

Hamilton Township Fire District #4

MEETING MINUTES

REGULAR MEETING BOARD OF FIRE COMMISSIONERS

DATE: August 12, 2010
LOCATION: Enterprise Fire Company, Station 14-2

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

The meeting was called to order by Commissioner Yaede at 7:30 PM . Meeting is being held with benefit of Public Notice, in accordance with the Sunshine Act.

The **Pledge of Allegiance** was recited.

Chairman of the Board, Betty Newbon excused the meeting at 7:31 p.m. to go into an executive session. Please note that the Board attorney, Dan Graziano, Jr is in attendance.

Executive session ended at 8:25 p.m.

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

SECRETARY REPORT - Jul. 17- filled out information regarding Capt. Adam injury to CSG, Jul 21- received confirmation from CSG regarding Capt. Adam injury, Jul 25- Send out discipline action paperwork to one of the captain and had it signed, Jul 26- Send out discipline action paperwork to one of the FF and had it signed, Jul 29- Sent letter to FM 14 regarding shared service agreement with Station 17 of the Fire Prevention and Inspection department to begin on Sept. 1, 2010. Jul 29- Faxed Captain position announcement to Jen O'Neill, Jul 29- Received phone call regarding FF Joe Horn injury on duty, Jul 30- Sent discipline paperwork to Civil Service Commission, Jul 30- Received grievance letter to appeal from both disciplinary. Aug 6- Sent letter to both parties regarding their appeal to be heard on Aug 12, 2010 at Enterprise Fire Company, Aug 10- Dropped off information regarding the appeals to the attorney office, Aug 12- Received a check from Hamilton Township for third quarter tax of \$438,612.50

COMMUNICATION:

Received a letter from the career staff of District 4 asking to have Jim Lombardo Jr of District 7 to be hired as the fire inspector for the district. The board will hold the letter till they meet with District 7 fire commissioners regarding the transfer.

Received a letter from Charles Prince asking for the following information in accordance to the Open Public Records Act, Copy of agreement that been made with District 7 regarding the Fire Prevention and Inspection department, Copy of all minutes written and recorded from any meetings where the above item was discussed, and a copy of any items located within and to view his personnel file. Comm. Lesslie will take care of all information needed by him.

Received a letter from Hamilton Township department of Health, Recreation, Senior and Veteran Services regarding our mold situation at Fire Headquarter. Letter stated that the office is completely satisfied that the condition is abated and could begin drywall repairs.

Received the car report from Chief Gray. Chief reported car might need new tires. Commissioner Jo. Newbon will have Chief Gray take car in to check tires.

Received a letter from Capt. Serben regarding FF Frank Petrangli status. Capt Serben reported all is going well and a very good asset to the district in both work ethic and knowledge.

Received the NFIRS incident types report. Secterary will file in office.

Received a letter from the state of NJ division of pensions and benefits regarding Capt. Brian Newbon retirement to be effective Jan 1, 2011. Commissioner Jo. Newbon has filled out paperwork needed by the division.

Received a letter from Szaferman Lakind attorney office regarding them sending a letter to our auditor John Maley in regard to letting him know that we have no pending or threatened litigation against the Fire District.

Received the paperwork from FF Frank Petrangeli for his direct deposit account for his payroll.

Received a letter from Nottingham Insurance in regarding to FF Horn injury and the claim number for his injury.

Received a letter from Charles Prince asking that his name be removed from the current Written Hazard Communication Plan prior to Sept. 1. Commissioner Jo. Newbon reported that all is completed and updated.

Received a copy of the application for junior membership from Brandon Parrish. Motion by Comm. Jo. Newbon, seconded by Comm. Chrisner to approve the application. Approved unanimously by the board.

Received a letter from the career staff of District 4 asking for gym equipment for their use. Comm. Betty Newbon reported that the board will discuss at the workshop meeting.

Received a letter from the career staff of Dist. 4 asking to meet with the board in regard to having their contract extended. Comm. Betty Newbon reported that the board will discuss at the workshop meeting.

Received a letter from Chief Gray in regard to having the box changed in the district. Comm. Betty Newbon reported that the board will discuss at the workshop meeting.

FINANCIAL MATTERS:

Commissioner Lesslie made a motion to approve the monthly bills totaling \$193,098.98 which was seconded by Commissioner Yaede and unanimously approved by the board. Bills sheet is attached to minutes.

COMMISSIONERS REPORT:

Comm. Betty Newbon - Reported that she got a price from Designing Windows to replace all of the blinds, curtains and install all in the Career Staff bunk room, Meeting room, and Members lounge room for a total of \$2,000. Motion by Comm. Yaede, seconded by Comm. Lesslie to purchase the items. This was approved unanimously by the board.

Comm. Chrisner – reported on the ladder testing to be done. Hose testing are completed.

Comm. Yaede - SCBA rack is in, Ceiling fan came down in Engine Room, will be replaced. Would like to send an apparatus from both station if possible to the Bromley Civic Assoc affair that is being held on Saturday, Aug 14th at the Municipal office. Motion by Comm. Yaede and seconded by Comm. Jo. Newbon to approved to send the apparatus to the affair.

Comm. Lesslie – reported that FF Ian Riddell facepiece broke on a call, need to be replaced. Comm. Newbon will look into it for him. Reported that he was out on a call and had problems with the gas meter not working. Need to look into purchasing a rechargeable meter that can charge on the apparatus and not batteries operated. Bart Watson was supposed to be in attendance to introduce new meter, but was not present. Asked the board to look into the purchase of a new laptop for the secretary of the board to use in the office for his work. Will report back with prices.

Comm. Jo. Newbon -

BUILDING & GROUNDS

Comm. Yaede reported that the toilets are installed and completed. Fence has been installed and completed. Comm. Yaede reported that he got the price to have the district patch above the outside entrance and the cost would be \$300 more than what the maltese cross would be. Motion by Comm. Jo. Newbon, seconded by Comm. Lesslie to approved the modification. This was unanimously approved by the board.

MONTHLY REPORT BY THE CHIEF OF DEPARTMENT

Reported that Station 14-2 needs suspenders for their PPE gears. Comm. Jo. Newbon will look into the situation as they might need to be totally replaced if outdated.

MONTHLY REPORT BY THE ASST CHIEF OF DEPARTMENT

COMMENT FROM THE FLOOR

Capt. Serben reported that the phone in the captain office goes dead for some reason after 3-5 mins. Comm. Jo. Newbon will call in for service on the phone.

FF Shane Mull asked the board to have the starting salary of our district firefighters to be paid for per-diem. The board will discuss and look into it further.

FF Shane Mull asked the board regarding FF Cummings facepiece that he is reporting failed the test due to the size. Comm. Jo. Newbon reported that he was told that the facepiece passed. He will look into the situation further and take care of the situation right away.

Capt. Serben asked the board to have extra gear put out so that the career staff has them ready to use in case needed. Comm. Jo. Newbon reported that the chief office where the extra gear equipment is located will be moving downstairs. Once office is moved, career staff will have access when needed.

Capt. Serben asked the board to get the radio upgraded to have it locked onto a channel to avoid the channel changing on them while fighting a fire on a call. This will allow the career staff or anyone else with the radios to know that the channel is on the right channel. Comm. Jo. Newbon will try and contact Joe Flynn to have them installed. Will report back next meeting.

FF Shane Mull reported that the district are not having their monthly drills. Comm. Betty Newbon will contact both chief to find out what the situation is and will report back to the board.

FF Shane Mull asked the board to purchase new shirt for FF. Frank Petrangli as he is a per-diem and working in our district. Motion by Comm. Jo. Newbon, seconded by Comm. Yaede to purchase 2 new shirts for him. This was unanimously approved by the board.

Comm. Jo. Newbon reported that there is no township commissioner meeting this month.

Comm. Jo. Newbon would like to allow the career staff to attend the Sept. 11th memorial at Veterans Park on Sept. 11th. Motion by Comm. Jo. Newbon, seconded by Comm. Yaede to approved. Approved unanimously by the board.

Comm. Jo. Newbon reported that there is the Iron Steel Run to be held on Aug. 28th. He would like to send the ladder and pumper from station 2 to the event. Motion by Comm. Jo. Newbon, seconded by Comm. Lesslie to approve. Approved unanimously by the board.

Comm. Jo. Newbon asked the board to have all meeting regarding district 4 to be held at Fire Headquarter at 1805 E.State St beginning Sept. 1, 2010. Motion by Comm. Jo. Newbon, seconded by Comm. Lesslie to approve. Approved unanimously by the board. Comm. Lesslie will send in the information to the newspaper of the changes.

Capt. Bob Adams asked the board to appoint Capt. Serben as the person in charge of the laptop computer on the apparatus. Motion by Comm. Jo. Newbon, seconded by Comm. Lesslie to approve. Approved unanimously by the board.

Comm. Yaede reported that he has 2 bids for the carpet and ceiling repairs in the rec room on the second floor of headquarter. Motion by Comm. Jo. Newbon, seconded by Comm. Lesslie to approve. Approved unanimously by the board.

NEXT SCHEDULED MEETINGS:

Workshop Meeting - August 26, 2010 at the Enterprise Fire Company
Public meeting – September 9, 2010 at Fire Headquarter

THE MEETING ADJOURNED AT 10:27 P.M.

Minutes prepared and submitted by:

Commissioner Keith Lesslie, Secretary

Minutes APPROVED by Fire Commissioners on _____

