

Hamilton Township Fire District #4

MEETING MINUTES

REGULAR MEETING BOARD OF FIRE COMMISSIONERS

DATE: January 13, 2011
LOCATION: District Headquarter

BOARD MEMBERS PRESENT: Commissioner Fred Yaede
Chairperson Commissioner Betty Newbon
Treasurer/ Commissioner John Newbon
Commissioner Chelsea Chrisner
Secretary/ Commissioner Keith Lesslie

The meeting was called to order by Commissioner Betty Newbon at 7:40 PM . Meeting is being held with benefit of Public Notice, in accordance with the Sunshine Act.

The **Pledge of Allegiance** was recited.

APPROVAL OF PREVIOUS MINUTES - Be it resolved that the Minutes of the previous meeting was approved.

SECRETARY REPORT - Dec 9th- Board introduce and approved introduced budget. Posted on HQ board. Dec. 11- send letter to all Captains in regard to meet with the commissioners, Dec 11- Sent letter to FF Heienmann to meet with Commissioners, Dec 13th- Sent Trenton Times first notice, Dec. 14th- First Notice posted in Trenton Times, Dec 16th- Received new petition forms for Commissioners from Township. Gave petition form to John Newbon, Dec. 21st- Received a check from State of NJ Police and Firemen's Retirement system for \$1,670.97, Dec 21st- Received a check from State of NJ 1st qtr LEA rebate for \$10,744.48. Both checked turned over to Treasurer.

COMMUNICATION:

Received the car report for both chief. All cars are in good working order.

Received the fire line officers for District 4 list. Hamilton Fire Company reported that they do not have any Lieutenants at this time.

Received a training log from Capt. Esposti on his crew attending RWJ for a fit testing.

Received the annual report from Municipal Excess Liability Joint Insurance Fund.

Received a letter from J.A. Montgomery Risk Control in regard to our inspection from them. Only violation they would like for us to fix is to put an eye protection sign above the work bench.

Received a letter from Capt. Serben reporting that Capt Adams is now the assistant shop steward for Local 284.

Received a letter from NJ Fire Museum asking for donation.

Received an application for a credit card from Chase.

Received a letter from State of NJ Dept. of Health and Senior Services letting us know that our letter for a time extension on the violation has been approved. Violations must be abated by Feb. 15, 2011.

Received the original deed and copy of the plotted deed from our lawyer, Dan Graziano. Secretary will file

Received a letter from Capt. Serben in regard to damaged done on Engine 14-2 exhaust system.

Received Chief Gray and Chief Smolka swearing in letter. Both chief has been sworn in.

Received a letter from Paychek to let us know that they received the letter to have the old commissioners name taken off as signature on the paycheck and added Comm. Lesslie and Comm. Jo. Newbon name to it.

Received the workers compensation claims for FF Miller and FF Mull.

Received the letter that Comm. Jo. Newbon sent to the state civil service commission for an updated list of eligible firefighter.

Received a drill report from Capt. Prince. His crew went to RWJ for fit testing.

Received a medical report for FF Keegan Slate. His medical report found that he meet all criteria to be a firefighter.

Received and posted the NOTICE for the Employer Liability Insurance Law.

FINANCIAL MATTERS:

Commissioner Lesslie made a motion to approve the monthly bills totaling \$225,482.80 which was seconded by Commissioner Yaede and unanimously approved by the board. Bills sheet is attached to minutes.

COMMISSIONERS REPORT:

Betty Newbon - Nothing to report at this time

Chelsea Chrisner - Nothing to report at this time.

John Newbon – Reported the new knox box system is in all three trucks. Each Captains have their own code to access the key. The phone system is being looked into, appeared to be a problem where people can hear us, but we cant hear them. The bay door on Engine 14 has problem. The safety device to send the door back up if it hit the truck or a person is not working properly. Jammer Doors will be in to look into it. BookKeeper will be coming in on Tuesday night to meet with him. Received the payroll information for FF Norton. We are about 90% done on the violation. Just waiting on all the career staff to finish up at RWJ and we should be fully in compliance. He will be talking with Capt Serben about the new Server that we are looking into getting. .

Keith Lesslie – Will be at Headquarter to take commissioners petitions on Jan. 21st which is the deadline. If anyone likes a petition, please see me.

Fred Yaede – The back stairwell has been completed with the new safety flooring. The new clock is up in the engine room, but looking into moving it as it a little hard to read the time. He has heard nothing back from Enterprise Fire Company in regard to the building in where they would like their offices. Currently working on the kitchen and have some information that he will present very shortly.

MONTHLY REPORT BY THE CHIEF OF DEPARTMENT

Chief reported that Dist 4 has a working fire on Lynwood Ave. A total of 5 houses were loss. He is requesting to sit with the Board to go over a few things. Next drill is Jan. 25th on CPR refresher. Feb. 28th will be a mandatory drill. Met with the captains and went over policy and other business. They are looking into having a driver training policy set-up. Chief asked the board to look into a program that will allow the chief to keep track of all the fire call, gears information, pagers and other firematic equipment for each members. Cost is \$199.95. Held to workshop meeting. He asked the Board if the members and staff can go out on their own and purchase leather helmet. They must be class 6A or 5A. **** Motion by Comm. John Newbon, seconded by Comm. Chrisner to approved that the staff and members can purchase their own leather helmet and that if any damage , lost or stolen helmet will not be the responsibility of the Board of Commissioners. Motion was unanimously approved. ** Motion by Comm. Jo. Newbon, seconded by Comm. Chrisner to approved the District Chief Fire Officer List for District 4. Motion was unanimously approved.** Chief Gray will be looking

into the pickup situation that occurs on the Dec snowstorm. Will report back to the board. There are new forms to be filled out by members for new or damaged gears, new sign in list for both station and new training logs for the captain to fill out. **** Motion by Comm. Jo. Newbon, seconded by Comm. Yaede to purchase a command box for the chief vehicle for \$400.00. Motion was unanimously approved by the board.**

MONTHLY REPORT BY THE ASST CHIEF OF DEPARTMENT

FIRE INSPECTOR REPORT

Fire Inspector McCormick reported 533 Whitehead Rd. Numerous situation going on in that building. A job well done by all involved at the Lynwood Ave fire. Fire started by down power line when a truck went down the street. And 57 N. Johnson Ave still needs lot of work on the sprinkler system. Heard about \$300,000 of work needed.

OLD BUSINESS

Comm. Jo. Newbon read the adopted budget. Chairperson Betty Newbon did a roll call vote on all Commissioners and all votes were AYE. Adopted budget approved by the board.

COMMENT FROM THE FLOOR

Capt. Serben reported that he is working on the new server for the district. Still looking into getting the quotes and hopefully have it by the workshop meeting.

NEXT SCHEDULED MEETINGS:

Chairperson Commissioner Betty Newbon mentioned that our next meeting will be the workshop meeting to be held on January 27, 2011 at Fire Headquarter at 7:00 p.m. Next Regular meeting will be held on February 10, 2011 at 7:30 p.m. at Fire Headquarter.

THE MEETING ADJOURNED AT 9:05 P. M.

Minutes prepared and submitted by:

Commissioner Keith Lesslie, Secretary

Minutes APPROVED by Fire Commissioners on _____