



BOARD OF FIRE COMMISSIONERS

DISTRICT No. 11

20 AUTH AVENUE

ISELIN, N. J. 08830

MINUTES – March 13, 2013

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 March 13, 2013 at 7:03 p.m. Roll call was taken. Commissioners in attendance: Freeman, Rischak, Lisoski, Sandklev and Trela. Also in attendance were Assistant Chief Tom Rugglio, Fire Official Helge Nordveit and Ron Grossberndt.

A motion was made by Commissioner Sandklev to approve the minutes from the February 13, 2013 meeting. The motion was seconded by Commissioner Sandklev.

Chief's Report

1. 7 men low on percentages. Chief to meet with men who are low by the end of March.
2. CPR Class will be held on April 13th
3. Chief is exploring the use of Merck's training building
4. Requested Fit Test machine for May
5. Followed up on request for a new desk. Board is aware of the request.
6. Requested a new computer for Officer's Room - Steve will place an order.
7. Requested an organizer for 11-1. Measurements to be taken and a layout to be prepared by Chief and Steve.
8. Requested a new marker board for Chief's office
9. Requested Chief's budget amount for 2013 - \$59,545.00
10. Called for pricing for console and light package for new Chief's vehicle; should have pricing by Friday.
11. AED pads for 11-3 will expire 8/13. Steve needs expiration dates on both styles of pads in order to order them.
12. New packs and bottles will be here by end of March. 1997 models to go because they are no longer compliant.
13. NJ Fire is picking up 3 packs and 3 bottles this week for repairs.

Fire Official's Report

1 Life Hazard Use Inspections and 50 Non-Life Hazard Use Inspections were performed.

No complaints; one investigation was performed.

Breakdown by Fire Marshall

Fire Marshall #1	17 Inspections
Fire Marshall #2	14 Inspections
Fire Marshall #3	20 Inspections

1. 11-3-4 running well
2. Received the resolution for the Indian Day Parade; to be held on Aug 11th
3. Printer problem at Bureau office
4. Ant problem at House 2 - Viking Exterminators to be called in.
5. Requested the bathroom at house 2 be kept cleaner; Board will talk to Houseman
6. Requested a new copy machine - Steve will look into this
7. Comcast will be installing a line at House 2 within the month.

Communications

None

Bills

A motion was made to pay all bills by Commissioner Sandklev and seconded by Commissioner Trela.

Alarms & Pagers

1. PLC to be ordered after upstairs is complete
2. Price for panel at House 2 to be gotten
3. Received Inspection report

Water & Hydrants

Progress

House

1. Insulation will be sprayed upstairs in hall tomorrow
2. Lights are on order for hall
3. Two estimates received for AC units for upstairs hall - \$16,500 and \$15,500. Roy to find out if they can have one thermostat to control all of them.
4. Pricing to be gotten for a new roof AC unit for downstairs.
5. Generator service contract done for House 2. Working on House 1.
6. Price for new drop-ceiling - \$5,900 from Westwood Construction
7. Painting - Richard Laprete to come in to give estimate for truck room, truck room floor and upstairs hall when completed.
8. New exit and entering sign to be ordered.
9. Back room by electrical panel and shed to be cleaned and organized.

Fire Prevention

Progress

Trucks

1. Truck reports are being done on time
2. Chief's truck ordered - approximately 4 weeks until ready
3. Radio to be removed from old truck and a quote to be gotten for a radio for the new truck
4. Lights for new vehicle need to be ordered by Monday (price to be given to Terri by April 1st - \$1,424.00)

Joint Board

A deal may be made with Port Reading - They would have to pay the outstanding balance in three payments plus the current amount. They will have to pay for a share of the smoke trailer.

Unfinished Business

1. Met with Comcast for both buildings

New Business

1. Reorganization - All positions and committees will remain the same; commissioners have been sworn in.
2. Information for audit has been gathered and is in a box behind Steve's desk for review by all.

Treasurer's Report

Cash Balance - \$1,541,295.17

John is putting together a spreadsheet to track the cost for repairs and insurance reimbursements to the engine.

A motion to adjourn was made by Commissioner Trela and seconded by Commissioner Sandklev. The meeting was adjourned at 7:45 pm.