



BOARD OF FIRE COMMISSIONERS

DISTRICT No. 11

20 AUTH AVENUE

ISELIN, N. J. 08830

MINUTES - January 13, 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 January 13, 2016 at 7:08 p.m. Roll call was taken. Commissioners in attendance: Freeman, Trela, Lisoski, Rischak and Sandklev. Also in attendance were Chief Chris Wertz and Fire Official Helge Nordveit.

A motion was made by Roy Sandklev to dispense with the reading of the December 9, 2015 minutes and approve them. The motion was seconded by John Trela. All in favor.

Chief's Report

1. Overhaul being done on training records - Chief has requested that all training records be submitted to him in order to create an Org Chart.
2. Chief's budget for 2016 - \$60,000
3. Restructuring of officers has not been completed yet. Duties will be assigned once completed.

Fire Official's Report

2 Life Hazard Use Inspections and 65 Non-Life Hazard Use Inspections were performed. One complaint was investigated and three investigations performed.

Breakdown by Fire Marshall

Fire Marshall #1	40 Inspections
Fire Marshall #2	27 Inspections
Fire Marshall #3	6 Inspections

1. 11-3-4 continues to run well
2. Comments sent to Zoning Board regarding the Parkway South Project
3. Report for Division of Fire & Safety is being worked on

Bills

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

Communications

None

Alarms & Pagers

1. Fire alarm panel in House 2 to be updated later in the year

Water & Hydrants

Progress

House

1. Bathroom refurb started upstairs
2. Elevator breaker has been repaired
3. Bay has been wired for backing system

Fire Prevention

Progress

Trucks

1. 11-3 to go to Fire & Safety in February - body is leaning 2 1/2" to one side. Will need to be lifted and re-shimmed
2. Battery in van is dead
3. Chief's vehicle - a relay may be installed to shut down everything except the computer system when not in service

New Truck

1. Meeting Friday the 22nd with Kevin and shelving guy
2. Trip to Wisconsin will be either the week before install or week after install
3. Old 11-3 has gone to Mountain, North Dakota

Joint Board

Progress

Day Crew

1. Helge Nordveit to be Business Administrator and manage the Day Crew
2. Rules & Regulations being reviewed and updated
3. Day Crew men will only deal with apparatus and truck bays
4. Day Crew to begin last Monday in January or first Monday in February
5. ADP to be contacted
6. Go to TD Bank if bank needs to be changed
7. Payments will be by direct deposit - no checks
8. Board has asked for assistance from Officer's

Unfinished Business

1. Computers- 4 desktop computers being replaced (Windows 7). John Trela will contact Comcast regarding Cloud Service
2. ESP Demo - February 27th, 8 pm
3. Pagers - 25 new pagers received and assigned

New Business

1. There is no cleaning person for hall upstairs - Discussed taking a deposit for rentals and giving back only if left clean
2. Resolutions Approved:
 - Adopted Budget - Voted unanimously
 - Mutual Services Agreement - All in favor
3. Budget has been approved by the State
4. ID cards have expired - machine will be in by next week

Treasurer's Report

No Treasurer's Report

1. Dispatch amount decreased
2. Hydrant fees Increased by \$100
3. Terri wants to close out 2015 by end of February

There was no further business before the Board. The meeting was adjourned at 8:27 pm.