

Minutes of BOFC Meeting of May 24th, 2011

The May 24th, 2011 meeting of the District #4 Board of Fire Commissioners was opened by President Dwayne Jensen, the accountants John Ur and Maria, were not present for this meeting. 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. Hughes made a motion to accept the report as read, seconded by Mr. Roman, all were in favor.

Treasures Report:

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

Buildings & Grounds:

Mr. Hughes reported that there will be a memorial day service held at the Keasbey memorial site located next to the Edison bridge at 7:30 AM Monday morning. Mr. Jensen, reported that he spoke with the director of public works, Mr. Dennis Henry, about the parks department cutting down flowers at the memorial site and he will speak to his employees about the problem.

Fire Prevention:

See attached report.

Insurance:

Mr. Jensen, reported that the Selective Insurance Company has sent the Board of Fire Commissioners a second letter requesting that the Kitchen Automatic Fire Prevention System be changed over to a new modern system. Mr. Jensen, asked Mr. Pawol to write a letter to the insurance company telling them that we will start looking into getting price quotes from different contractors in the near future.

Fire hydrants:

Mr. Klose reported that he inspected the fire hydrants for district #4 on Tuesday morning May 24th and found tall weeds covering the hydrants located at 75 Crowmill Road and at 66 Dino Drive. He called the Middlesex Water company to have them cut down the tall weeds at the two locations.

Trucks & Equipment:

Mr. Jensen reported that Rescue Vehicles Maintenance, performed work on various fire

apparatus, changing out bad light bulbs. Also Mr. Jensen reported that there is a strong burning smell coming from under the dash board of engine 4-1, there are a few " relays " that need to be replaced to correct the problem.

Also Mr. Jensen reported that M.E.S. Fire Equipment writes FEMA Grants for fire departments with a fee of \$ 300.00, Mr. Hughes made a motion to have MES write a grant for the Keasbey Fire Company, to replace the old thermal imaging cameras seconded by Mr. Pawol, all were in favor.

Mr. Jensen, will ask the fire company if they can clean out the lumber from the Red trailer, and power wash it, presently it is parked in the back of the firehouse and not being used. It will be offered for sale when it gets cleaned up.

The Board of Fire Commissioners agreed to purchase a new 35ft three section ground ladder for engine 4-1, replacing the 28ft ext ladder that is on the apparatus now, Mr. Hughes made a motion to purchase a new ladder, seconded by Mr. Roman, all were in favor.

Communications:

_____ Mr. Jensen reported that some radio equipment has been returned from repair.

Fire Company:

_____ Nothing to report.

Old Business:

_____ Mr. Jensen reported that he needs to speak to the attorney, for the Board of Fire Commissioners, to work on getting the Mack tower ladder rebuild bids into the news paper A.S.A.P. before a new price increase takes affect again this year.

New Business:

_____ Mr. Jensen reported that there will be a Primary Election held here at the firehouse on Tuesday June 7th from the hours of 6:00am - 8:00pm , therefore a janitor will be needed to work that day and open up the building at 5:30 am.

Also a reimbursement check was made out to the Protection Fire Company No.1 of Keasbey in the amount of \$ 793.00 for expenses at the tractor trailer rollover on Rt.440& ramp to Rt. 9.

Fire Chief:

_____ No report.

Public:

_____ Nothing to report.

Adjournment:

Motion to adjourn: Mr. Hughes, seconded by Mr. klose, all were in favor. Adjourned at 7:35 P.M.

Respectfully Submitted,

Robert J. Pawol

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 MAY 2011 FIRE DIST NO.4

The Bureau investigated a complaint at 62 Glenn Drive after the Fire Department responded to a CO alarm activation.

There was a complaint regarding the stability of the floor feeling spongy.

The Building Department was notified and responded.

The complaint was turned over to the Building Department.

As of this writing, The Bureau has not heard back from Tilcon regarding the proposed private fire hydrant.

I will keep the Board informed on this project as I received the information.

Respectfully submitted,


Frank DeFarr Pietro III

Fire Official

Fire Districts 4&8

RESOLUTION

WHEREAS, *N.J.S.A. 40A:5A-15* requires the governing body of each fire district to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the year ended December 31, 2010 has been completed and filed with the Municipal Clerk pursuant to *N.J.S.A. 40A:5A-15*, and

WHEREAS, *N.J.S.A. 40A:5A-17*, requires that the governing body of each fire district to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specially reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations," in accordance with *N.J.S.A. 40A:5A-17*.

NOW, THEREFORE BE IT RESOLVED, that the governing body of the Woodbridge Fire District No. 4, hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the year ended December 31, 2010, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the secretary of the fire district is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON APRIL 26, 2011.

Robert Pawol

SECRETARY

5-10-11

DATE

RECORDED VOTE

MEMBER	AYE	NAY	ABSTAIN	ABSENT
JENSEN	✓			
HUGHES	✓			
PAWOL	✓			
ROMAN	✓			
KLOSE	✓			

GROUP AFFIDAVIT FORM
PRESCRIBED BY THE NEW JERSEY LOCAL FINANCE BOARD
AUDIT REVIEW CERTIFICATE

We, the members of the governing body of the Woodbridge Township Fire District No. 4, County of Middlesex, being of full age and being duly sworn according to law, upon our oath depose and say:

1. We are duly elected members of the Board of Fire Commissioners of the Woodbridge Township Fire District No. 4.
2. We certify, pursuant to *N.J.S.A. 40A:5A-17*, that we have each reviewed the annual audit report for the year ended December 31, 2010, and specifically the sections of the audit report entitled "General Comments" and "Recommendations".

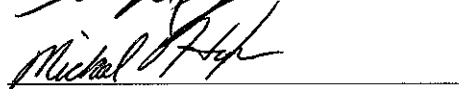
(PRINT NAME)

(SIGNATURE)

DWAYNE JENSEN



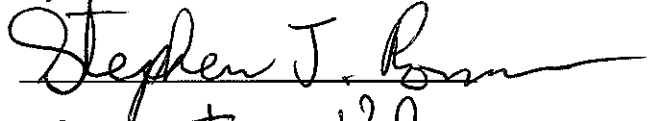
MICHAEL HUGHES



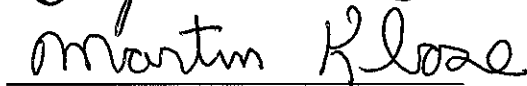
ROBERT PAWOL



STEPHEN ROMAN



MARTIN KLOSE



Sworn to and subscribed before me this _____ day of _____, 2011.

Notary Public of New Jersey

1:06 PM

05/18/11

Accrual Basis

Keasbey Fire District # 4

MAY 2011 BILL LIST

April 27 through May 24, 2011

Date	Num	Name	Memo	Amount
Columbia - Voucher				
04/27/2011	10702	AT&T	Account #0555388451001 - Long Distance	-607.36
04/27/2011	10703	Richard A Fazzari	Annual Retainer for 3/1/11 - 3/31/12	-5,000.00
05/24/2011	10711	AMERICAN TEST CENTER	Annual truck & ground ladders tested	-1,075.00
05/24/2011	10710	CASAZZA & UR, PUBLIC ACCOUNTAN...	Monthly Fee - May 2011	-1,000.00
05/24/2011	10709	ELIZABETHTOWN GAS	Acct# 0488199640	-837.11
05/24/2011	10708	PRUDENTIAL INS CO	Volunteer Life Insurance - Policy #15153 - June 2011	-672.12
05/24/2011	10707	VERIZON	Phone Bill - 732-738-4343	-358.84
05/24/2011	10706	VERIZON COMMUNICATIONS	Account #8958008661 - Online	-55.35
05/24/2011	10705	Selective Insurance Company of America	Account #263-528-503	-15,191.00
05/24/2011	10704	THE SCHENCK AGENCY INC	Renewal - Fidelity Bond	-300.00
05/24/2011	10722	CHRIS J. VECCHIARELLI, CPA	2010 Audit Preparation	-6,750.00
05/24/2011	10721	Dekoff's P.A. Lock Co	5 - Re-key Cylinder & 36 Keys	-296.50
05/24/2011	10720	Fail Safe Testing Inc	Annual Fire Hose Testing	-2,731.25
05/24/2011	10719	JOHN MANNA	Janitor - May 2011	-400.00
05/24/2011	10718	Joint Board of Fire Commissioners	2011 Annual Assessment	-5,000.00
05/24/2011	10717	MES - Pennsylvania	FLOW TEST 24 SCBA & 1 EZF DIAPHRAGM & VALV...	-1,160.00
05/24/2011	10723	MOTOROLA	2 - Batteries	-87.00
05/24/2011	10724	Protection Fire Co #1	Reimbursement - Tractor Trailer Rollout Expenses	-793.00
05/24/2011	10725	PSE&G	Acct# 67 041 530 04 - Electric	-947.59
05/24/2011	10726	STANDARD WASTE SERVICE	Garbage Removal - May 2011	-66.00
05/24/2011	10727	JOHN MANNA	Janitor - Board of Education Election	-125.00
05/24/2011	10728	GARY BATISTA	Kitchen Caretaker	-50.00
05/24/2011	10729	BOARD OF FIRE COMMISSIONERS DI...	Dispatch - May 2011	-3,150.00
05/24/2011	10730	MIDDLESEX WATER CO	Hydrant Bill - May 2011	-3,857.26
Total Columbia - Voucher				-50,510.38
TOTAL				-50,510.38

BOARD OF FIRE COMMISSIONERS

DISTRICT NO. 4

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

May 24, 2011

Treasurer's Report

BEGINNING BALANCE	\$ 438,609.08
Deposits	0.00
Interest	143.73
Payroll	(2,750.00)
Payroll Tax Adjustment	(1,040.59)
Disbursements & Adjustments	(<u>55,027.48</u>)
ENDING BALANCE	\$ 379,934.74