

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



MONTHLY MEETING

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**Meeting Minutes**

<b>Date &amp; Time:</b>	Tuesday, July 9, 2019
<b>Location:</b>	Colonial Oaks Firehouse
<b>Facilitator:</b>	Commissioner Bowne
<b>Scribe:</b>	Linda Nicholas
<b>Meeting Objective:</b>	Monthly Meeting

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

**MINUTES / NOTES**

Meeting called to order at 19:39 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 12, 2019, 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.

**CORRESPONDENCE (reported by Commissioner Miller)**

- There is no correspondence this evening.

**INSURANCE (reported by Commissioner Duffy)**

- Nothing to report this month.

**LOSAP (reported by Commissioner Wood)**

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- Nothing to report this month.

**COMMITTEES**

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

- Nothing to report this month.

**PUBLIC PORTION**

**Chiefs Report – reported by Asst Chief Umbach**

- There were 10 fire calls for the month of June.
- July 4<sup>th</sup> was the annual township fireworks at the Cultural Arts Center. Went well. No issues.
- Informed by Fire Inspector Katora that one of the owner's children of the Park Chateau Estate and Gardens will be getting married in September and would like fireworks at their wedding. Should be hearing about that in the near future.
- The POSHA inspection is getting finalized.
- County Fair is coming up next month
- Fire ground radios are here and engraved and programmed. Chief Umbach has to tweak the programs a bit. The radios should be in service on engine #902 by next week. These were purchased with encumbered monies from the 2017 & 2018 budget.
- Looking into writing a grant to upgrade other radios – North Brunswick wrote up a grant and was successful. Chief Umbach will be reaching out to the person who wrote it up to see if they can help us write one.
- Helmet lights came in and were engraved. They were also issued out.

**Engineers Report - reported by Ken Skalla**

- Annual service is in progress. #901 and #903 were completed yesterday and today. So far minor repairs on both engines need to be done. Engine #902 should be done by either Thursday this week or Tuesday of next week.
- #901 – replaced the 25' drivers side supply lines that failed. The rest of the failed lines were ordered and not in yet. Once in they will be replaced. The original tires on this engine will be replaced this upcoming month. They have some cracks on the outside rims – these are the original tires.
- #903 – replaced the 25' drivers side supply lines that failed on this engine also. The rest of the failed lines were ordered and not in yet. Once in they will be replaced.
- #907 – Brush truck was put out of service by the chief.
- #909 – left front driving light is out. The assistant chief will take this to East Coast lighting to get it replaced since it's under warranty.

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**PUBLIC PORTION**

- Nothing to report.

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

Beginning balance in account as of 6/17/19 is \$ 163,628.36. There were 2 deposits - \$6,581.64 (insurance duplicate payment returned) and \$191,030.18 (second quarter payment from the township). After tonight's disbursements, balance as of today is \$335,770.76.

Two accounts are in the red at this time. Elections (Account #6224) is over by \$1,342.38 and Legal Display and Advertising (Account #6230) is over by \$15.24.

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

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

**NEW BUSINESS**

- Nothing to report.

**OLD BUSINESS:**

- Commissioner Wood stated a new washing machine was purchased for Riva Ave at \$13,000. They hired an electrician to install it. Commissioner Wood would also like to purchase pedestal fans and a commercial dehumidifier for the wash room. He stated that right now, it is not in the budget to purchase a dryer right now so he is hoping that the fan and the dehumidifier could work in the meantime. It would be around another \$1,500.00 to purchase this equipment.

Commissioner Duffy made a motion to put aside \$2,000 to purchase these items. Not exceed this amount. Commissioner Miller seconded that motion. All were in favor; it was so moved.

- Commissioner Bowne brought up getting rid of the old generator. Commissioner Wood said he is not prepared to discuss this but thought it was a good idea. Commissioner Duffy thought we should get rid of it while we can get some money for it. They are considering putting it up on Gov Deals. They would like to put a reserve on it. Commissioner Wood will look into who paid for it – the commissioners or the fire company. Commissioner Wood is going to ask Larry if he remembers who purchased it.

Meeting adjourned at 20:10.

#	Action Item	Lead Resource	Target Date	Priority	Comments
1	Look into getting a grant written for new radios	Chief Umbach	By next year	Medium	
2	Truck inspections / new tires for #901	Ken Skalla	By next mtg	Medium	

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3	Purchase pedestal fans and a commercial dehumidifier for Riva Ave Washroom	Comm Wood	ASAP	High	
4	Who purchased the old generator?	Comm Wood	ASAP	Low	So, when it is sold, they know who gets the funds.

**Items / Issues to discuss at a future meeting (Parking Lot):**

#	Description
1	

**Decisions / Agreements:**

#	Description
1	