

**Iselin District #11**  
**Board of Fire Commissioners**  
**January 10, 2018**  
**Minutes**

In accordance with the Public Open Meeting Act, all provisions have been met by our annual announcement in The Star Ledger.

The meeting was called to order by Commissioner Steve Freeman on January 10, 2018 at 7:04 p.m. Roll call was taken. Commissioners in attendance: Freeman, Lisoski and Rischak. Commissioners Sandklev and Trela were not present. Also in attendance were Chief Chris Wertz and Fire Official Helge Nordveit.

A motion was made by Commissioner Rischak to approve the minutes from the December 13, 2017 meeting. The motion was seconded by Commissioner Lisoski.

### Chief's Report

Chief Wertz provided his monthly report to the Board.

#### Report Items:

1. The floors and apparatus at House 1 were washed yesterday.
2. There are currently only 4 officers; two men who were slated to be officers do not meet the state requirements.

#### Action Items:

1. Chief to work on getting truck reports reassigned and completed because of the current lack of officers.

### Fire Official's Report

Fire Official Nordveit provided his monthly report to the Board.

#### Report Items:

1. 10 Life Hazard Use Inspections and 63 Non-Life Hazard Use Inspections were performed (**Breakdown:** Fire Marshall #1 – 76; Fire Marshall #2 – 17; Fire Marshall #3 – 0).
2. 6 investigations were performed and 0 complaints were answered.
3. Helge and Tim attended a City Fire Facts Training Session at Seton Hall.
4. Vehicle 11-3-4 had a battery condition installed. Seems to have fixed the problem.
5. Status of computer system and getting everybody set up on the Cloud was discussed.

#### Action Items:

1. Helge to reach out to Jay regarding the cloud based NFRS program.

## Communications

No Communications to report.

## Bills

A motion was made by Commissioner Sandlev to pay all bills. The motion was seconded by Commissioner Lisoski. All Commissioners were in favor.

## Alarms & Pagers

Steve Freeman provided his monthly report to the Board.

Report Items:

1. Steve has been working with Red Hook regarding the auto resetting.

Action Items:

1. Steve to continue working with Red Hook to get problem resolved.

## House Report

Steve Freeman provided the monthly report in Roy Sandklev's absence.

Report Items:

1. Repairs to be done on broken pipe at House 2; wall will need to be opened in order for the repair to be done.
2. House inspections will be coming up soon. Preparations to be made.
3. There are chips in the new floor in the Truck Room at House 1.
4. Server needs to be replaced.

Action Items:

1. Cleaning to be done for inspections.
2. Joe Rischak to contact flooring company to fill in/repair chips in Truck Room floor.
3. John Trela to contact Peter Tom to set up a meeting for January 24<sup>th</sup> to discuss replacing the server.

## Water & Hydrants Report

No Updates to Report

## Truck Report

Joe Rischak provided his monthly report to the Board.

### Report Items:

1. 11-1 is currently out of service. A major pump overhaul is being done. It should be back on Friday.
2. 11-3 will be going out for oil and filter changes.
3. Ladder will be scheduled for ladder test and maintenance.

### Action Items:

None

## Fire Prevention

No Updates to report.

## Per Diems/Work Crew

Helge Nordveit provided his monthly report to the Board.

### Report Items:

1. The main issue that is being faced right now is the candidates not meeting the requirements for Fire II.
2. Interviews will be scheduled for Monday, January 29<sup>th</sup>.
3. Nine applicants are in the background check phase.
4. Resolution(s) to be prepared for hires.
5. Three applicants have requested reimbursements.

### Action Items:

1. Helge to discuss the Fire II requirements with Chief Wertz.
2. It is to be decided if there will be one Resolution for hires or if there will be individual Resolutions for each hire.

## Unfinished Business

No Unfinished Business to Report.

## New Business

### Report Items:

1. A vote of the Board was taken to adopt the 2018 Budget; all Commissioners were in favor.
2. It was announced that Craig McKenzie has stepped down as President of the Fire Company. Mark Farese will take over and Ron Grossberndt will assist.

### Action Items:

None

## Treasurer's Report

John Trela was not in attendance, no report was given.

### Report Items:

None

### Action Items:

None

Cash Balance - \$1,542,333.74

A motion to adjourn and move into a closed session was made and seconded. Meeting adjourned at 7:35 pm