

# Hamilton Township Fire District #4

## MEETING MINUTES

### REGULAR MEETING BOARD OF FIRE COMMISSIONERS

**DATE:** February 15, 2014  
**LOCATION:** District Headquarter

**BOARD MEMBERS PRESENT:** Commissioner Fred Yaede  
Chairperson Commissioner Betty Newbon  
Treasurer/ Commissioner John Newbon  
Commissioner Richard Coleman  
Secretary/ Commissioner Keith Lesslie

The meeting was called to order by Commissioner Betty Newbon at 1:56 p.m. Meeting is being held with benefit of Public Notice, in accordance with the Sunshine Act.

Please note that the regular schedule meeting for February 13, 2014 was cancelled due to the snow storm. The meeting was rescheduled to today.

The **Pledge of Allegiance** was recited.

Commissioner John Newbon made a motion that the judges for the Election will be Valerie Zielinski, Michelle Picard and Cindy Yaede. Cindy Yaede will be the Judge, and Valerie Zielinski and Michelle Picard will be the alternate judges. Motion was seconded by Commissioner R. Coleman. Motion was unanimously approved by the board.

Judge Cindy Yaede checked the ballot box and confirmed that there is no ballot in the box.

Chairperson Betty Newbon opened the Election at 2:00 p.m. Election clock is located above the main entrance door to the meeting room.

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

**SECRETARY REPORT** - Reported that all is in order for the election.

**COMMUNICATION:**

Received a letter from PSEG regarding the freshwater wetlands. Secretary to file.

Received the car report for Deputy Chief 14 vehicle for the month of January. All is working normal.

Received a check from Highland Claim Service for Firefighter Headley. Check was turned over to the treasurer for \$853.01

Received the NFIRS report for the month of January.

Received the 2012-2013 annual report from Joint Insurance Fund.

Received a copy of the contract for Clean Air Company

Received a doctor release notice for Deputy Chief Newbon.

**FINANCIAL MATTERS:**

Commissioner Yaede made a motion to approve the monthly bills totaling \$172,498.15 which was seconded by Commissioner Coleman and unanimously approved by the board.

**COMMISSIONERS REPORT:**

Richard Coleman – Reported on truck committee. Question was asked to Chief Gribbin on the truck status and where we stand right now.

John Newbon – Reported on some apparatus repairs.

Fred Yaede – Reported on the commissioner storage room that will be cleaned up and fixed. Reported on some other minors maintenance that will be needed around the firehouse.

Keith Lesslie – Reported the lock on the sign outside is not working properly. Comm. Yaede will have someone check into it and replace lock if needed.

**MONTHLY REPORT BY THE CHIEF OF DEPARTMENT**

Reported on a new overtime policy that was being given to the career staff.

Reported on the Captains need to be trained to be fire instructors. Motion by Commissioner Yaede, seconded by Commissioner Lesslie to approve sending the fire officers to the classes for training. Motion was unanimously approved by the board.

Chief reported on a share service agreement with fire district 3 for Vehicle Maintenance Repair. The Share Service Agreement was read and a motion by Commissioner Jo. Newbon and seconded by Commissioner Yaede to approve the agreement. Motion was unanimously approved by the board.

### **MONTHLY REPORT BY THE ASST CHIEF OF DEPARTMENT**

Nothing to report at this time.

### **FIRE INSPECTOR REPORT**

Fire Inspector was out of the town and unavailable to attend today meeting.

### **OLD BUSINESS**

### **NEW BUSINESS**

The Board went into executive session at 4:10 p.m.

Executive session ended at 4:58 p.m.

At 9:00 p.m., Chairperson Betty Newbon closed the voting for the Fire District Election. All judges pulled the ballot from the box. A total of 23 ballot was casted.

The budget was approved by a vote of 20-3 votes.

Commissioner John Newbon was re-elected to the position of Commissioner for a 3 year term with 20 votes. There were 3 votes for others.

### **COMMENT FROM THE FLOOR**

**None**

### **NEXT SCHEDULED MEETINGS:**

Chairperson Commissioner Betty Newbon mentioned that there will be no workshop meeting for February.

**THE MEETING ADJOURNED AT 9:24 P. M. Motion made by Comm. Yaede and seconded by Commissioner Coleman.**

Minutes prepared and submitted by:

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Commissioner Keith Lesslie, Secretary

Minutes APPROVED by Fire Commissioners on \_\_\_\_\_

