fire District.

BE IT THEREFORE RESOLVED, that the Fire Commissioners confirm that President Dwayne Jensen, is the appointing authority.

Motion to accept Klose Seconded by Roman all were in favor.

Roll Call	Yes	No	Abstain	Absent
Dwayne Jensen			✓	
Stephen Roman	✓			
Michael Hughes	✓			
Robert Pawol	✓			
Martan Klose	✓			

Robert Pawol, Secretary

Robert Pawol

Dated: January 24th, 2017

Woodbridge Fire District No. 4
420 Smith Street, Keasbey, NJ 08832
Phone 732-738-3780 Fax 732-738-3752

Monthly Report

December 12/27/2016 - 01/23/17

Activities:

- Performed fire investigation – garbage truck fire @ Bayview Ave
- Performed complaint fire inspection @ 19 Crows Mill Road, Fire Sprinkler freeze-up issues. Issued Notice of Imminent Hazard and Order to Correct (Order to Vacate Building)
- Obtained BA access to RIMS for BOFC to certify annual report
- Reviewed plans & performed site visit for alterations/renovations @100 Crows Mill Road
- Created 2017 Log Files in MS Excel (Permit, Penalty, LHU Payment, Ledger, Inspection)
- Closed out 2016 Log Files in MS Excel & printed for files
- Met with Sgt Ji, Chessere from Woodbridge Twp PD – Fire Lane Designation Sgt will review drawings and have the ordinance changes proposed. Minimum of two months before we can issue summonses. Follow up in late February
- Met with Britt Schulmeister, NJ State Division of Fire Safety Representative regarding RIMS Access, 2016 Annual Report, Fire Station Inspections
- Met with Joseph Rischak, Woodbridge Twp Fire Subcode Official, and inspected 10 Crows Mill Road (Selective Trucking) in reference to fire sprinkler repairs/alterations without UCC permits (Twp fined them \$2k)
- Met with Frank Dellapietro regarding completion of annual report.

Inspections:

- Misc (snow removal)
 - 01/09/2017 Hillside Gardens – Sunnyview Oval
 - 01/09/2017 Florida Grove Apartments
 - 01/09/2017 1000 Riverside Drive
 - 01/09/2017 Selective Trucking - 19 Crows Mill Road
- Complaint
 - 01/09/2017 Selective Trucking – 19 Crows Mill Road
 - 01/10/2017 Follow-up inspection/Notice of Imminent Hazard
 - 01/11/2017 Reinspection + meeting
 - 01/13/2017 Reinspection
 - 01/13/2017 Issued Decision on Request for Extension to abate violations
 - 01/19/2017 – Met with owner's representative & Woodbridge Fire Subcode Official

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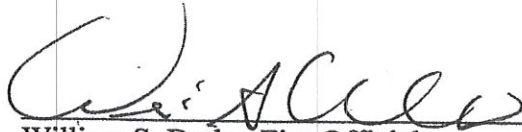
Fire-related Activity

Notified by Chief of open burning type incident on Judy Drive. No follow-up required

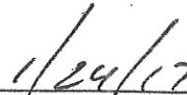
- 01/09/2017 Garbage Truck Fire – Bayview Avenue (response)
- 01/09/2017 Garbage Truck Fire – Bayview Avenue (investigation report)
- 010/09/2017 Selective Trucking – 19 Crows Mill Road – Fire Alarm/sprinkler activation

Financial activity:

- None



William S. Drake, Fire Official



Date

01/19/17

Keasbey Fire District # 4
JANUARY 2017 - BILL LIST
 December 28, 2016 through January 24, 2017

Date	Num	Name	Memo	Amount
Bank Of Woodbridge				
12/30/2016	13136	ALEMAN CARPET	DEPOSIT - CARPET TILE	-1,343.44
01/06/2017	13138	ALEMAN CARPET	REMAINDER DUE - CARPET TILE	-1,343.44
01/09/2017	13139	BART & BART, CPA	Preparation & Filing of 2017 Budget	-1,050.00
01/11/2017	13140	Personnel Concepts	2017 NJ & Federal Labor Law Notices Poster	-20.90
01/11/2017	13141	ROBERT PAWOL	Reimbursement/Woodbridge Twp Joint Board Meeting 1/9/2...	-167.37
01/11/2017	13142	WEX BANK	Account #0496-00-227423-1 Fuel - December 2016	-230.68
01/24/2017	13144	AT&T	Account #0555388451001 - Long Distance	-40.80
01/24/2017	13145	CONFIRE FIRE PROTECTION	6 Liter Kitchen Extinguisher, Recharged & Inspected	-650.40
01/24/2017	13146	ELIZABETH TOWN GAS	Acct# 0488199640 11/18/16-12/19/16	-97.60
01/24/2017	13147	FFI Professional Safety Services	NRS Dry Suit Repairs	-110.00
01/24/2017	13148	MARIA BUCSANSZKY, E.A.	Monthly Fee-January 2017	-1,133.37
01/24/2017	13149	Middlesex Water - Building	Acct# 4350200000 - Water Usage - 09/26/16-12/21/16	-390.37
01/24/2017	13150	New Jersey State Association of Fi...	2017 Association Dues	-300.00
01/24/2017	13151	NFIRS ONLINE	Annual Subscription to NFIRS Online	-395.00
01/24/2017	13152	Parker Web Services	Annual Fee Domain Name Registration & 1hr of Website Up...	-1,563.00
01/24/2017	13153	Paul Conway Shields	6 - Gold Leaf Shields	-186.50
01/24/2017	13154	POSTMASTER	PO Box Fee Renewal - PO Box 84 - 12 Months	-110.00
01/24/2017	13155	PSE&G	Acct# 67 041 530 04 - Electric	-857.73
01/24/2017	13156	READY REFRESH	Acct #0427418157- 5 Gal Spring Water & Cups	-65.04
01/24/2017	13157	Skylands Area Fire Equipment & T...	2-Tails 2 Pants	-4,772.88
01/24/2017	13158	STAPLES CREDIT PLAN	Acct# 601110007029788 -Office Supplies	-409.01
01/24/2017	13159	VERIZON	Phone Bill - 732-738-4343 296 94Y-Long Distance	-67.84
01/24/2017	13160	VESOLIFE	Policy #G-2276-278 Volunteer Life Insurance Policy - Februa...	-133.88
01/24/2017	13161	BOARD OF FIRE COMMISSIONE...	Dispatch - January 2017	-3,192.13
01/24/2017	13162	COMCAST	Acct #8499053400889416-Phone & Internet	-381.79
01/24/2017	13163	CONFIRE FIRE PROTECTION	Annual Extinguisher Inspection	-186.40
01/24/2017	13164	FIRST HEALTH	Pre Employment Physical -Drake & Lelon	-160.00
01/24/2017	13165	JENSEN LANDSCAPING & MAIN...	2017 1st Payment/Grounds Maint for Firehouse Property	-3,000.00
01/24/2017	13166	MIDDLESEX WATER CO	Account #3605116364-Hydrant Bill -January 2017	-4,199.18
01/24/2017	13167	NJ ADVANCE MEDIA(HOME NE...	Acct# ASB-099467 -January 2017 Agenda Meeting Change t...	-27.72
01/24/2017	13168	Skylands Area Fire Equipment & T...	Radio Strap	-111.97
01/24/2017	13169	VERIZON	Phone Bill - 732-738-0471 729 11Y/Final Bill	-319.08
01/24/2017	13170	DWAYNE JENSEN	Replenish Petty Cash	-696.14
01/24/2017	13179	W.S. DARLEY	Customer #40029596 - 1/Mercury Monitor - 2/Stacked Tips	-1,738.90
Total Bank Of Woodbridge				-29,452.56
TOTAL				-29,452.56

01/19/17

Keasbey Fire District # 4
TREASURER'S REPORT
As of January 24, 2017

Jan 24, 17

ASSETS

Current Assets

Checking/Savings

Bank Of Woodbridge

468,305.41

Columbia - Voucher

1.13

Petty Cash

600.00

Total Checking/Savings

468,906.54