

# TINTON FALLS FIRE DISTRICT #1

## REGULAR MEETING MINUTES

MARCH 27, 2023

**CALL TO ORDER-** The Regular Meeting of the Board of Fire Commissioners was called to order by President Harris at 7:36 pm.

**ANNOUNCEMENT-** Attorney Braslow advised the Board that all requirements of the Open Public Meeting Laws had been met. Pursuant to the Public Meeting Act of Chapter 231, Public Law 1975, adequate notice of this meeting had been met by advertising in The Coaster and The Asbury Park Press, 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-** Estelle – phone      Furman – absent      Harris – present

Mack – absent      Matthews-present      Attorney Braslow- phone

**APPROVAL OF THE PREVIOUS MINUTES-** Motion to approve the minutes of the Workshop Meeting Minutes and Regular Meeting Minutes from February 16, 2023, was made by Commissioner Estelle and seconded by Commissioner Harris. All present at the February meeting approved the minutes.

**TREASURER’S REPORT-** List of bills was submitted in the amount of \$76,972.00. Motion to pay the bills was made by Commissioner Estelle and seconded by Commissioner Matthews. All present in favor.

**CHIEF’S REPORT-** Continued discussion from Workshop Meeting. Attorney Braslow will draw up a resolution for disposal of surplus gear as per Chief Williams list. Commissioner Estelle made a motion to donate 17 pieces of surplus gear to Sea Bright Fire Rescue and remainder surplus gear to 911 Fund as per the submitted list. Motion seconded by Commissioner Matthews, all present in favor.

Motion made by Commissioner Matthews to approve the equipment list submitted by Chief Williams to include rope bag, lithium-ion batteries, replacement chain saw chain; and to approve training classes at the local fire academies. Motion seconded by Commissioner Estelle, all present in favor.

Discussion held on training quotes received from Chief. Discussion was held on the different types of training listed in quotes. Motion made to approve the training quotes received from Safety & Survival Training, LLC for FF Command and Operations, and annual training from Superior Fire & Emergency Response Training. Further training will be discussed in future. Motion seconded by Commissioner Estelle, all present in favor.

Discussion was held on request for District firefighters to attend the Fire Expo in Harrisburg, PA on May 20, 2023. Motion made by Commissioner Matthews for the Board to approve expenses not to exceed \$3000 for Fire Expo expenses. Motion seconded by Commissioner Estelle, all present in favor. As per Attorney Braslow, all receipts for any expenses must be handed in to District for reimbursement.

## **OLD BUSINESS**

Medical Director – discussion continued on medical director for the District. Motion made by Commissioner Matthews to approve the quote/services from Dr. Matthew Letizia in the amount of \$2000. Motion seconded by Commissioner Estelle, all present in favor. A resolution will be drawn up for this professional service.

Numerous quotes for repairs/maintenance to exterior of building were reviewed. Discussion followed on same.

Motion made by Commissioner Matthews to approve the TruGreen quote for reseeding/aeration/fertilizing of lawn. Motion seconded by Commissioner Estelle, all in present in favor.

Motion made by Commissioner Estelle to approve Erick Home Improvement quote for roof and gutter repair. Motion seconded by Commissioner Matthews, all present in favor.

Motion made by Commissioner Estelle to approve Mr. Gomez Construction quote for exterior stucco repair. Motion seconded by Commissioner Matthews, all present in favor.

Discussion held on completion of work. Attorney Braslow reminded Board members that an agreement between vendor and District can be drawn up

providing a time frame for work to be completed, and a per-day penalty if the completion date is not met.

Discussion was held on replacement lights for the apparatus bays. There are many fluorescent fixtures not working at this this and will be the opportunity to change the lights to LED fixtures. A lift will need to be rented to complete the work, and work will be done by fire company members. Motion made by Commissioner Estelle to replace the apparatus bay lights with LED. Motion seconded by Commissioner Matthews, all present in favor.

### **NEW BUSINESS**

The LOSAP list was presented to the Board. 20 people were eligible for the year 2022. Motion made by Commissioner Matthews to accept the 2022 LOSAP list. Motion seconded by Commissioner Estelle, all present in favor.

Discussion held on District iPads and possibly getting a District phone instead. Further discussion will need to be held on the topic. President Harris will reach out to Mr. Calvo to discuss the options.

**READING OF COMMUNICATIONS-** NJ Association of Fire District annual dues notice. This invoice is to be paid after discussion at the Workshop Meeting.

**AUDIENCE PARTICIPATION-** None

**ADJOURNMENT-** Motion to adjourn the meeting was made by Commissioner Estelle and seconded by Commissioner Estelle. All present in favor. Meeting adjourned at 8:14 pm.

## **TINTON FALLS FIRE DISTRICT #1 TREASURER'S REPORT MARCH 27, 2023**

**TOTAL OF THE BILLS \$ 76,972.00 WHICH INCLUDES:**

ADP	Payroll wage / tax / fees	\$ 934.56
Bank of America	Summit Racing – SUV dollies / postage stamps	\$ 1,778.96
Board of Fire Commissioners	First Quarter Commissioner Stipend 5 @ 1000/each	\$ 5,000.00
Borough of Tinton Falls	First half 2023 Sewer	\$ 200.00
Richard Braslow	Professional fees	\$ 1,550.00
Richard Brister	CPR Instruction	\$ 50.00
Comcast	Cable	\$ 63.94
Complete Security System	Repair of exterior horn strobe	\$ 418.50
Defender Emergency	Work on 36-2-90 and 36-2-85	\$ 10,337.26
DiVal Safety Equipment	Calibration of two meters	\$ 301.90
ESO Solutions, Inc	Emergency Reporting – annual fee	\$ 1,748.00
Gen-AI Safety & Industrial Products	Meter repair and calibration	\$ 992.75
Geo McBride/Digital Data	BBP/HazMat/Right to Know	\$ 560.00
Grainger	Cleaning supplies/tools/DEF fluid	\$ 976.52
HMH Occupational Health	Pre-employment physical	\$ 230.00
Home Depot Credit Svcs	Tools, wood	\$ 302.87
JCPL	Electric bill	\$ 613.65
Middlesex County Fire Academy	RIC Awareness Course: 7 students	\$ 364.00
Motorola Solutions Inc	Remainder of 6 portable radio accessories	\$ 4,360.00
NJ American Water	Water service (2 bills)	\$ 275.06
NJ American Water	Hydrants	\$ 21,204.00
NJ Fire Equipment Co.	SCBA Repair	\$ 251.91
NJ Natural Gas	Natural Gas Bill (2 bills)	\$ 751.03
Peb's Floors	Weekly building cleaning services	\$ 520.00
Pine Brook Fire Co	First quarter 2023 rent	\$ 15,000.00
Ricoh USA	Printer / Copier	\$ 179.86
Seaboard Welding Supply	Cylinder rental	\$ 25.75
Shrewsbury Car Wash	Services from December 2022 to February 2023	\$ 130.08
State of NJ	Withholding taxes due	\$ 12.64
Twin Rock Water	Monthly water delivery	\$ 199.75
Verizon (2)	Monthly phone/internet	\$ 258.85
Verizon Wireless	Vehicle cradle points	\$ 228.06
VFIS	Accident and Sickness Policy	\$ 6,444.00
Wayside Fire Co	First quarter 2023 rent	\$ 5,000.00
Western Pest	Monthly pest control	\$ 68.00

**CHECKING ACCOUNT BALANCE: \$ 1,990,992.19**

INTEREST EARNED: \$ 1,505.57

MONEY MARKET ACCOUNT BALANCE: \$ 635,985.41

INTEREST EARNED: \$ 539.92

PAYROLL ACCOUNT: \$ 1,911.58

***Respectfully Submitted, Michael Estelle, Treasurer***