

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

Minutes of General Meeting Held
January 13, 2022

Notice of the time, date, location and agenda of this meeting to the extent then known, was duly published in the district's official newspapers, posted on its official bulletin board and filed with the office of the municipal clerk at least forty-eight hours in advance of this meeting. 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 Commissioner Torres at 7:00 pm. Board Attorney Youssouf read "Open Meetings Act" statement. All participated in the Pledge of Allegiance. A moment of silence was observed.

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

Executive Session: Commissioner Couceiro motioned to accept the Resolution to take the Board into an executive session for the purpose of discussion of personnel matters seconded by Commissioner Jamison. Subject matter to be released when it is no longer considered privileged. Motion passed by unanimous consent at 7:05 p.m. Ayes: Couceiro, Torres, Jamison, Goldman, O'Brien; Nays: none; Absent: none; Abstention: none). The executive session ended at 8:08 p.m. and the Board reconvened the public session.

Minutes: Commissioner Jameson motioned to approve the minutes of the December 9, 2021 General meeting, seconded by Commissioner O'Brien. Motion passed by majority vote. Commissioners Torres and Goldman abstained due to their absence from that meeting.

Treasurer's Report: The bill list as well as the report (a copy of which is attached to the original minutes and incorporated herein by reference) as of January 13, 2022 was presented and left on table for public review. Commissioner Jamison read the cash balances into the record. Commissioner Goldman motioned to accept the Treasurer's report and pay the bills, seconded by Commissioner O'Brien. Motion passed by unanimous consent.

Legal Report: Board Attorney Youssouf confirmed with the Board that there is one Commissioner seat open for the upcoming election (Shane O'Brien). Nominating petitions are due January 21, 2022. Polling station to be Station #1. Board Attorney Youssouf read a Notice Of Intent to Award Contract under a National Cooperative Purchasing Agreement – Contract HGAC FS12-19. Arrangements have been made for publication of said notice (a copy of which is incorporated herein and attached to the original minutes). Board Attorney Youssouf read an Application Certification to the Local Finance Board and a Resolution for the Fire District making application to the Local Finance Board.

Commissioner Goldman motion to accept the Resolution, seconded by Commissioner Couceiro. Motion passed by unanimous consent (Ayes: Couceiro, Goldman, Jamison, O'Brien, Torres; Nays: none; Absent: none; Abstain: none). A copy of the Resolution and Application Certification is attached to the original minutes and incorporated herein by reference. Board Attorney Youssouf advised that all the districts are going to be "back billed" for election services that will be provided for the February election. Absentee ballots will be sent out only to those that requested them. Board Attorney Youssouf read a Resolution to Amend the 2022 budget for Fiscal year from January 1, 2022 to December 31, 2022. Commissioner O'Brien motioned to accept the Resolution, seconded by Commissioner Couceiro. Motion passed by unanimous consent. Ayes: Couceiro, Torres, Jamison, Goldman, O'Brien; Nays: none; Absent: none; Abstention: none), a copy of which is incorporated herein and attached to the original minutes. Board Attorney Youssouf read a Resolution in Title scheduling a special meeting for budget consideration on Monday, January 24, 2022, starting at 6:00 pm, at Station #1. Commissioner Jamison motioned to accept the Resolution, seconded by Commissioner Couceiro. Motion passed by unanimous consent. Motion passed by unanimous consent (Ayes: Couceiro, Goldman, Jamison, O'Brien, Torres; Nays: none; Absent: none; Abstain: none).

Truck & Building/Career Department Report – read by Acting Captain Leonard (a copy of the written report is attached to the original minutes and incorporated herein by reference). Hand dryers are not installed yet at Station #2. Capt. Leonard was directed to follow up and to use delegation. Commissioner Torres left the meeting at 8:31. Board was in agreement to send FF Steven Porth to attend Fire Instructor Level I course. Pager Shortage was noted – discussion: insurance claims for those destroyed; outstanding pagers to be returned, reports to be completed with damage. Equipment audit needs to be done to check on condition of equipment (accounted for and in good working condition). Accounting to be done and Board to follow up with letter (return pager within seven days or complaint to be filed in Jackson Municipal Court).

Chief's Report: read by Commissioner Jamison. (A copy of which is attached to the original minutes and made a part thereof.) Issues with Command Box. After discussion, Commissioner Goldman motioned to accept the quote from Elite Vehicle Solutions to outfit #5400 new vehicle at a cost of \$19,889.43 – per Chief's email to Board - (excludes Command Box), seconded by Commissioner Jamison. Motion passed by unanimous consent.

President's Report: Al Chelli confirmed that the hall is currently closed. PBA meeting date is to be confirmed. Santa Patrol went well. April 9 2022 is the date of installation dinner.

Fire Bureau Report: read by FO O'Brien. (A copy of which is attached to the original minutes and made a part hereof.) Board was in agreement for a hotel room to be booked for IAAI Training conference March 2,3 & 4 in Atlantic City.

Work Order Requests: addressed in Career Staff Report.

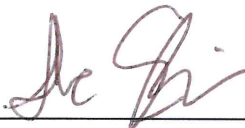
Old Business: Status of Memorial Plaques – President Chelli does not know the status. Cheryl has not yet received any quotes from anyone. She will follow up on status. Lt. Certification is done and closed.

New Business: Commissioner Goldman congratulated Commissioner Torres on his engagement. Commissioner Couceiro announced that interviews for Fire Prevention Specialists will be started. Two candidates were certified on the list.

Mail Correspondence: None

Public Session: None

Adjournment: With no other business to come before the Board and the special meeting/voting closed, Commissioner Goldman motioned to adjourn the meeting, seconded by Commissioner Jamison. Meeting was adjourned at 9:11 p.m. by Commissioner Couceiro.


_____, Clerk

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

January 13, 2021

Meeting Time 7:00PM

Meeting called to order 7:00PM

Reading of the "Public Meeting Act"

Flag Salute

Attendance

Secretary's Report

Treasurer's Report

Legal Report

Truck and 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 the Public

Meeting Adjourned

Old Business-Correspondence

New Business

Mail Correspondence

5:09 PM

01/13/22

Accrual Basis

Board of Fire Commissioners

Cash Balances

As of January 13, 2022

	Jan 13, 22	
	Debit	Credit
1009 · Shore Community Operating	573,570.76	
1011 · Shore Community Payroll	108,133.42	
1012 · Shore Community Fire Bureau	2,805.44	
1016 · Shore Comm-CD-Future Cap 0721	323,042.94	
1019 · Shore Comm-CD Future Cap 0872	455,604.51	
TOTAL	1,463,157.07	0.00

5:16 PM

Board of Fire Commissioners

01/13/22

Treasurer Report

Accrual Basis

As of January 13, 2022

Type	Date	Num	Name	Debit	Credit
1009 · Shore Community Operating					
Bill Pmt -...	01/13/2022	5797	1st Choice Safety Equipment		697.00
Bill Pmt -...	01/13/2022	5798	AT&T Mobility		448.12
Bill Pmt -...	01/13/2022	5799	Blaze Emergency Equipmen...		327.50
Bill Pmt -...	01/13/2022	5800	C & T Lawn Sprinkler		350.00
Bill Pmt -...	01/13/2022	5801	Continental Fire & Safety		2,430.48
Bill Pmt -...	01/13/2022	5802	Dafeldecker Associates		125.00
Bill Pmt -...	01/13/2022	5803	Emergency Equipment Sales		9,526.44
Bill Pmt -...	01/13/2022	5804	Freehold Cartage, Inc.		278.67
Bill Pmt -...	01/13/2022	5805	IIA Fire Department Testing		3,246.00
Bill Pmt -...	01/13/2022	5806	Institute for Forensic Psycho...		1,000.00
Bill Pmt -...	01/13/2022	5807	JCP&L		2,664.77
Bill Pmt -...	01/13/2022	5808	Kenneth Esposito		30.00
Bill Pmt -...	01/13/2022	5809	Kool Vent Mechanical, LLC		19,275.00
Bill Pmt -...	01/13/2022	5810	Lexis Nexis Matthew Bender		99.00
Bill Pmt -...	01/13/2022	5811	NetLink Web Services, LLC		199.00
Bill Pmt -...	01/13/2022	5812	NJMVC		150.00
Bill Pmt -...	01/13/2022	5813	NJNG		2,399.43
Bill Pmt -...	01/13/2022	5814	Optimum		578.00
Bill Pmt -...	01/13/2022	5815	Richard P Leonard		255.00
Bill Pmt -...	01/13/2022	5816	S&S Fleet Services		899.46
Bill Pmt -...	01/13/2022	5817	Skillender s Service Center I...		90.13
Bill Pmt -...	01/13/2022	5818	Steven Porth		2,760.00
Bill Pmt -...	01/13/2022	5819	Action Uniform Co.		178.00
Bill Pmt -...	01/13/2022	5820	McKesson Medical Surgical		361.78
Bill Pmt -...	01/13/2022	5821	Susan L Oksen-Pereira		250.00
Total 1009 · Shore Community Operating				0.00	48,618.78
TOTAL				0.00	48,618.78

**The Board of Fire Commissioners of Fire District No. 4 in the Township of Jackson, in the
County of Ocean, State of New Jersey**

**Notice of Intent to Award Contract under a National Cooperative Purchasing
Agreement – Contract HGAC FS12-19**

PLEASE TAKE NOTICE that the Board of Fire Commissioners of Fire District No. 4 in the Township of Jackson, in the County of Ocean, State of New Jersey (the "Fire District") intends to participate in a cooperative agreement with the Houston-Galveston Area Counsel ("H-GAC"), a regional planning commission and political subdivision of the State of Texas, in order to purchase a Sutphen Fire Pumper Truck.

Information regarding the contract may be found at the Office of the Fire District, 465A North County Line Road, Jackson, New Jersey 08527 during regular business hours, as well as on the H-GAC website at: HGACBUY.ORG.

It is the intent of the H-GAC to make a contract award to Sutphen Corporation, 6450 Eiterman Road, Dublin, Ohio 43016, pursuant to the proposal submitted in response to the H-GAC Cooperative known as HGACBUY Request for Bids.

The Fire District is permitted to join national cooperative purchasing agreements under the authority of N.J.S.A. 52:34-6.2(b)(3).

The Comment Period ends on the date that is 10 days following the date of publication of this Notice.

Published: January __, 2022

(part I)

ID No. 22-2220517

STATE OF NEW JERSEY
DEPARTMENT OF COMMUNITY AFFAIRS
DIVISION OF LOCAL GOVERNMENT SERVICES
LOCAL FINANCE BOARD
APPLICATION CERTIFICATION

APPLICANT'S
NAME:

BOARD OF FIRE COMMISSIONERS OF FIRE DISTRICT NO.
4 IN THE TOWNSHIP OF JACKSON, IN THE COUNTY OF
OCEAN, NEW JERSEY

I, Raymond Torres, Jr., President of the Board of Fire Commissioners of Fire District No. 4 in the Township of Jackson, in the County of Ocean, New Jersey, DO HEREBY DECLARE:

That the documents submitted herewith and the statements contained herein are true to the best of my knowledge and belief; and

That this application was considered and its submission to the Local Finance Board approved by the Board of Fire Commissioners of Fire District No. 4 in the Township of Jackson, in the County of Ocean, New Jersey on January 13, 2022.


Raymond Torres, Jr., President

ATTEST:


Shane O'Brien, Clerk

Date: January 13, 2022

RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF FIRE DISTRICT NO. 4 IN THE TOWNSHIP OF JACKSON, IN THE COUNTY OF OCEAN, NEW JERSEY MAKING APPLICATION TO THE LOCAL FINANCE BOARD PURSUANT TO N.J.S.A. 40A:5A-6

WHEREAS, the Board of Fire Commissioners of Fire District No. 4 in the Township of Jackson, in the County of Ocean, New Jersey (the "Fire District") desires to make application to the Local Finance Board requesting positive findings for the execution and delivery of a lease purchase agreement by the Fire District to finance the acquisition of a fire truck;

WHEREAS, the Fire District believes that:

- (a) it is in the public interest to accomplish such purpose;
- (b) said purpose or improvements are for the health, welfare, convenience or betterment of the inhabitants of the local unit or units;
- (c) the amounts to be expended for said purpose or improvements are not unreasonable or exorbitant;
- (d) the proposal is an efficient and feasible means of providing services for the needs of the inhabitants of the local unit or units and will not create an undue financial burden to be placed upon the local unit or units;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF FIRE COMMISSIONERS OF FIRE DISTRICT NO. 4 IN THE TOWNSHIP OF JACKSON, IN THE COUNTY OF OCEAN, NEW JERSEY as follows:

Section 1. The application to the Local Finance Board is hereby approved, and the Fire District's Bond Counsel and Solicitor, along with other representatives of the Fire District, are hereby authorized to prepare such application and to represent the Fire District in matters pertaining thereto.

Section 2. The Clerk of the Fire District is hereby directed to prepare and file a copy of the proposed resolution with the Local Finance Board as part of such application.

Section 3. The Local Finance Board is hereby respectfully requested to consider such application and to record its findings, recommendations and/or approvals as provided by the applicable New Jersey Statute.

Recorded Vote

<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Couceiro	Ø	Ø	Ø
Goldman			
Jamison			
O'Brien			
Torres			

The foregoing is a true copy of a resolution adopted by the Board of Fire Commissioners of Fire District No. 4 in the Township of Jackson, in the County of Ocean, New Jersey on January 13, 2022.



 Shane O'Brien, Clerk

JACKSONTOWNSHIP FD NO. 4

RESOLUTION

RESOLUTION TO AMEND THE 2022 BUDGET
PURSUANT TO N.J.S.A. 40A:14-78.3
FISCAL YEAR: FROM JANUARY 1, 2022 TO DECEMBER 31, 2022

WHEREAS, the Fire District Budget for the Fiscal Year beginning on January 1, 2022 and ending on December 31, 2022 was introduced on the 9th day of December, 2021; and

WHEREAS, a public hearing on the 2022 Fire District budget has been held on January 13th, 2022; and

WHEREAS, the Board desires to amend certain line items in the 2022 Budget.

NOW, THEREFORE BE IT RESOLVED by the Board of Fire Commissioners of the Fire District No. 4 that the following amendments to the introduced 2022 Fire District Budget be made:

ANTICIPATED REVENUES

	<u>From</u>	<u>To</u>
<u>Page F-1:</u>		
Total Fund Balance Utilized	\$ 105,000.00	\$ 167,400.00
Total Anticipated Revenues	\$2,183,384.13	\$2,245,784.13

BUDGETED APPROPRIATIONS

	<u>From</u>	<u>To</u>
<u>Page F-3:</u>		
Cost of Operations and Maintenance Other See Attached Appropriation Detail- Non-Bondable	\$0	\$62,400.00
<u>Page F-8:</u>		
Unrestricted Fund Balance:		
Less Fund Balance Utilized in 2022 Proposed Budget	\$ 105,000.00	\$ 167,400.00

BE IT FURTHER RESOLVED that two (2) certified copies of this resolution shall be filed forthwith with the Director of the Division of Local Government Services for the certification of the 2022 Fire District Budget as so amended.

CERTIFICATION

I, Shane O'Brien, Clerk of the Board of Fire Commissioners, Fire District #4, New Jersey, do hereby certify that this is a true copy of a Resolution adopted by the Board of Fire Commissioners at a regular meeting held on January 13, 2021.



Shane O'Brien, Clerk

Governing Body Recorded Vote

Board Member	Aye	Nay	Abstain	Absent
Raymond Torres Jr	✓			
Philip Goldman	✓			
Wallace Jamison	✓			
Shane O'Brien	✓			
Alfred Couceiro	✓			

Board of Fire Commissioners Career Department Report
January 13, 2022

Building Report

Station 1

- New rooftop HVAC unit installed.

Station 2

- Rear electrical outlets and hand dryers install still pending.

Unit 5405:

- Aerial testing completed and passed.
- E.E.S. Mechanic notified of a few open work order items. (Work Order # 1875 still open.)

Engine 5401:

- Awaiting to be sent out for body repairs will be coordinated with 5400.
- Replacement On The Spot snow chains installed by S&S Fleet Services.

Unit 5407:

- Hose line on hose reel replaced (defective)

Unit 5417:

- New LED flashlights were delivered and will be installed.

Unit 5427:

- Skillender's Auto advised to add LUCAS transmission treatment and monitor hard shift.

Unit 18407:

- New tires were delivered and scheduled to be mounted on 1/14/22.

Unit 5408

- Tractor and Belly pump on trailer intermittently not starting, S&S Fleet Services contacted and found loose electrical connections. Repairs complete.

Equipment:

- Unit 5400, 5410, and 5404 awaiting camera install. A voice Message was left for Manager Courtney Day from LYTX Drive Cam to check on status of materials needed to finish installations.

Special Details / Projects / Notification

- Work orders and or repair requests were reviewed and completed as they were received.
- C&T Sprinklers winterized sprinkler systems at both buildings
- Ventis MX4 gas meters monthly calibrations were conducted.
- Unit 5414 Dodge Durango Sold on Gov Deals for \$3026.00 Payment was received and vehicle was picked up.
- Snowblowers, shovels and salt placed in service at both buildings.
- Request for F.F. Steven Porth to attend Fire Instructor Level 1 (40 Hours)

Submitted by:
Captain Richard Leonard



Jackson Mills Fire

465-B North County Line Road, Jackson NJ 08527

54

January 2022 Chiefs Report

Date: 01/13/2022

- Pagers need to be re-programmed for new 700 Band. Waiting on code plugs to be tested.
- Annual refreshers will be assigned via NJ Learn for all to complete
- Landing Zone practical with lecture & CEU's has been moved to the spring.
- Zackary Locklear has started FF1 @ Monmouth County Fire Academy

Sincerely,

Trask O'Hara

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



**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: December 9, 2021
Subject: Presidents Report December 2021

Membership:

No new applications.

Facilities:

- The members have voted to open activities in the hall again but no access to bays for anyone other than staff.
- Much progress made to the Day room and Chiefs office thanks to Trask for heading this

Events

- Devils game this December 19th – sign up sheets have been posted
- Santa Patrol is scheduled for week of Dec 12th
 - Would like to extend participation to career staff if OK
- Installation Dinner is on schedule for Jan 15th 2022

Thank you!

Just a quick note to say thank you to the commissioners at Jackson Mills as I end my three years as President of the Volunteer Department. It was a pleasure working with all of you and looking forward to supporting President, Al Cheli in my new role as Vice President.

Respectfully Submitted:

Steven Linde
President
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 – Stanley O'Brien Jr.

January 13, 2022

Monthly Bureau Report

Inspections are being completed as normal.

Site plans received and finalized:

- 1 New Site plans were submitted for approval for a building on Inderio Road, 1 set of plan were resubmitted for approval.

Permits:

- No Special Events or Permits currently.

Fire investigations:

- 1/1 – Dumpster Fire at 701 Willow Point Drive. No Injuries were reported. Cause was marked as undetermined.

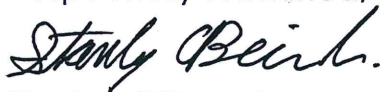
Call Outs / Complaints:

- 1/10 – A complaint was called into the Bureau for a blocked fire Exit at 426 Chandler Road.

Training / Meetings:

- IAAI Training Conference is scheduled for March 2,3, &4 in Atlantic City.

Respectfully submitted,



Stanley O'Brien Jr.
Fire Official