

BOARD OF FIRE COMMISSIONERS

Tinton Falls Fire District #1

2 Volunteer Way

Tinton Falls, NJ 07753

Minutes of Regular Meeting on March 26, 2013

The meeting of the Board of Fire Commissioners was called to order by President Hawkins at 8:00PM.

President Hawkins advised the Board that all requirements of the Open Public Meeting Laws have been met.

Roll Call

Hawkins-Present, Chervinsky-Present, Bowles-Present, Moreno-Present, Donohue-Present,
Richard Braslow, Esq.-Present

Swearing in of Commissioners Donohue and Chervinsky

Commissioners Donohue and Chervinsky sworn in by Richard Braslow, Esq. Oath of Office forms for the new commissioners were sent out, but not received. Mr. Braslow to resend them.

Executive Session

President Hawkins requested the Board go into a closed Executive Session to discuss commissioner personnel assignments. Motion made by Commissioner Bowles, Seconded by Commissioner Donohue. All – Yes. Motion passed.

Executive Session completed. Motion made by Commissioner Bowles to continue with Regular Meeting, Seconded by Commissioner Moreno. All – Yes. Motion passed.

Commissioner Personnel Assignments

Mr. Braslow presented the Personnel Assignments as follows:

President – Commissioner Hawkins

Vice-President – Commissioner Chervinsky

Treasurer – Commissioner Bowles

Secretary – Commissioner Donohue

5th Commissioner (Asst. Secretary/Treasurer) – Commissioner Moreno

Motion by Commissioner Moreno to accept the personnel assignments, Seconded by Chervinsky, All – Yes. Motion passed.

2013 Resolutions

Mr. Braslow presented the 2013 Tinton Falls Fire District 1 Resolutions as follows:

1-13 Closing of Meeting Pursuant to Open Public Meetings Act

2-13 Authorizing Appointment of Accountant and Auditor for the 2013-2014 Year

3-13 Authorizing Appointment of Attorney for the 2013-2014 Year

- 4-13 Adoption of Cash Management Plan
- 5-13 Authorizing Regular Meeting Schedule for the 2013-2014 Year
- 6-13 Designation of Official Newspapers for Publications for the 2013-2014 Year
- 7-13 Authorizing Approval and Payment of Claims
- 8-13 Designating Surety Bonding for Commissioners

Motion made to accept the 2013 Resolutions made by Commissioner Bowles, Seconded by Commissioner Chervinsky, All – Yes. Motion passed.

Recognition of Fire Officers

Motion made by Commissioner Hawkins to recognize the elected fire officers as fire company representatives. Seconded by Moreno. All – Yes. Motion passed.

Reading of Minutes from February Meeting

Reading of minutes to be carried to next meeting.

Treasurers Report

Commissioner Bowles read the Treasurer's Report.

Commissioner Chervinsky questioned splitting the bill for Quality Communications repeater repair with Fire District 2. Half of the bill will be paid by Fire District 2, a copy will be sent to them.

Motion made by Moreno to accept the report and pay bills read, Seconded by Chervinsky. All – Yes. Motion passed.

Air Power International Bill

Commissioner Hawkins questioned a bill left in his mailbox from Air Power International. Per Commissioner Chervinsky there is a service contract with this company. Payment will be held until Commissioner Hawkins investigates further.

Pine Brook Fire Company Chief's Report

Chief Harris reports the fire company is terminating the membership of Firefighter Glenn Conover due to not meeting minimum requirements. A letter of intent was sent to FF Conover by Ex-Chief Rock last year with no response. Chief Harris has sent an additional letter requesting response within 30 days with no response. Chief Harris has requested he return his issued equipment and requested FF Conover's Access Key be turned off. Commission Hawkins advised Chief Harris if all equipment is not turned in, a letter from the Fire District will be sent to FF Conover. FF Conover's access key will be turned off at the conclusion of this meeting.

Cooper Power Service Contract

Commissioner Chervinsky presented a service contract renewal request to the Board for approval. Contract to be review by the Board.

Old Business

Commissioner Hawkins discussed claim investigation from Selective Insurance in reference to an ex-Wayside member making fraudulent injury claims. The Board and Wayside Fire Company are continuing to cooperate with the investigation.

New Business

Chief Neis stated a purchase order will be sent to the Fire District for an upcoming drill on April 7th at the Middlesex County Fire Academy.

Chief Neis stated he has requested a sample of a cleaning product for turnout gear and equipment. It is possible that the Board may see a bill for \$88.00. The Board will review once it is received.

Captain Wright requested the Board's approval to loan old ISI Air Packs from Pine Brook Fire Company to Tinton Falls Fire District 2. Capt. Wright advised to contact Dist. 2 Commissioner Tobin to determine how to proceed.

Captain Wright requested a review of member's access privileges to Pine Brook Fire Company's I Am Responding System. Names of those in question to be reported to the Board by Captain Wright.

Chief Harris turned in an updated equipment request list to the Board.

Commissioner Hawkins discussed a proposal made to the Board from Premium Recovery Group. Proposal to be reviewed by the Board.

Commissioner Hawkins confirmed receipt of approval from the Department of Community Affairs that budget has been approved.

The Board received a ISO questionnaire that needs to be reviewed by the fire chiefs. Copies will be distributed to both fire company chiefs.

Commissioner Hawkins discussed outstanding unpaid invoices recently received. Items to be discussed with Commissioner Bowles.

The Board discussed Fire District 2 Commissioner Tobin's proposal presented in the workshop meeting. The proposal raised several questions that need to be answered before it can be considered.

Captain Wright announced Pine Brook Fire Company beginning a recruitment drive and inquired where Wayside FC had signs made. Commissioner Chervinsky suggested he contact Powerhouse Graphics in Red Bank.

Commissioner Bowles discussed the Fire District's web site. Web site to be up and running in approximately 2 weeks. The designer will attend a District Meeting to discuss the web site.

Adjournment of Meeting

Motion to adjourn made by Commissioner Bowles, Seconded by Commissioner Moreno. All –
Yes. Meeting adjourned.

Submitted By: _____
Sean T. Donohue, Secretary