

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

Minutes of Meeting Held
April 11, 2024

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 6:07 pm. Commissioner Torres read the "Open Meetings Act" statement. All participated in the Pledge of Allegiance. A moment of silence was observed.

Roll Call: Commissioners Couceiro, Goldman, O'Brien and Torres were present. Commissioner Jamison was absent. Board Attorney Braslow participated via remote communication.

Minutes: Commissioner Goldman motioned to accept the minutes of the March 14, 2024 meeting, seconded by Commissioner Couceiro. Motion passed by unanimous consent. A copy of the minutes is attached to the original minutes and incorporated herein by reference.

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 April 11, 2024 was presented and left on table for public review. Commissioner Torres 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 Braslow reported to the Board that District #3 has adopted a Resolution to proceed with consolidation with District #2. He expects that District #2 will adopt their Resolution for consolidation with District #3 tonight.

Budget: Commissioner Torres reported that he met with the JT Administrator who advised Commissioner Torres that he wanted \$350,000 cut from the budget. Board Attorney Braslow stated that the township is leaving the districts on temporary budgets for too long – although the township is on an extension, this far exceeds the 30 day limit. This is statutory non-compliance. The township has to "run the numbers." Board Attorney Braslow asked to be kept in the loop of any information regarding the budget.

Truck & Building: report was read by Captain Leonard. A copy of the written report is attached to the original minutes and incorporated herein by reference.

Chief's Report: Absent – no report. Commissioner Torres advised that he spoke to the Chief earlier in the week and there was no much to report.

President's Report: President Robert Chojmacki advised the Board that one applicant was present to be introduced to the Board and the other applicant should be arriving later. A copy of the report is attached to the original minutes and incorporated herein by reference. Commissioner Torres asked that in the future that applicants be passed through the investigation committee of the Fire company before candidates are presented to the Board. The Board was in agreement to authorize the potential new members upon review of the Fire company's investigation committee. Rachel Passeggio was introduced to the Board. President Chojmacki advised that the company was looking at new chairs at a cost of \$75 per chair (total cost to be approximately \$20K). Commissioner Torres advised that the Board provides the company with \$50K for their use annually. Chairs should come from that amount. Rafael Alexis Perez Rosa (potential new fire company member) entered the meeting later and was introduced to the Board.

Fire Bureau: Fire Official O'Brien read his report. A copy of the report is attached to the original minutes and incorporated herein by reference. Issues with radios reviewed with Board.

Work Orders: Captain Leonard advised that everything is status quo.

Old Business: Commissioner Torres advised the Board that he did meet with the Men's club to advise what is going on with respect to the Budget and the Township. A lot of them were displeased that the Budget did not pass.

New Business: Commissioner O'Brien motioned to accept a resolution for the Volunteer Fire Assistance (VFA) grant, seconded by Commissioner Couceiro. Motion passed by unanimous consent.

Fire Recovery USA – FF Porth is looking for ways to bring more income into the district. Information regarding this program is to be sent to Board Attorney Braslow. It can only be for our equipment in our district.

Correspondence:

Mail: Thank you letter received from the Food Pantry thanking the career staff for their assistance.

Executive Session: Commissioner Couceiro motioned to accept the Resolution to take the Board into an executive session for the purpose discussion of personnel, seconded by Commissioner Goldman. Motion passed by unanimous consent. A copy of the Resolution is attached to the original minutes and incorporated herein by reference. The Executive Session ended at 6:50 pm.

Public: FF Marrero spoke on behalf of Union #4395 to encourage the Board to maintain the personnel line item to staff the district appropriately. All are encouraged to attend council meeting to express concerns.

April 11, 2024

Adjournment: With no other business to come before the Board, Commissioner Goldman motioned to adjourn the meeting, seconded by Commissioner O'Brien. Meeting was adjourned at 7:05 p.m. by Commissioner Torres.


_____, Clerk

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

April 11, 2024

Meeting Time 6PM Caucus 5:30PM

Meeting called to order 6:00PM
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

5:43 PM

04/11/24

Accrual Basis

Board of Fire Commissioners

Cash Balances

As of April 11, 2024

	Apr 11, 24	
	Debit	Credit
1009 - Lakeland Bank Operating	293,787.25	
1011 - Lakeland Bank Payroll	29,298.24	
1012 - Lakeland Bank Fire Bureau	60,115.70	
1019 - Lakeland Ban-CD Future Cap 0872	1,197.88	
TOTAL	384,399.07	0.00

5:42 PM

04/11/24

Accrual Basis

Board of Fire Commissioners
Treasurer Report
As of April 11, 2024

Type	Date	Num	Name	Debit	Credit
1009 - Lakeland Bank Operating					
Bill Pmt -...	04/11/2024	6675	Acrisure, LLC		18,168.26
Bill Pmt -...	04/11/2024	6676	Action Uniform Co.		4,195.00
Bill Pmt -...	04/11/2024	6677	Asbury Park Press		303.46
Bill Pmt -...	04/11/2024	6678	AT&T Mobility		2,075.96
Bill Pmt -...	04/11/2024	6679	Blaney, Donohue, et al		1,417.50
Bill Pmt -...	04/11/2024	6680	Burlington County ESTC		83.00
Bill Pmt -...	04/11/2024	6681	County Line hardware		22.88
Bill Pmt -...	04/11/2024	6682	Emergency Sevices Marketi...		75.00
Bill Pmt -...	04/11/2024	6683	Federal Express		61.87
Bill Pmt -...	04/11/2024	6684	Freehold Cartage, Inc.		305.99
Bill Pmt -...	04/11/2024	6685	GSB		7,265.64
Bill Pmt -...	04/11/2024	6686	Jackson Municipal Utilities		14.85
Bill Pmt -...	04/11/2024	6687	JCP&L		1,159.92
Bill Pmt -...	04/11/2024	6688	John Fiore		60.00
Bill Pmt -...	04/11/2024	6689	KC Greenscapes		721.11
Bill Pmt -...	04/11/2024	6690	Kenneth Esposito		30.00
Bill Pmt -...	04/11/2024	6691	LytX, Inc.		509.60
Bill Pmt -...	04/11/2024	6692	NetLink Web Services, LLC		199.00
Bill Pmt -...	04/11/2024	6693	NJNG		2,647.35
Bill Pmt -...	04/11/2024	6694	Ocean County Board of Elec...		1,740.52
Bill Pmt -...	04/11/2024	6695	Patrick McCloskey		60.00
Bill Pmt -...	04/11/2024	6696	Richard Braslow ESQ		1,500.00
Bill Pmt -...	04/11/2024	6697	S&S Fleet Services		1,955.55
Bill Pmt -...	04/11/2024	6698	Safe & Secure Security Syst...		4,040.00
Bill Pmt -...	04/11/2024	6699	Skillender s Service Center I...		437.19
Bill Pmt -...	04/11/2024	6700	Susan L Oksen-Pereira		250.00
Bill Pmt -...	04/11/2024	6701	Terminix		1,528.44
Bill Pmt -...	04/11/2024	6702	Treasurer-State of New Jers...		100.00
Bill Pmt -...	04/11/2024	6703	Verizon		307.06
Total 1009 - Lakeland Bank Operating				0.00	51,235.15
TOTAL				0.00	51,235.15

Board of Fire Commissioners Career Department Report

April 11, 2024

Building & Truck Report

Station 1

- Smoke / Heat detectors and manual pull stations are being upgraded to addressable modules work is almost complete. Work was being performed by Safe and Secure Security Systems LLC.

Station 1& 2

- Landscaper K.C. Greenscapes performed the Spring cleanup, edged, and mulched beds.

Unit 5400 (2018 Tahoe):

- Vehicle showed symptoms of overheating: Coolant system flushed, refilled and new thermostat installed. Work performed by Skillender's Auto

Unit 5417:

- Unit is OOS - Scheduled for 4/15/24 for pump testing by Industrial Inspection and Analytics "Industrial- IA"

Unit 5401:

- Multiple pieces of equipment have been relocated and remounted on the vehicle. (All actions were approved by Chief Lubertazzi.)

Unit 5408:

- S&S Fleet services scheduled for 4/16/24 to check ignition / start issue with belly pump and to conduct a D.O.T. inspection on truck and trailer.

Unit 18407:

- Decals were installed by Elite and Vehicle is back at Jerry's Auto for a wiring harness and final detail.

Board of Fire Commissioners Career Department Report
April 11, 2024

Special Details / Projects / Notification / Training

- "First Due" Emergency reporting platform is up and running for 2024 reporting year. Chief Ohara is in the process of transferring the 2023 EMS reports, and legacy data.
- 4/4/24- Grip Hoist Training (In house)
- 4/8/24- Career staff attended live burn at TRFA
- 3/21/2024 -Imersion Injuries at Jackson First Aid
- Two training sessions- 3/19/24 and 3/22/24 - Harassment and Discrimination Training Station 54 Time: 900hrs All fire districts attended.
- 3/26/24- At Station 54 A Jewish cultural class held by the Jackson Jewish Community Council, JJCC to review community customs, various holidays (Time:1000hrs)
- Walkthroughs and Building familiarization were conducted at:
 - 323 West Commodore Blvd. McGuire Air Force Surplus.
 - 4 Novak (MUA site)
 - 10 N. Countyline Rd (office Complex)
- FF Marrero attended:
 - 3/26 - 8:30-15:30 - Morris County Fire Academy: Subchapter 4: 'Retro-fit Requirements'
 - 4/3 - 8:30-15:30 - Gloucester County Fire Academy: Courage to be Safe
 - 4/5 - 8:30-15:30 - Morris County Fire Academy: Fire Department Responsibilities at Incendiary Fires
 - 4/8 - Passaic County Fire Academy Fire Incident Report Writing (Day Class)
 - 4/11 - 8:30-15:30 - Passaic County Fire Academy: Leadership Excellence
- FF Esposito attended:
 - 4/6- Monmouth Fire Academy- Beyond first due at Town Home Fire
 - 4/8 - Passaic County Fire Academy -Fire Incident Report Writing (Day Class)
 - Enrolled in Fire Inspector school April 15 - April 30th (Day Classes) TRFA
- FF McCloskey taught CPR at Station 54 on 4/7/24 and 4/8/24 with a future class on 4/28/24
- FF Fiore obtained certifications:
 - Fire Instructor Level 2
 - Hazmat Technician (Pro Board)
 - Hazmat Incident Commander

Richard Leonard

Submitted by: Captain Richard Leonard

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.

April 11, 2024

Monthly Bureau Report

Inspections are being completed as normal.

Site plans received and finalized:

- No new plans were submitted, Spot Checks were completed on all active construction sites.

Permits:

- 3/23 (2) Food Truck Permits were issued for Bartley Healthcare.

Fire investigations:

- 3/14 Vehicle Fire on Interstate 195 East Mile marker 18
- 3/25 Assisted 18-307 with a Structure Fire Investigation at 38 Vermont Ave.
- 4/4 Vehicle Fire on Anderson Road

Fire Prevention Details:

- The on-duty Engine assisted me with a Fire Prevention Detail at the Orchards at Bartley.

Call Outs / Complaints:

- None currently.

Training / Meetings:

- Attended a meeting with Jackson Police and Ocean County Dispatch regarding the installation of in Building Radio Amplifiers. Multiple systems are already installed and approved for use.

Respectfully submitted,

Stanley O'Brien Jr.

Stanley O'Brien Jr.



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: Robert Chojnacki, President JMVFC
Date: April 11, 2024
Subject: President's Report April 2024

Membership:

- Applications:
 - Rachel Passeggio
 - Rafael Alexis Perez Rosa

Respectfully Submitted,

Robert Chojnacki
President
Jackson Mills Volunteer Fire Company

Jackson Mills Fire Company

Profit and Loss

January - March, 2024

	TOTAL
Income	
Banking Interest	279.11
Donation	4,314.00
Donation Letter	5,675.00
Fundraiser - Flower Sale	17,705.00
Refunds-Allowances	100.00
Total Income	\$28,073.11
GROSS PROFIT	\$28,073.11
Expenses	
Accounting Expenses	180.00
Bank Service Charges	34.17
Damage to Prescription Eye Glasses	34.99
Dues & Subscriptions	290.97
Fundraiser Expenses	13,741.00
Hall Soda	37.74
Health & Welfare	399.99
Instillation Dinner	16,670.36
Meals and Entertainment	10,121.30
Office Expenses	25.65
Postage And Delivery	1,615.25
PPE/Uniform/Apparel	300.80
Rent or Lease	1,199.58
Repair & Maintenance	3,452.58
Supplies	701.99
Taxes & Licenses	691.00
Training	10,257.34
Travel	3,250.00
Total Expenses	\$62,998.71
NET OPERATING INCOME	\$ -34,925.60
NET INCOME	\$ -34,925.60