

Board of Fire Commissioners Fire District No. 4  
Jackson Township, New Jersey

Minutes of Meeting Held  
April 08, 2021

Notice of the time, date, location and agenda of this meeting to the extent then known, was duly published at least forty-eight hours in advance of this meeting, by posting on the official bulletin board and by publications in the official newspapers of the Board. This meeting is being conducted in accordance with the terms and provisions of the "Open Meetings Act" of the State of New Jersey

**Call to Order**- the meeting was called to order by Chairman Torres Jr at 7:08 pm. "Open Meetings Act" statement was read by Board Attorney Youssouf. All participated in the Pledge of Allegiance. A moment of silence was observed.

**Roll Call**: Commissioners O'Brien, Goldman, Jamison, Couceiro and Torres Jr were present. Board Attorney Youssouf was also present.

**Minutes**: Commissioner O'Brien motioned to accept the minutes of the March 11, 2021 General meeting as presented, seconded by Commissioner Couceiro. All Aye.

**Treasurer's Report** –The report and bill list (a copy of which is attached to the original minutes and incorporated herein by reference) as of April 8th, 2021 was read by Commissioner Jamison. Commissioner O'Brien motioned to approve the Treasurer's report as read and pay the bills as listed, seconded by Commissioner Goldman. All Aye.

**Legal Report** –Board Attorney Youssouf explained the Fire District election is set for 4/20, Tuesday from 2-9PM. All necessary ballot paperwork, including the Bond Referendum was filed with the County Clerk. Mr. Youssouf Esq received the Lot consolidation final paperwork from the Township with the official stamp. Cheryl Parker will file. OC Cares Grant supplied a new resolution for the board to adopt until 12/31/2021 or funds are depleted. Commissioner O'brien motioned to extend the OC Cares Grant and Commissioner Jamison seconded. All Aye. Commissioner Jamison asked the time line for Capital to be appropriated. The Board Attorney said once the Budget is passed 4/20 and the election certified, the board can approve Capital at the following board meeting to be purchased. Commissioner Goldman motioned to accept the legal report, seconded by Commissioner Jamison. All Aye.

**Truck & Building/Career Department Report** – read by Captain Reynolds (a copy of which is attached to the original minutes and incorporated herein by reference). 5401 Air Leak was fixed. Commissioner Jamison asked about the Hand Dryers and when they are being ordered. Captain Reynolds will inquire with a professional about the crack in the cement at the substation. Commissioner Jamison motioned to accept the Truck & Building report, seconded by Commissioner O'Brien. Motion passed by unanimous consent.

**Chief's Report** – read by Trask O'Hara (a copy of which is attached to the original minutes and incorporated herein by reference). Chief O'Hara explained the previously approved hose bed cover for 5411, quote will be slightly higher in price and the board moved to accept D&S Custom Covers for \$1,815. Commissioner Goldman motioned to accept the Chief's report, seconded by Commissioner O'Brien. All Aye.

**President's Report** – read by President Steve Linde (a copy of which is attached and incorporated herein by reference). Volunteers would like board approval to draw up a plot plan for a 50x50 steel building. Board agreed. The Volunteers will send out a media blast for the upcoming election to help support the district. The big US flag was found. The Antique Fire Truck will leaving for repairs.

**Fire Bureau:** read by John Burmeister Jr. (a copy of which is attached and incorporated herein by reference). Metedeconk put plans in for Suites and new road. Commissioner Goldman motioned to accept the Fire Bureau report, seconded by Commissioner Jamison. All Aye.

**Work Orders:** previously addressed during the meeting.

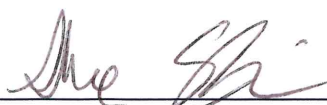
**Old Business:** Fire Official Burmeister Jr. requested the board to purchase 9 new radios to accommodate the 700mhz frequency change to the district. The cost will be under \$40,000 and purchased through state contract with Motorola. Commissioner Couceiro motioned to buy 9 new radios and Commissioner O'Brien second. All Aye. The district will move forward in the future when budget is approved to purchase additional radios if needed.

**New Business:** None.

**Executive Session:** Commissioner Jamison motioned to accept the Resolution to take the Board into an executive session for the purpose of personnel matters, seconded by Commissioner O'Brien. All Aye at 8:20 p.m. The executive session ended at 8:49 p.m. and the Board reconvened the public session.

**Public Session:** Commissioner Couceiro moved to provisionally promote FO UFD John Burmeister Jr to LT and FPS UFD Stan O'Brien to FO UFD 4/19/2021. FO Stan O'Brien will have adjusted hours 5/3/2021 to 8hr days 7am-3pm. These are provisional promotions until the Career Staff is back to a full crew. Second by Commissioner O'Brien. All Aye.

**Adjournment:** With no other business to come before the Board, Commissioner Jamison motioned to accept the Resolution to adjourn the meeting, seconded by Commissioner Goldman. Motion passed by unanimous consent. Meeting adjourned 9:10 pm.

  
\_\_\_\_\_, Clerk

**BOARD OF FIRE COMMISSIONERS  
JACKSON TWSP FIRE DISTRICT NO. 4  
AGENDA AND MEETING NOTES**

**April 8, 2021  
Meeting Time 7:00PM**

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Meeting called to order 7:00PM  
Reading of the "Public Meeting Act"  
Flag Salute  
Attendance  
Secretary's Report  
Treasurer's Report  
Legal Report  
Truck & Building Report  
Chief's Report  
President's Report  
Fire Bureau Report  
Work Order Requests  
Old Business  
New Business

Mail Correspondence-Per Yellow Folder

Open to Public  
Meeting Adjourned

Old Business-Correspondence/Pending

New Business

Mail Correspondence  
Per Yellow folder

4:12 PM

04/08/21

Accrual Basis

**Board of Fire Commissioners**  
**Cash Balance Report**  
As of April 8, 2021

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	Apr 8, 21	
	Debit	Credit
1009 · Shore Community Operating	369,005.10	
1011 · Shore Community Payroll	104,155.52	
1012 · Shore Community Fire Bureau	21,606.19	
1016 · Shore Comm-CD-Future Cap 0721	317,455.62	
1019 · Shore Comm-CD Future Cap 0872	446,648.28	
<b>TOTAL</b>	<b>1,258,870.71</b>	<b>0.00</b>

**Board of Fire Commissioners**  
**Treasurer Report**  
**As of April 8, 2021**

Type	Date	Num	Name	Split	Amount
<b>1009 · Shore Community Operating</b>					
Bill Pmt -Check	04/08/2021	6507	AMTRUST NORTH ...	2000 · *Accoun...	-5,895.00
Bill Pmt -Check	04/08/2021	6508	AT&T Mobility	2000 · *Accoun...	-775.46
Bill Pmt -Check	04/08/2021	6509	Blaze Emergency E...	2000 · *Accoun...	-8,492.51
Bill Pmt -Check	04/08/2021	6510	Burlington County E...	2000 · *Accoun...	-45.00
Bill Pmt -Check	04/08/2021	6511	Custom Bandag Inc	2000 · *Accoun...	-1,089.68
Bill Pmt -Check	04/08/2021	6512	Dafeldecker Associa...	2000 · *Accoun...	-247.00
Bill Pmt -Check	04/08/2021	6513	Emergency Sevices ...	2000 · *Accoun...	-10.00
Bill Pmt -Check	04/08/2021	6514	JCP&L	2000 · *Accoun...	-849.45
Bill Pmt -Check	04/08/2021	6515	KC Greenscapes	2000 · *Accoun...	-680.66
Bill Pmt -Check	04/08/2021	6516	NetLink Web Servic...	2000 · *Accoun...	-199.00
Bill Pmt -Check	04/08/2021	6517	New Jersey Motor V...	2000 · *Accoun...	-150.00
Bill Pmt -Check	04/08/2021	6518	NFPA	2000 · *Accoun...	-175.00
Bill Pmt -Check	04/08/2021	6519	NJNG	2000 · *Accoun...	-2,710.23
Bill Pmt -Check	04/08/2021	6520	Optimum	2000 · *Accoun...	-477.46
Bill Pmt -Check	04/08/2021	6521	Sheila Davidson	2000 · *Accoun...	-150.00
Bill Pmt -Check	04/08/2021	6522	Terminix	2000 · *Accoun...	-898.08
Bill Pmt -Check	04/08/2021	6523	Verizon	2000 · *Accoun...	-211.16
Bill Pmt -Check	04/08/2021	6524	Verizon Wireless	2000 · *Accoun...	-5.00
Bill Pmt -Check	04/08/2021	6525	Evelyn Seaman	2000 · *Accoun...	-200.00
Bill Pmt -Check	04/08/2021	6526	Fayth Reynolds	2000 · *Accoun...	-200.00
Bill Pmt -Check	04/08/2021	6527	JCP&L	2000 · *Accoun...	-315.25
Bill Pmt -Check	04/08/2021	6528	Emergency Equipm...	2000 · *Accoun...	-10,379.16
Bill Pmt -Check	04/08/2021	6529	Fire & Safety Servic...	2000 · *Accoun...	-2,250.00
Bill Pmt -Check	04/08/2021	6530	Freehold Cartage, Inc.	2000 · *Accoun...	-277.41
Bill Pmt -Check	04/08/2021	6531	Toms River Bd of Fir...	2000 · *Accoun...	-1,050.00
Bill Pmt -Check	04/08/2021	6532	McKesson Medical ...	2000 · *Accoun...	-473.10
Total 1009 · Shore Community Operating					-38,205.61
<b>TOTAL</b>					<b>-38,205.61</b>

## Board of Fire Commissioners Profit & Loss Budget vs. Actual January 1 through April 8, 2021

	Jan 1 - Apr 8, 21	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4010 · Amount To Be Raised By Taxation	0.00	1,825,920.53	-1,825,920.53
4020 · Supplemental Fire Services Act	0.00	4,342.00	-4,342.00
4200 · Interest Income	0.00	500.00	-500.00
4750 · Bureau of Fire Prevention Incm	1,303.00	35,000.00	-33,697.00
4800 · Other Income	53,203.43	0.00	53,203.43
4920 · Unreserved Fund Balance	0.00	471,815.22	-471,815.22
<b>Total Income</b>	<b>54,506.43</b>	<b>2,337,577.75</b>	<b>-2,283,071.32</b>
<b>Gross Profit</b>			
	54,506.43	2,337,577.75	-2,283,071.32
<b>Expense</b>			
5110 · Salaries - Commissioners	0.00	20,000.00	-20,000.00
5120 · Salaries - Secretary			
5121 · Secretary-1099	750.00	0.00	750.00
5120 · Salaries - Secretary - Other	0.00	2,800.00	-2,800.00
<b>Total 5120 · Salaries - Secretary</b>	<b>750.00</b>	<b>2,800.00</b>	<b>-2,050.00</b>
5210 · Elections	400.00	15,000.00	-14,600.00
5220 · Office Expense	1,302.82	13,000.00	-11,697.18
5230 · Professional Services			
5243 · Bookkeeper	6,648.00	0.00	6,648.00
5246 · Web Services	796.00	0.00	796.00
5230 · Professional Services - Other	0.00	110,000.00	-110,000.00
<b>Total 5230 · Professional Services</b>	<b>7,444.00</b>	<b>110,000.00</b>	<b>-102,556.00</b>
5260 · Bond Agent	0.00	1,500.00	-1,500.00
6110 · Salaries & Wages - Fire Lt.	20,612.00	106,232.47	-85,620.47
6115 · Salaries & Wages - Captain	24,196.00	125,712.27	-101,516.27
6120 · Salaries - Full Time Fire	79,212.00	378,032.06	-298,820.06
6125 · Clothing Allowance	2,030.00	10,500.00	-8,470.00
6130 · Salaries - Fire Official			
6133 · Fire Inspector	0.00	10,000.00	-10,000.00
6130 · Salaries - Fire Official - Other	390.00	15,000.00	-14,610.00
<b>Total 6130 · Salaries - Fire Official</b>	<b>390.00</b>	<b>25,000.00</b>	<b>-24,610.00</b>
6140 · Salaries - Firefighter Overtime			
6141 · Salaries-FireFighter LT&CPT OT	4,446.02	0.00	4,446.02
6142 · Salaries-Firefighters OT	3,449.81	0.00	3,449.81
6140 · Salaries - Firefighter Overtime - Other	0.00	49,000.00	-49,000.00
<b>Total 6140 · Salaries - Firefighter Overtime</b>	<b>7,895.83</b>	<b>49,000.00</b>	<b>-41,104.17</b>
6180 · Payroll Taxes	-33,968.04	55,084.24	-89,052.28
6185 · Employer Pension Contribution	0.00	146,735.00	-146,735.00
6190 · Fringe Benefits	-1,596.55	143,231.71	-144,828.26
6210 · Insurance	35,709.20	135,000.00	-99,290.80
6220 · Advertising	62.00	2,000.00	-1,938.00
6310 · Maintenance & Repairs			
6311 · M&R - Apparatus			
6313 · M&R - Truck #5407 Utility	1,168.00	0.00	1,168.00
6315 · M&R - Truck #5405 Ladder	10,863.16	0.00	10,863.16
6316 · M&R - Truck #5408 Tanker	622.50	0.00	622.50
6317 · M&R -Truck # 5401 Pumper New	9,862.01	0.00	9,862.01
6320 · M&R - Truck #5410 Asst Chief	668.08	0.00	668.08
6322 · M&R - Truck #5411 Pumper	500.00	0.00	500.00
6330 · M&R - Truck #5419 Lg Brush	1,089.68	0.00	1,089.68
<b>Total 6311 · M&amp;R - Apparatus</b>	<b>24,773.43</b>	<b>0.00</b>	<b>24,773.43</b>
6350 · M&R - Building #1	2,856.59	0.00	2,856.59
6355 · M&R - Building #2	955.28	0.00	955.28
6370 · M&R - Equipment	928.96	0.00	928.96
6310 · Maintenance & Repairs - Other	0.00	110,000.00	-110,000.00
<b>Total 6310 · Maintenance &amp; Repairs</b>	<b>29,514.26</b>	<b>110,000.00</b>	<b>-80,485.74</b>
6410 · Supplies			
6411 · Supplies - Fuel	3,498.69	0.00	3,498.69
6410 · Supplies - Other	0.00	25,000.00	-25,000.00
<b>Total 6410 · Supplies</b>	<b>3,498.69</b>	<b>25,000.00</b>	<b>-21,501.31</b>
6415 · Fire Prevention	0.00	5,000.00	-5,000.00
6510 · Utilities	15,384.49	70,000.00	-54,615.51
6513 · Fire Service Agreement	0.00	50,000.00	-50,000.00
6515 · Hydrant Rent	16,450.00	70,000.00	-53,550.00
6610 · Misc. Firefighter Expenses	4,989.11	15,000.00	-10,010.89
6611 · Training			
6612 · Training - Paid/Vol	1,987.08	0.00	1,987.08
6616 · Fire Science Education	2,300.00	10,000.00	-7,700.00
6611 · Training - Other	0.00	30,000.00	-30,000.00
<b>Total 6611 · Training</b>	<b>4,287.08</b>	<b>40,000.00</b>	<b>-35,712.92</b>

**Board of Fire Commissioners**  
**Profit & Loss Budget vs. Actual**  
 January 1 through April 8, 2021

	Jan 1 - Apr 8, 21	Budget	\$ Over Budget
6614 · Technology-Equipment	2,229.28	4,000.00	-1,770.72
6615 · Gear - Fire Company	0.00	30,000.00	-30,000.00
6625 · Joint District Expenses	0.00	2,000.00	-2,000.00
6630 · Building Renovations	0.00	15,000.00	-15,000.00
6635 · Equipment-Non-Bondable	0.00	68,000.00	-68,000.00
6640 · SCBA	187.50	15,000.00	-14,812.50
6650 · Emergency/First Aid Equipment	2,515.93	5,000.00	-2,484.07
6655 · Replacement Equipment	36,984.00	30,000.00	6,984.00
6670 · Vehicle Equip-Radios/Pagers	0.00	40,000.00	-40,000.00
6675 · UFSA	266.00	7,750.00	-7,484.00
6910 · LOSAP	0.00	55,000.00	-55,000.00
6990 · Contingent-Operating	0.00	2,000.00	-2,000.00
<b>Total Expense</b>	<b>260,745.60</b>	<b>1,997,577.75</b>	<b>-1,736,832.15</b>
<b>Net Ordinary Income</b>	<b>-206,239.17</b>	<b>340,000.00</b>	<b>-546,239.17</b>
<b>Other Income/Expense</b>			
Other Expense			
8052 · Capital - Utility Truck	0.00	40,000.00	-40,000.00
8054 · Capital	151,177.00	300,000.00	-148,823.00
<b>Total Other Expense</b>	<b>151,177.00</b>	<b>340,000.00</b>	<b>-188,823.00</b>
<b>Net Other Income</b>	<b>-151,177.00</b>	<b>-340,000.00</b>	<b>188,823.00</b>
<b>Net Income</b>	<b>-357,416.17</b>	<b>0.00</b>	<b>-357,416.17</b>

Board of Fire Commissioners Career Department

April 8, 2021

**Year to date career department responses:**

Fire call- 41 EMS calls- 142

**Building Report**

- General housekeeping, deacon, and minor repairs were conducted.
- Roof company was out again and repair new leaks found after last rain storm
- Tile company for work at station 2 and will be out next week to install new tiles
- Hall storage project will be starting on 6/22 after commissioners elections

**Engine 5401:**

- Fire and Safety conducted pm service and switches for mirrors are on back order
- Snow chains parts are in and will be installed by fire and safety before bad weather .

**Ladder 5405:**

- Unit is in service all repairs were completed by Emergency Equipment Service.
- It was reported to have a steering problem blaze was contacted but could not duplicate the problem we did find a worn steering arm and a new one was order.

**Unit 5407:**

- New passenger side mirror was installed
- Unit had its pm service

**Engine 5417:**

- Pump primer was repaired
- Switch for pass side reel was replaced

**Unit 5419:**

- Is out of service due to an air leak in the shifter parts are being located.

**Unit 5427:**

- Plow was removed for the season.
- Units rear pull out bed is having the plywood replaced in bottom tray.

**Special Details / Projects / Notification**

- Work orders were reviewed and completed as they were turned in.
- 3 SCBA units were sent out for repairs.

Submitted by:  
The Career Department





## Jackson Mills Volunteer fire Company No. 1

### Station 54

465B North County Line Road  
Jackson, New Jersey 08527 • 732-833-2981



**To:** Jackson Twp. Board of Fire Commissioners, District 4  
**From:** Steven Linde, President JMVFC  
**Date:** April 8, 2021  
**Subject:** Presidents Report April 2021

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#### Membership:

New applicants for membership. Sara Sulkowski, Paul Kuczykowski are progressing through uptake and Jake Greene was not able to attend the last company meeting, he will attend the April meeting.

#### Facilities:

- PBA hall use has been added to the calendar for the following: Feb 25th 2021, March 25th 2021, April 29th 2021, May 27th 2021, June 24th 2021, July 29th 2021, August 26th 2021, Sept 30th 2021, October 28th 2021, November 18th 2021, \*No December meeting\*
- All other hall use has been frozen due to the COVID 19 pandemic. Discussion for re-opening to take place when restrictions ease.

#### Events

Will resume when COVID restrictions ease

#### Committees:

- 5403 – will be moving out back to Woodbridge EMS.
- Day Room – lumber from previous contractor has be returned, room to be cleaned out during next worknight, working with contractor to get permits and start date
- Santa Sleds have been moved into storage until building is put up at station 2
- Truck committee have been working on antique needs and building at station 2

Respectfully Submitted:

Steven Linde  
President  
Jackson Mills Volunteer Fire Company



# Jackson Mills Fire

465-B North County Line Road, Jackson NJ 08527

# 54

## April 2021 Chiefs Report

Date: 04/08/2021

- Upcoming Drills:
  - Extrication Drill with School Buss April 26<sup>th</sup>, 2021
  - Live burn on May 24<sup>th</sup>, 2021 @MCFA
- COVID vaccines have been made available for all Firefighters. I have been coordinating with the County to schedules members that are interested. Appointments can also be made via [ochd.org](http://ochd.org) and/or [ohinj.org](http://ohinj.org).
- Jared Henricks has completed FF1/FF2 and is just waiting for his certificates from the State.
- Robert Chojnacki will be attending FF1/FF2 over the summer.

Sincerely,

*Trask O'Hara*

Trask O'Hara  
Fire Chief (5400)  
Jackson Mills Volunteer Fire Company

# Bureau of Fire Prevention District #4

## Jackson Township

465 A North County Line Rd.  
Jackson NJ, 08527  
Office 732-928-7848  
Fax 732-928-8220  
*Fire Official – John Burmeister Jr.*

**April 8, 2021**  
**Monthly Bureau Report**

Inspections are being completed as normal.

- – Report attached – no major violations.

Site plans received:

**New** – 260 N. County Line Rd. (Shop-Rite) Fireworks tent

146 North County Line Rd. 22,000 sq ft 2-story office/retail

Metedeconk Golf Course - 3000 sq ft Training center and Approx 5000 sq ft. suites

**Resubmitted Plans** - Several pending

Fire investigations:

506 Harmony Rd. - Structure Fire

100 Mallard Ct Apt 3101 - Porch Fire – unattended candle

1 Rutherford Ct. - Furnace Fire

Call Outs / Complaints:

Haz-mat – illegal dumping – Down to Earth Landscaping. Followed up with NJDEP, no issues found by all agencies.

Training / Meetings:

Emergency Reporting - updates  
Fire official and investigator CEU's webinars

**John Burmeister Jr.**  
**Fire Official**



# Jackson Mills Fire

465-B North County Line Road, Jackson NJ 08527

# 54

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Sincerely,

*Trask O'Hara*

Trask O'Hara  
Fire Chief (5400)  
Jackson Mills Volunteer Fire Company