

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



**Meeting Minutes**

<b>Date &amp; Time:</b>	Tuesday, July 10, 2018
<b>Location:</b>	Colonial Oaks Firehouse
<b>Facilitator:</b>	Commissioner Fenstermaker
<b>Scribe:</b>	Linda Nicholas
<b>Meeting Objective:</b>	Monthly Meeting

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

**MINUTES / NOTES**

Meeting called to order at 19:30 by Commissioner Fenstermaker.

Pledge of Allegiance was recited by all.

Commissioner Fenstermaker 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 13, 2018, 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 Fenstermaker indicated where the emergency exits are located.

Roll call was taken.

**CORRESPONDENCE (reported by Commissioner Miller)**

- Notice from Chevrolet regarding an important safety recall notice in accordance with the National Traffic and Motor Safety Act – vehicle involved is GMAC; recall #18156. It recommends scheduling an appointment with your Chevy dealer to fix a defect found in this vehicle
- Received vehicle registration for 1994 Water Truck.
- Motor Vehicle renewal application 2003 Truck (#902). Christine will take care of this.

**LOSAP (reported by Commissioner Fenstermaker)**

- Nothing to report this month

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**INSURANCE (reported by Commissioner Duffy)**

- Waiting for #903 to be inspected by Lee's to get it fixed after last month's incident
- Will be updating the membership list for insurance. Working with C Gerbereux on this.

**COMMITTEES**

**Riva Avenue Project (reported by Commissioner Duffy)**

- Progress is continuing.
- Next 2 weeks they should see a great amount of progress.

**PROFESSIONAL REPORTS**

**Chiefs Report (reported by Kevin Umbach)**

- There were 19 calls for the month of June.
- No issues with the fireworks at the Cultural Arts Center last Wednesday for the 4<sup>th</sup> of July. Parks & Recs were very happy with the event.
- County Fair will be held the first full week in August 6<sup>th</sup> – 12<sup>th</sup>. There will be fireworks again at this event.
- The Chief spoke to Chuck Garman at the 4<sup>th</sup> of July event regarding #903's accident and some bills he will be sending over to get paid.
- Hand tools - \$120 to purchase a small 2-2 1/2 ton wheel jack to mount onto the rescue truck to use for extrication. They are going with one from Harbor Freight that came with good recommendations.
- The director of Crystal Springs reached out the Chief today to find out who the Defined Space Team is. The sewer department let their training lapse so there is no one in town that is trained on it anymore. The chief reached out to Station #23 in Monroe to see if they could reach an agreement to be called upon should District #3 be tonned out for a reported confined space incident in one of the chlorine pits. If it turns out they are not needed, then they will cancel the call and they can turn around.
- Chief brought the portable engineers radio to the Pinnacle rep who was at police headquarters recently. A review was done of it and he was told it must be sent out to Motorola directly to be fixed. An account must be set up online in order to send it out for repairs. Cost is a flat rate of around \$450.00. It should be returned within a week. The radio will get fixed however Commissioner Wood would like the Chief to look into new radios. Chief Umbach said it would be great if they can find a person to write a grant to get new radios. Commissioner Wood is in the process of setting up the Motorola online account to get the radio sent out for repair.

A motion was made by Commissioner Wood to purchase the wheel jack for \$120.00 out of the tools budget. Commissioner Miller seconded it. All were in favor; it was so moved.

**Engineers Report (reported by Ken Skalla)**

- Replacement hoses were ordered for the 5" hoses. This will replace the pieces that failed
- #901 – window was repaired and working well now. It had fallen off the bracket inside the door.
- #902 – rear marker light needs to be replaced. Fire & Safety is currently completing the annual service on this vehicle and #904. Once this is completed the light will be replaced on #902 and list of recommendations will be presented to the Commissioners on their findings for these vehicles and placed into a priority basis.
- #903 – Engine is short 1-500' length due to failures. The damaged side right hose well was removed-in house and they are awaiting insurance amount to fix that.
- #906 – right tire was fixed. Always going flat.

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**PUBLIC PORTION**

Commissioner Fenstermaker opened the meeting up to the public. There was no one that stepped forward to speak.

**TREASURY REPORT (reported by Commissioner Wood)**

Beginning balance in account as of 7/10/18 after a deposit of \$645.81 plus a second quarter payment from the township of \$179,923.05 the balance is \$1,037,042.31. After disbursements tonight, the balance is \$950,089.25.

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

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

Note that there was also a check received for \$300.00 that went to the fines account.

**OLD BUSINESS:**

- Nothing to report.

**NEW BUSINESS**

Commissioner Miller made a motion to send something to Commissioner Bowne in the hospital once he is stabilized. He requested an approval of \$100 so Chris can purchase something on their behalf for him. Commissioner Duffy seconded that motion. All were in favor; it was so moved.

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

Meeting adjourned at 19:55.

#	Action Item	Lead Resource	Target Date	Priority	Comments
1	Chris Gerbereux to purchase a get-well gift for Commissioner Bowne	C Gerbereux	As soon as he is stable.	high	
2					

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

#	Description
1	New portable radios to replace what they have now as they are no longer being made. Possible grant to be written for them.
2	

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**Decisions / Agreements:**

<b>#</b>	<b>Description</b>
1	Motion approved to purchase wheel jack for \$120.00
2	Treasury Report
3	Engineer's Motorola radio to be sent away to be fixed.
4	Purchase of a get-well gift for Commissioner Bowne while in the hospital. Not to exceed \$100.00

Brookview Volunteer Fire Company  
Monthly Engineer Report  
July 2018

General Items:

Replacement 5" hose ordered.

Annual Service still in progress; 901 & 903 completed.

901 2009 Pierce Engine:

Front tires to be replaced.

Driver's side window regulator repaired.

902 2003 Pierce Engine

Rear Marker light needs replacement, waiting for annual service.

R/R warning light bulb replaced.

903 1997 Pierce Engine

Engine is short one (1) 100ft 5" hose length and front supply hose.

Damaged right side hose well removed and in process of being replaced. Members be aware of exposed step framing until new temporary cover is made.

904 2016 Pierce Rescue Truck

905 1994 Ford F 250 Water / Ice Rescue Truck

906 1994 Ford Bronco Utility Truck

Valve stem replaced on r/r tire.

907 1972 Dodge Brush Truck

908 2016 Chevrolet Tahoe

909 2016 Ford F250

912 1994 Ford F250 Pick Up

## East Brunswick Fire District #3

8/6/2018 10:24 PM

Register: TD Bank

From 06/13/2018 through 07/10/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
06/15/2018			Interest Income	Interest		X	645.81	857,119.26
07/10/2018			Tax Revenue	2Q payment			179,923.05	1,037,042.31
07/10/2018	1871	Brookview Vol. Fire ...	6346- Vehicle M&R	Reim for 902(6...	87.91			1,036,954.40
07/10/2018	1872	V.E. Ralph & Son, Inc	6320 Equipment M&R	INV#360536(6...	690.00			1,036,264.40
07/10/2018	1873	Twp of East Brunswi...	6328 Fuel	Fuel June 2018...	521.28			1,035,743.12
07/10/2018	1874	Verizon Wireless	6236 Office Expenses	INV#9809810...	80.02			1,035,663.10
07/10/2018	1875	McNeil & Co., Inc.	6330 Insurance - Other	INV#2988412...	3,081.06			1,032,582.04
07/10/2018	1876	Safe ID Card System...	6236 Office Expenses	INV#3560(6236)	35.00			1,032,547.04
07/10/2018	1877	Safe ID Card System...	6236 Office Expenses	INV#3540(6236)	35.00			1,032,512.04
07/10/2018	1878	Collin Speczio	6346- Vehicle M&R	Reim 1 valve st...	15.00			1,032,497.04
07/10/2018	1879	Fire & Safety Service...	6346- Vehicle M&R	INV#SI18-120...	1,556.79			1,030,940.25
07/10/2018	1880	Richard M. Braslow	6246 Professional Serv...	INV#19710(62...	36.00			1,030,904.25
07/10/2018	1881	George Logan Towin...	6346- Vehicle M&R	INV#G9942(6...	1,200.00			1,029,704.25
07/10/2018	1882	George Logan Towin...	6346- Vehicle M&R	INV#G9917(6...	630.00			1,029,074.25
07/10/2018	1883	Witmer Public Safety...	6312 Equipment Purch...	INV#E173398...	112.95			1,028,961.30
07/10/2018	1884	Witmer Public Safety...	6312 Equipment Purch...	INV#E173398...	164.74			1,028,796.56
07/10/2018	1885	All Hands Fire Equip...	6320 Equipment M&R	INV#11911(63...	297.00			1,028,499.56
07/10/2018	1886	The Design Collabor...	6640 Riva Ave Project	INV#17474(66...	3,955.00			1,024,544.56
07/10/2018	1887	Solitario & Tierney P...	6246 Professional Serv...	INV#21119(62...	8,500.00			1,016,044.56
07/10/2018	1888	Christine Gerbereux	6236 Office Expenses	Reim Stamps(6...	50.00			1,015,994.56
07/10/2018	1889	Board of Fire Commi...	6236 Office Expenses	1/3 Cost eDisp...	486.00			1,015,508.56
07/10/2018	1890	Christine Gerbereux	6250 Admin Service	INV#247(6250)	276.00			1,015,232.56
07/10/2018	1891	J & M Quality Contr...	6640 Riva Ave Project	Application#15...	64,367.31			950,865.25
07/10/2018	1892	Kurt Ludwig, AIA	6640 Riva Ave Project	INV#11-2981(...	776.00			950,089.25