

DELRAN TOWNSHIP FIRE DISTRICT #1
BOARD OF FIRE COMMISSIONERS
REGULAR MONTHLY MEETING
JANUARY 22, 2019

The regular meeting of the Board of Fire Commissioners of the Delran Township Fire District No. 1 was held on Tuesday evening January 22, 2019 at the Fire District Office with President Charles S. Kendra, Sr. calling the meeting to order at 7:30 pm.

The President announced that this meeting is being conducted within the provisions of N.J.S.10-4.6 to N.J.S. 10:4-41 titled Open Public Meetings and that the time and place has been posted on the bulletin board of the Municipal Buildings and was advertised in the Burlington County Times on February 22, 2018.

Other members of the Board and appointed persons present were: Commissioners James Bauer and James Turcich. Also, present were: Chief John Martino; Battalion Chief #231 Forman Shemeley; Battalion Chief #232 Kevin Peak; Fire Official Walt Bauer, Solicitor Carmen Saginario, and Insurance Broker Ryan Jones. Commissioners David Kinney and Joseph Parento; and Deputy Chief Joseph Cunningham were excused.

James Turcich made a motion, which was seconded by James Bauer to approve both the December 18, 2018 regular minutes and January 8, 2019 caucus minutes. The Board was polled. All AYES. The motion was carried.

COMMUNICATIONS: All communications that were received have been distributed to the Board members. James Bauer wrote a thank you letter to Hutchinson HVAC saying that we are extremely satisfied with the boiler installation, and to the entire team for their expertise, workmanship, and professionalism on the entire project.

SECRETARY: The Secretary reported that we are working on the fire district budget/election.

CHIEF: Chief Martino reported that the Chiefs made up a six-month schedule of department drills.

DEPUTY CHIEF: No report.

STATION 231 BATTALION CHIEF: Battalion Chief Shemeley submitted his monthly report. (See report). He also reported that the department officers attended the annual County Chief's Installation Meeting/Dinner. The department responded to a total of 776 calls in 2018 for an average of 2.1 calls a day. We responded to 30 calls as of January 22. Gabby and Natasha Ruiz are currently attending Firefighter I. Brandon Gerald completed and passed Firefighter I. Forman Shemeley and Joe Parento III completed and passed Fire Instructor II.

STATION 232 BATTALION CHIEF: Battalion Chief Peak reported that Theresa Horner and Dakota Heizman completed and passed Firefighter I.

Deputy Chief Joseph Cunningham, Christopher Taranto, and Joseph Cunningham Jr. all passed the International Investigation of Arson Investigators class. Christopher Taranto completed and passed Fire Official class.

OTHER LINE OFFICER'S REPORTS: None

FIRE OFFICIAL: A written report was submitted (Attached)

SOLICITOR'S REPORT: Solicitor Saginario reported that a draft copy of the employee policy and procedure manual has been forwarded to the Board members to review, he suggests that the Board form a sub-committee to review it.

APPARATUS OFFICER:

Engine 2312	The Federal Q siren was repaired
Brush 2316	New leaf springs installed The discharge gauge is not working
Ladder 2315	Blue LED lights were installed on the boom
Squirt 2324	To Cummins Bristol Truck Repair for an accelerator problem
Rescue 2329	The "No Start" neutral safety switch was repaired
Engine 2321	Cherry Hill FD is working on repairs to various items.

FIRE EQUIPMENT: Already reported.

STATION PRESIDENT'S REPORT: #231- No report.
#232- No report.

STATION TRUSTEE REPORT: Station 231- the block heater on the generator was repaired. Station 232- the Comcast cable boxes and remotes were all replaced.

INSURANCE – A written report was submitted. (Attached)

EMERGENCY SQUAD: No report.

MASTER PLAN: No report.

BUILDING & GROUNDS: James Bauer reported that the heaters in stairwells are not working.

PUBLIC RELATION: No report.

OFFICE SPACE & EQUIPMENT: James Turcich reported that the office furniture will be in about the middle of March

CHIEF'S DINNER/BUSINESS RECOGNITION: No report.

FIRE PREVENTION: No report.

EMERGENCY MANAGEMENT: (see Attached)

UNIFORMS: Angela Bauer reported that we ordered some long and short sleeve t-shirts.

SAFETY: No report.

WEB PAGE: Nothing new to report.

GRANT: Nothing heard on the Firefighter Assistance Grant that was submitted.

BILLS FOR PAYMENT: James Turcich made the motion, which was seconded by James Bauer to pay all bills present. The Board was polled. All AYES. The motion was carried.

TREASURER'S REPORT: James Turcich made the motion, which was seconded by James Bauer to accept the Treasurer's report. The Board was polled. All AYES. The motion was carried.

OLD BUSINESS:

- 1) Hurricane Irene FEMA reimbursement payment. (Nothing new to report)
- 2) Gov.Deals Auction of outdated equipment: Retired FM vehicle; Surplus SCBA equipment; and obsolete radios. (No progress at this time)

NEW BUSINESS: There was no new business to discuss.

PUBLIC COMMENTS: No public comments.

EXECUTIVE SESSION: James Turcich made a motion, which was seconded by James Bauer to enter into closed session under N.J.S.A. 10:4-12 to discuss personnel matters. It was stated that the matters to be discussed will be made public when the interests of the District no longer exist to retain the matters as confidential.

COMMISSIONERS COMMENTS: James Bauer stated that it is good to see the squad is up and running.

President Kendra asked if anyone had any further business to discuss. Hearing none he asked for a motion to adjourn. James Turcich made a motion that was seconded by James Bauer to adjourn the meeting at 8:54 pm. The Board was polled. The motion was approved unanimously.

Respectfully submitted,
Angela Bauer
Angela M. Bauer, Board Clerk

Battalion Chief 2310 Report

January 22, 2019 Commissioners Meeting

Apparatus

- *Engine 2311 At Station 2 while 2321 OOS (Moved 11/18/18 or 65 days)
- *Engine 2312 Federal Q siren repaired
Level Gauge repaired
- * Brush truck 2316 New leaf springs installed by Delaware Valley Trucking
Salesperson out in regards to replacing rotating light with LED
Discharge pressure gauge not working
- * Ladder 2315 Blue LED lights installed on boom
- * Utility 2318 Salesperson out in regards to replacing rotating light with LED

Activities

- * Department officers attended the annual County Chief's Installation Meeting / Dinner
- * Ladder 2315 along with a crew of 4 attended firefighter's funeral at Station 171 and used the ladder to mast the flag for the funeral procession on 1/8/19
- * Truck committee to meet once Joe and Ralph return from Florida

Training

- **G and N Ruiz**
Currently attending Firefighter I (doing well so far)
- **F Shemeley, Parento**
Completed and passed Fire Instructor II
- **Parento III**
Waiting on test results for Fire Instructor II
- **B. Gerarld**
Completed and passed Firefighter I

Miscellaneous

- * Incidents are entered up to 01/16/19 for Station 1. Year to date run total as of today at 1700 is 30 for an average 1.3 calls a day.
- * Department responded to a total of 776 call in 2018 for an average of 2.1 calls a day
- * Find attached list of Line and Administrative Officers for station 231 for the year 2019
- * Need to order new shirt and hat badges for the new line officers at Station 1
 - Captain
 - Lt
 - FP Capt
 - FP Lt

Respectfully submitted
Forman M. Shemeley III
Battalion Chief
Delran Fire Department
Station 231

**DELTRAN FIRE DEPARTMENT
BUREAU OF FIRE PREVENTION
MONTHLY REPORT: January 22, 2019**

In December, there were 127 inspections, re-inspections, etc., and 13 home resale or rental inspections.

The annual report for the New Jersey Division of Fire Safety was completed.

Plan Review: None,

Fire Prevention: No Report

Open House: No Report

Fire Investigation: The County Fire Marshal and several member of our department investigated a fire at 7 Montclair Drive on December 29, 2018.

County Fire Marshal Meeting: There is a pyrotechnician training & safety seminar at the E.S.T.C. February 16, 2019 @ 8:00.

O.E.M. meeting January 31, 2019.

Walt Bauer

cc:

Chuck Kendra, President	Chief Martino
Dave Kinney	Deputy Cunningham
Jim Turcich	Battalion Shemely
Joe Parento	Battalion Peak
Jim Bauer	A. Bauer Clerk of the Board

DELRAN TWP. FIRE DISTRICT #1
INSURANCE REPORT
December 18th, 2018 – January 22, 2019

Dec. 27th:

- Renewal COI's were issued and sent out

Jan. 1st:

- COI for the NJ Dept of Health was issued

Jan. 9st:

- The 2018 OSHA 300 log was issued, to be posted from 2/1/19 to 4/30/19

Jan. 14th:

- Status of the Jan. 2016 Binning WC claim checked, still no settlement

Jan. 15th:

- Auto ID cards were issued

*Your account manager contact has been switched back to Kim Smith, ext.235

No other claims were reported, and no other Certificates of Insurance were issued in this period.

1/7/19 at 15:39:12.74

Deiran Township Fire District #1
 Select For Payment Preview Report

As Of Jan 6, 2019

Filter Criteria includes: 1) For all Invoice amounts 2) For all Vendors 3) and Discounts expire on the discount date 4) Bank Account: 10000 5) Invoices Due Before: 2/1/19 6) Discounts Lost By: 1/6/19. Report order is by Vendor ID.

Vendor ID Vendor	Invoice#	Inv. Date	Due Date	Balance	Disc. Date	Discount Amt	Pay Amount
EDMUNDS&ASSOC Edmunds & Assoc, Inc.	19-01077/19-002	1/6/19	1/31/19	3,488.00	1/6/19		3,488.00
FIREANDSAFETYSERVICE Fire & Safety Services, LTD	S118-2552	12/16/18	12/31/18	412.00	12/16/18		412.00
FLAGGS PEST CONTROL Flagg's Pest Control	5369	12/26/18	12/31/18	170.00	12/26/18		170.00
GPANJ GPANJ, Inc	2019-0001	1/8/19	1/31/19	100.00	1/8/19		100.00
HUTCHINSON Hutchinson	1324057 1324342	12/19/18 12/21/18	12/31/18 12/31/18	11,950.00 8,570.00	12/19/18 12/21/18		11,950.00 8,570.00
JF First Responder Joint Ins Fund	1ST INSTALLM	1/6/19	1/31/19	34,352.00	1/6/19		34,352.00
JOEYS LAWN CARE Joey's Lawn Care	5373	12/26/18	12/31/18	851.00	12/26/18		851.00
LEXISNEXIS Matthew Bender & Co., Inc.	0699209219-201	1/8/19	1/31/19	223.74	1/8/19		223.74
				223.74			223.74

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Vendor ID Vendor	Invoice#	Inv. Date	Due Date	Balance	Disc. Date	Discount Amt	Pay Amount
NATECH SOLUTIONS Natech Solutions	2005-3623	1/6/19	1/31/19	500.00	1/6/19		500.00
NATIONALSAFETYCOUNCI National Safety Council	1648300	1/8/19	1/31/19	67.60	1/8/19		67.60
NJAWC NJ American Water Co.	19-00020	1/8/19	1/31/19	708.29	1/8/19		708.29
NJAWC-HYDRANTS New Jersey/American Water Co.	19-00010	1/6/19	1/31/19	12,135.50	1/6/19		12,135.50
NJDMFIRESAFETY NJ Division of Fire Safety	19-00015	1/6/19	1/31/19	150.00	1/6/19		150.00
POSTMASTER-DELTRAN Delran Postmaster	POBOX1007 - 2	1/8/19	1/31/19	234.00	1/8/19		234.00
PSE&G Public Service Elec & Gas	503100051575	1/8/19	1/31/19	5,522.65	1/8/19		5,522.65
RIGGINS Riggins Oil	74981114 74981113	12/26/18 12/26/18	12/31/18 12/31/18	361.32 316.98	12/26/18 12/26/18		361.32 316.98
				678.30			678.30

1/7/19 at 16:39:12.71

Delran Township Fire District #1
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As of Jan 6, 2019

Filter Criteria includes: 1) For all invoice amounts 2) For all vendors 3) and Discounts expire on the discount date 4) Bank Account: 10000 5) Invoices Due Before: 2/1/19 6) Discounts Lost By: 1/6/19. Report order is by Vendor ID.

Vendor ID Vendor	Invoice#	Inv. Date	Due Date	Balance	Disc. Date	Discount Amt	Pay Amount
SERVICE TIRE Service Tire Truck Center	170029-15	1/8/19	1/31/19	265.95	1/8/19		265.95
SPRINT/NEXTEL Sprint/Nextel Communications	311680329-185	1/6/19	1/31/19	2,781.04	1/6/19		2,781.04
TURCICH, JAMES T. James T. Turcich	19-00018	1/6/19	1/31/19	2,223.44	1/6/19		2,223.44
VERIZON Verizon	19-00026	1/6/19	1/31/19	467.79	1/6/19		467.79
Report Totals:				85,851.30			85,851.30

Number of Checks: 20

Beginning Account Balance: 0.00

Total Amount of Payments: 85,851.30

Ending Account Balance: -85,851.30

1/8/19 at 17:51:45.00

**Delran Township Fire District #1
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Vendor ID Vendor	Invoice#	Inv. Date	Due Date	Balance	Disc. Date	Discount Amt	Pay Amount
CFI Corporate Facilities of NJ	18-00533-1	1/6/19	1/31/19	3,647.37	1/6/19		3,647.37
				3,647.37			3,647.37
ESO SOLUTIONS ESO Solutions	12998/13013	12/6/18	12/31/18	1,600.00	12/6/18		1,600.00
				1,600.00			1,600.00
THEFIRESTORE Wirmer Public Safety Group	1897759	12/1/18	12/31/18	2,011.00	12/1/18		2,011.00
				2,011.00			2,011.00
Report Totals:				7,258.37			7,258.37

Number of Checks: 3
 Beginning Account Balance: 1,357,771.03
 Total Amount of Payments: 7,258.37
 Ending Account Balance: 1,350,512.66

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Vendor ID Vendor	Invoice#	Inv. Date	Due Date	Balance	Disc. Date	Discount Amt	Pay Amount
A-2-Z EMBLEMS A-2-Z Emblems	10984	1/3/19	1/31/19	777.80	1/3/19		777.80
AMERICANDRAIN American Drain	030974	1/21/19	1/31/19	112.25	1/21/19		112.25
BCIT Burlington County BCIT	5664	1/21/19	1/31/19	110.00	1/21/19		110.00
BURLCOTIMES Courier Times	45769	1/16/19	1/31/19	272.72	1/16/19		272.72
COMCAST Comcast Cable	1900047	1/16/19	1/31/19	869.95	1/16/19		869.95
DCA-ELEVATOR Treasurer - State of NJ	031000112004	1/11/19	1/31/19	258.00	1/11/19		258.00
DEERPARK ReadyRefresh by Nestle	018227752044	1/11/19	1/31/19	559.88	1/11/19		559.88
DELAGELANDEN DeLage Landen Financial Servic	019878161619	1/11/19	1/31/19	810.00	1/11/19		810.00

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Vendor ID Vendor	Invoice#	Inv. Date	Due Date	Balance	Disc. Date	Discount Amt	Pay Amount
DELAWAREVALLEYTRUCK Delaware Valley Truck Service	56130	1/21/19	1/31/19	1,713.80	1/21/19		1,713.80
DELRANTOWNSHIP Delran Township	1st Qtr. 2019	1/16/19	1/31/19	5,400.00	1/16/19		5,400.00
DELVALPAYROLL PRIMEPOINT - DelVal Payroll	272411	1/21/19	1/31/19	115.60	1/21/19		115.60
DITMARS PERAZZA Ditmars, Perazza & Co., LLP	2016-269	1/11/19	1/31/19	1,600.00	1/11/19		1,600.00
ERIN CLEANERS Erin Cleaners	68688	1/21/19	1/31/19	14.85	1/21/19		14.85
FIREANDSAFETYSERVICE Fire & Safety Services, LTD	S118-2578 S118-2580 S119-0017	1/5/19 1/5/19 1/21/19	1/31/19 1/31/19 1/31/19	1,984.84 127.29 412.50	1/5/19 1/5/19 1/21/19		1,984.84 127.29 412.50
HUTCHINSON Hutchinson	1325545/MO136	1/11/19	1/31/19	2,524.63	1/11/19		2,524.63
JOHNSLAWNSERVICE John's Lawn Service	13531	1/21/19	1/31/19	59.00	1/21/19		59.00

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Vendor ID Vendor	Invoice#	Inv. Date	Due Date	Balance	Disc. Date	Discount Amt	Pay Amount
M&N SALES M & N Sales Co., Inc	478420	1/11/19	1/31/19	398.80	1/11/19		398.80
				398.80			398.80
NAPA AUTO PARTS Napa Auto Parts	19-00038	1/16/19	1/31/19	185.99	1/16/19		185.99
				185.99			185.99
STOKLEYS Stokley's, Inc.	1184	1/6/19	1/31/19	626.00	1/6/19		626.00
				626.00			626.00
Report Totals:							
				17,825.80			17,825.80

Number of Checks: 19

Beginning Account Balance: 1,350,648.02

Total Amount of Payments: 17,825.80

Ending Account Balance: 1,332,822.22