

THE BOARD OF COMMISSIONERS OF FIRE
DISTRICT NO. 3
TOWNSHIP OF EAST BRUNSWICK, NEW JERSEY
MONTHLY MEETING



Meeting Minutes

Date & Time:	Tuesday, June 13, 2017
Location:	Colonial Oaks Firehouse
Facilitator:	Commissioner Bowne
Scribe:	Linda Nicholas
Meeting Objective:	Monthly Meeting

Attendees:	Status (Present / Absent)
Commissioner Edward Bowne	Present
Commissioner Thomas Duffy	Present
Commissioner Ryan Fenstermaker	Absent
Commissioner Scott Miller	Present
Commissioner David Wood	Present

MINUTES / NOTES

Meeting called to order at 19:33 by Commissioner Bowne.

Pledge of Allegiance was recited by all.

Commissioner Bowne read the Open Public Meeting Act as follows:

THIS MEETING IS BEING HELD IN ACCORDANCE WITH THE REQUIREMENTS OF THE OPEN PUBLIC MEETING ACT (L.1975, C.231, S.3-D) AND PURSUANT THERETO, A SCHEDULE OF REGULAR MEETINGS WAS ADOPTED AT THE MEETING OF MARCH 21, 2017, WHICH SCHEDULE WAS FILED WITH THE MUNICIPAL CLERK, PROVIDED TO THE HOME NEWS TRIBUNE AND THE SENTINEL, AS WELL AS POSTED IN THE MUNICIPAL BUILDING.

Commissioner Bowne indicated where the emergency exits are located.

Roll call was taken.

COMMITTEES

Riva Avenue Project (reported by Commissioner Duffy)

- Assistant Architect was present and talked about the changes to the design (Lally column is being removed). Commissioners looked over new plans with Danny.
- It was decided they will move forward with the changes and work out the payments.
- A copy of the original contract was given to Commissioner Miller at his request so he can review before the next special meeting to be held this Thursday, June 15th. This contract is labeled Doc A101.
- There are 10 change orders to be discussed. Commissioners would like to get ahead of things in preparation for that meeting.
- The permit package for the work is at Kurt Ludwig's office (the architect).
- Mr. Ludwig certifies that the work is done so the Commissioners know and the contractors can get paid.

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- The bond fee was paid in full. (Danny from Kurt Ludwig's office mentioned that this is not typical)
- They payment retainer has all been done as well.
- The contractor would like to go over the new plans with the architect. The architect firm is willing to do this so they know they understand the changes and there are no questions down the line.
- The gas line situation still needs to be addressed.

CORRESPONDENCE (reported by Commissioner Miller)

- Received letter about old truck.

INSURANCE (reported by Commissioner Duffy)

- List of vehicles was requested by Christine Gerbereux for the Workman's comp audit. Ken Skalla, engineer, agreed to give her what she needed.

LOSAP (reported by Commissioner Wood)

- Paperwork is completed. There was just one person that they missed but this was corrected last week.

TECHNOLOGY (reported by Commissioner Wood)

- Website renewal notice was missed.
- It cost \$75.00 to reserve the same website name as before.
- Commissioner Wood along with his son will rebuild the website again. Linda Nicholas will add the files back once it is complete.
- Invoices for the costs will be coming in soon. Still need to get a hosting site. Commissioner Wood does not think they will be using GoDaddy.com again.
- Commissioner Bowne hopes this will be back soon.

PUBLIC PORTION

Chiefs Report – reported by Chief Kevin Umbach

- There were 16 calls for the month of May.
- Total calls for the year so far is at 74.
- Plowing Issue: Chief Umbach met with Mayor Cohen. He said the meeting went well and is aware of the situation. The mayor said the township may be able to help with the major storms with the fire company being responsible for the lighter storms. The fire chief shared with the mayor the cost of a private plow person – he was shocked by the price.
- Out of this meeting came an invitation to Commissioner Wood to attend a Township meeting on the matter on July 5th @ 7pm.
- Chief stated that the 4th of July fireworks permits were signed by him along with the fireworks to be delivered during the County Fair in August on opening and closing nights.
- Firefighter training is scheduled for this Saturday.
- #904 and #909 both won 2nd place awards for best looking vehicles!

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Engineers Report - reported by Ken Skalla

- Please refer to report attached at the end of the minutes.
- Engine #901 had emergency repairs completed
- Estimate for rust repair on #903 comes to \$7,900 which includes the gold leafing. Without the gold leafing it comes to \$6922.50. Commissioner Bowne felt this should be done on the vehicle before it got worse. Commissioner Miller pointed out they should get an estimate on #902 to see if there would be a break in price to do both. Commissioner Duffy agreed to call the body shop to get a quote and see if they could get a combo deal.
- Commissioner Wood pointed out that the maintenance budget is light so there is room for this to be done. If needed they can always draw from contingency.
- Engineer confirmed all vehicles now have new tires and all suspension work has been completed.

TREASURY REPORT (reported by Commissioner Wood)

Beginning balance in account as of 05/12/17 was \$1,005,523.24. After deposit of interest \$80.42 and disbursements tonight balance is \$387,009.01.

(See attached reports for the breakdown of payments/disbursements)

Commissioner Duffy made a motion to pay the bills. Commissioner Bowne seconded the motion. All were in favor; it was so moved.

OLD BUSINESS:

- Commissioner Miller asked if the Richard Twomey radio situation was resolved. Commissioner Wood said no, however the reason is because they have not yet been able to get together. Commissioner Wood saw him last week and they were going to set up a date and time soon to finalize it all.

NEW BUSINESS

- Nothing new to report

Commissioner Duffy made a motion to end the meeting. Commissioner Miller seconded the motion. All were in favor.

Meeting adjourned at 20:35.

#	Action Item	Lead Resource	Target Date	Priority	Comments
1	Meeting between the builders and the architect to go over changes	Commissioner Duffy	6/15/17	High	
2	Vehicle list requested by C Gerbereux	Ken Skalla	ASAP	High	
3	Website – find a hosting site and then rebuild Commissioners website	Commissioner Wood	ASAP	High	

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4	Get 2 nd quote and see if a combo deal can be done for #902 & #903	Commissioner Duffy	ASAP	Medium	
5	Meeting with township about snow removal for 2017-2018 season	Commissioner Wood	7/5/17		Meeting invitation

Items / Issues to Discuss at a Later Time (Parking Lot):

#	Description
1	Rust repairs for #902 & #903
2	Sirens – Rich Twomey

Decisions / Agreements:

#	Description
1	
2	