



## Board of Fire Commissioners

Tinton Falls Fire District # 1

2 Volunteer Way

Tinton Falls, NJ 07753

Telephone: (732) 493-1574 Fax: (732) 493 – 1579

[Commissioners@TintonFallsFireDistrict1.com](mailto:Commissioners@TintonFallsFireDistrict1.com)

[www.TintonFallsFireDistrict1.com](http://www.TintonFallsFireDistrict1.com)

President  
Andrew Calvo

Vice President  
Justin Kingston

Secretary  
Samuel Hawkins

Treasurer  
Carl Bowles

Asst. Secretary/Treasurer  
Cary Costa

## **REGULAR MEETING MINUTES**

### **OCTOBER 17, 2019**

#### **CALL TO ORDER**

The Meeting of the Board of Fire Commissioners was called to order by President Calvo at 7:30 p.m.

#### **ANNOUNCEMENT**

Attorney Braslow advised the Board that all requirements of the Open Public Meeting Laws have been met. Pursuant to the Public Meeting Act of Chapter 231, Public Law 1975, adequate notice of this meeting has been met by advertising in The Coaster and The Two River Times, and by posting on the bulletin board in the Tinton Falls Borough Hall and placed on file with the Borough Clerk 48 hours prior to this meeting.

#### **ROLL CALL**

Bowles- present      Calvo-present      Costa- present  
Hawkins-excused      Kingston- by phone      Attorney Braslow- present

#### **APPROVAL OF THE PREVIOUS MINUTES**

Motion to approve the Workshop and Regular Minutes from September 19, 2019 was made by Commissioner Bowles and seconded by Commissioner Costa. All in favor.

#### **TREASURER'S REPORT**

Report for October bills was submitted by Treasurer Carl Bowles. Total bills for the month are \$33,332.90. October bills include:

First Priority Emergency Vehicles- \$2,957.50 Maint/Repairs to 2-85

All Alert Corp.- \$2,724.00 Materials for Fire and Safety Week

NJ American Water Co.- \$15,513.15 Hydrants

Defender- \$2,194.18 Repairs to 2-90

Defender- \$1,149.59 Repairs to 2-90

Skylands Fire Equipment- \$1,323.64 Junior Firefighter Gear

Motion to pay October's bills was made by Commissioner Costa and seconded by Commissioner Kingston. All in favor.



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### **CHIEF'S REPORT**

Done in Workshop Meeting.

### **DEPUTY CHIEF'S REPORT**

Done in Workshop Meeting.

### **COMMUNICATIONS**

Reggie Wright from Pine Brook submitted paperwork to the Commissioners regarding two recruitment ideas. One being having a banner at the Tinton Falls little league field for the season for approximately \$400.00. The other was advertising on Brookdale College radio station. Commissioner Calvo stated he thought the banner at the baseball field was a good idea because it's target will be Tinton Falls residents. The radio ads would be broadcast to too large of an area for what we need. We will look into this and consider doing it in 2020.

### **OLD BUSINESS**

**SOP for Vehicle Maintenance-** Commissioner Calvo stated this is not yet finished.

**Job Description for Part Time Administrator-** Discussed in Workshop Meeting. Commissioner Costa asked that it be tabled until 2020.

**Firefighters Quarterly Stipend-** Commissioners discussed firefighter stipends would be retroactive back to January 1, 2019. Discussion on firefighters receiving a 1099 every year versus putting money into a "457". Commissioner Kingston stated that as far as the Officers Stipend, he still needs more information that he has asked for and hasn't yet received. It was decided that he and First Lieutenant Kyle Williams will get together and rectify.

### **NEW BUSINESS**

**Discuss the budget for November-** Commissioner Calvo stated that our Insurance expenses were over by \$30,000.00, and our Supplies and Maintenance expenses were over by \$26,000.00. We will adjust our budget for next year accordingly. Overall we are still under budget for the year. November's meeting we will introduce the 2020 Budget and we will approve it in December. Commissioner Calvo stated that in 2020 we will be purchasing a new apparatus for approximately \$850,000.00, which will be paid in cash. Commissioner Costa stated that each Fire Company should submit a list of what we will need to buy in 2020 for Budget purposes. Tuesday December 3<sup>rd</sup> at 7:30 P.M. we will swear in new Commissioners and reorganize.

**Treadmill-** Commissioner Calvo stated that he is meeting with the company Fitness Lifestyle, who are under State Contract, tomorrow, and will proceed with getting quotes.



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**Thermal Imaging Cameras-** Discussed in Workshop Meeting.

**3-77 Lighting LED Upgrade-** Discussed in Workshop Meeting.

Resolution to upgrade the lighting on 3-77 and also to purchase 4 thermal imaging cameras was made by Commissioner Kingston and seconded by Commissioner Costa. All in favor.

**By- Law Changes-** Discussed in Workshop Meeting. Motion to approve By- Law changes was made by Commissioner Costa and seconded by Commissioner Bowles. All in favor.

**One Year Contracts-** Administrative Assistant and Training/Compliance Officer will be under one year contracts starting in 2020. We will make a Resolution at the December Meeting along with Attorney, Auditor, Accountant, etc.

**November 12, 2019 Presentation to the Borough-** Commissioner Calvo stated that District #2 has done a presentation to the Borough Council. The Borough has since asked if District #1 would like to do one. Commissioner Calvo will make that presentation on Tuesday November 12<sup>th</sup>, 2019 at the 7:30P.M. monthly Borough Council Meeting.

### **TRAINING/COMPLIANCE OFFICER**

Training/Compliance Officer James Ogle submitted his monthly written reports. He stated that we need to find a reliable small tool repair company. He also stated that he is now contracted by District #2 for Training.

### **PUBLIC COMMENT**

First Lieutenant Kyle Williams had questions about Fire Prevention Week expenditures, and asked to see a copy of the bill, which was given to him. He also stated that he will be holding two programs at Wayside Firehouse. One on October 24, 2019, from 9:00A.M. to 12:00P.M., for Fire Prevention for a Pre-K group. The second on November 30, 2019, from 9:00A.M. to 12:00P.M., for an Extrication Class for a Jersey Shore EMT program. Commissioners let him know he will need waivers for Certification of Insurance for each group.

First Lieutenant Williams also asked about the decals on the firetrucks, we need to get them all to be uniform according to the by-laws. Commissioner Costa told Lieutenant Williams and the rest of the firefighters present to bring their choice of which design they like the best up at the next Fire Company Meeting and get back to us at the next District Meeting. If we have to change the by-laws we can. Commissioner Costa also stated that he would like to see a Fire Company vote on the new firetruck to see that all are in agreement on the details of the truck.

### **ADJOURNMENT**

Motion to adjourn was made by Commissioner Costa and seconded by Commissioner Bowles. All in favor. Meeting was adjourned at 8:27P.M.