

Iselin District #11
Board of Fire Commissioners
June 13, 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 June 13, 2018 at 7:05 p.m. Roll call was taken. Commissioners in attendance: Freeman, Rischak, Sandklev and Trela. 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 May 9, 2018 meeting. The motion was seconded by Commissioner Trela.

Chief's Report

Chief Chris Wertz provided his monthly report to the Board.

Report Items:

1. 41 Calls for the month and 6 men low on percentages. Percentages showed an improvement over last month.
2. Research was done on tag colors being used in the township did not help. Will go with the original color that was proposed.
3. Chief requested an incident command vest set
4. A revised Response Procedure has been posted
5. Four Per Diems to be scheduled for Pakistani and Indian Day Parades in August.

Action Items:

1. Chief to provide names for tags to John Trela for him to place the order and have them engraved.
2. John Trela to order incident command vest set.

Fire Official's Report

Fire Official Nordveit provided his monthly report to the Board.

Report Items:

1. May/June Statistics: 3 Life Hazard Inspections and 36 Non-Life Hazard Inspections performed (Fire Inspector #1 – 5; Fire Inspector #2 – 31)
2. Fire Inspector Drana attended two trainings
3. Fire Bureau vehicles running well.
4. Fire Official Certification received by Fire Inspector Drana
5. This year's Fire Prevention slogan is "Look, Listen, Learn, Be Aware...Fire Can Happen Anywhere"
6. Discussed fine collection from last Pakistani Day Parade

Action Items:

None

Communications

None

Bills

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

Alarms & Pagers

Steve Freeman provided his monthly report to the Board.

Report Items:

1. New mother board has been installed and the chimes changed to 15 minutes. Testing has not been done yet.

Action Items:

1. Testing of chimes to be done.

House Report

Roy Sandklev provided the monthly report to the Board.

Report Items:

1. Generator at Headquarters needs a fuel pump and the one at House 2 needs wires. Oil has been purchased.
2. Roy to meet with cleaning company to discuss the poor job they have been doing
3. Thumb print locks have been installed and are operational. Ryan and a few per diems are set up but cannot use it because the strike plate needs to be repositioned.

Action Items:

1. Strike plate for thumb print lock to be repositioned.

Water & Hydrants Report

1. Waiting for hydrant on New Dover & Middlesex to be lifted.
2. Hydrant outside Headquarters is tight to open.

Truck Report

Joe Rischak provided his monthly report to the Board.

Report Items:

1. Valtech has room in July for body work; Joe to call to find out how long they would need to keep it to complete
2. Issue with speaker in rear compartment of Rescue unit; Fire & Safety will not repair. Chris will look at it.
3. 11-1 Air horn is not right.

Action Items:

None

Fire Prevention

1. Campaign theme "Look, Listen, Learn, Be Aware...Fire Can Happen Anywhere"
2. Date set for October 7th; orders can be placed

Per Diems/Work Crew

Helge Nordveit provided his monthly report to the Board.

Report Items:

1. "When to Work" is working well
2. Training is progressing
3. Two per diems are hung up on medical clearance
4. Two men need to be fit tested
5. Helge provided pricing for golf shirts; 36 will be ordered
6. Ball caps were okayed to wear as long as all the caps are the same and the only hat that is worn.
7. Scheduling is done two weeks in advance

Action Items:

1. BBQ grill to be purchased
2. Old gear to be boxed up and removed

Unfinished Business

1. Call was made for bay doors to be checked for alignment
2. Parkway chains had to cut again. 50 new keys will be delivered to Laura tomorrow. Steve will get nine keys from her.

Joint Boards

Report Items:

Nothing to Report

Action Items:

None

New Business

Report Items:

1. Audit reports received
2. Two roof quotes received; Fritz Construction came in the lowest at \$13,880 (the other quote was \$24,850); A resolution will be drawn up
3. Discussed renovating the Fire Prevention Office and the Radio Room at Headquarters. Joe will give the name of an architect to Helge
4. The gentleman who is doing the IT work will soon be able to complete the server installation as his wife is better
5. Applications for three new volunteers were received. Two have been interviewed.

Action Items:

1. Resolution for roof to be drawn up
2. Helge to contact architect for the renovations

Treasurer's Report

John Trela provided his monthly report to the Board.

Report Items:

1. John asked Chief to make sure the men know to put receipts for food orders in the box downstairs.

Action Items:

None

Cash Balance - \$1,352,175.25

A motion to adjourn and move into a closed session was made and seconded. Meeting adjourned at 8:15 pm.