



BOARD OF FIRE COMMISSIONERS

DISTRICT No. 11

20 AUTH AVENUE

ISELIN, N. J. 08830

MINUTES - June 8, 2016

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 8, 2016 at 7:06 p.m. Roll call was taken. Commissioners in attendance: Freeman, Lisoski, Trela, and Rischak. Commissioner Sandklev was absent from the meeting. Also in attendance were First Assistant Chief Ken Williamson and Fire Official Helge Nordveit.

A motion was made by Commissioner Trela to approve the minutes from the May 11, 2016 meeting. The motion was seconded by Commissioner Lisoski.

Chief's Report

May - 50 calls (25 for District #9); 3 men low on percentages

1. 11-3 to go to Raceway Park on Sunday; Officer have been picked to accompany
2. Chief's call scheduled for Friday night to prep for weekend and clean floors
3. Crew to be assembled for backup for District 9 Wetdown on Saturday
3. Knox boxes have been updated on engines; extra Knox boxes requested
5. 11-3 sensors have been repaired
6. 11-1 ladder rack back in service

Fire Official's Report

7 Life and 48 Non- Life Hazard Use Inspections performed. Two investigations were performed. No complaints answered.

Fire Inspector #1	25
Fire Inspector #2	16
Fire Inspector #3	14

1. 3-4 running well
2. Multiple classes were attended by Fire Official and Fire Inspector Meckler
3. Fire Inspector Meckler covered for Fire Official while he was away from May 14th to May 21st
4. Comments submitted to Technical Review Committee for a plan
5. Working on Right to Know reports - deadline 7/15
6. New computer screens scheduled to arrive tomorrow

Bills

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

Communications

None

Alarms & Pagers

1. Pricing to be looked into to upgrade the panel at House 2

Water & Hydrants

Progress

House

1. Sprinkler system has been started up for the season
2. Landscaping has been done
3. Upstairs bathrooms have been completed
4. Met with a carpenter to get pricing for mounting a Television in House 1 and removing wallpaper and painting and a plumber for a drainage ditch.

Fire Prevention

1. New vendor catalog was received. Fire Official will put together a list and have more information for the next meeting.

Trucks

1. Ladder - 5 year test completed; waiting for paperwork
2. All repairs issues have been completed in the past month
3. Air System fixed
4. Air packs have been tested

New Rescue

Progress

Joint Board

Progress

Unfinished Business

1. Second reading and adoption of a Resolution No. 060816 authorizing the creation and appointment of a paid position of Fire Service Business Administrator. The resolution was posted in the newspaper as required and voted on unanimously by the members of the Board.

New Business

1. Mike Rundy from District 9 has requested a meeting; June 21st or 22nd suggested
2. A meeting is to be set up with the IT person that does work in Avenel (Peter Tam)

Treasurer's Report

Cash Balance \$1,365,729.18

1. Waiting on hydrant and water bills
2. Money for new rescue has been put aside
3. Waiting on two pump bills for 2015 bills to be complete

There was no further business before the Board. The meeting was adjourned at 7:55 pm.

**BOARD OF FIRE COMMISSIONERS
ISELIN DISTRICT NO. 11
COUNTY OF MIDDLESEX
RESOLUTION # 060816**

**Authorizing Creation of Paid Position of Fire Service Business Administrator
And Appointment of Individual to the Position**

WHEREAS, there exists a need within Fire District No. 11 in the Town of Iselin, County of Middlesex, to create paid position entitled Fire Service Business Administrator to perform those duties as necessary; and

WHEREAS, The Commissioners of Fire District No. 11 in the City of Iselin, County of Middlesex have determined that they are desirous of creating said position.

NOW, THEREFORE, be it RESOLVED by The Board of Fire Commissioners of Fire District No. 11 in the Town of Iselin, County of Middlesex, as follows:

- (1) The position of Fire Service Business Administrator is hereby established.
- (2) The compensation of the Fire Service Business Administrator shall be \$20,000.00 annually to be paid monthly and the benefits and terms and conditions of employment for this position shall be as determined by the Commissioners and as otherwise mandated by New Jersey statutory law.
- (3) The Fire Service Business Administrator shall undertake any and all responsibilities and administrative obligations relative to the fire district as required and as directed by the Commissioners.
- (4) Helge Nordtveit is hereby appointed to the position until the annual reorganization meeting of the Fire District.
- (5) The Fire Service Business Administrator shall be under the supervision of the Commissioner as designated by the Commissioners pursuant to N.J.S.A. 40A:14-81.3.
- (6) This resolution shall take effect following final adoption and publication pursuant to New Jersey statutory law.

NOTICE is hereby given that the above resolution was introduced and passed upon first reading at a regular meeting of the Commissioners held on Wednesday, May 11, 2016 and will be considered for final passage at a regular meeting to be held Wednesday, June 8, 2016 at 7:00 p.m. at 20 Auth Avenue, Iselin NJ at which time and place any person wishing to be heard shall be given the opportunity.

PLEASE TAKE FURTHER NOTICE that copies of said resolution shall be made available to each person requesting a copy of same during the week prior to the second reading of this resolution and during the hearing concerning the same, and said copies may be obtained from the Commissioners.

By Order of the Board of Fire Commissioners
Iselin District No. 11