

**BOARD OF FIRE COMMISSIONERS
TOWNSHIP OF HILLSBOROUGH**

**PO BOX 6147
HILLSBOROUGH, NJ 08844
Hillsborough.firesafety@comcast.net**

REGULAR MEETING

December 13, 2011

The Board of Fire Commissioners of Hillsborough Township, County of Somerset, New Jersey convened in Regular Session on Tuesday, December 13, 2011 at 8:01 pm. at the Hillsborough Township Municipal Building on South Branch Road. Commissioner Vice-Chairman Kenneth Wetzel called the meeting to order.

Following the Pledge of Allegiance to the Flag, a call of the roll indicated that Board members present were: Commissioner Wetzel, Commissioner Bob Uniszkiwicz, Commissioner Greg Kane and Commissioner Matt DeCicco. Commissioner Ron Berju was absent. Also present were Fire Chiefs or their representatives: Chief Mike Wesolowski, Fire Co. #1; Chief Pat Buckley, Fire Co. #2; Chief Charles Nuara, Fire Co. #3; John Lazorchak, Neshanic Fire Co. and Chief Fire Marshal Chris Weniger.

In accordance with the state of NJ "Sunshine Law" adequate notice of this meeting was provided by mailing notification to the Hillsborough Beacon and Courier News. Notice was also delivered to the Township Clerk and posted on the Municipal Building Bulletin Board.

APPROVAL OF MINUTES

A motion was made by Commissioner Uniszkiwicz and seconded by Commissioner Kane to approve the Regular Meeting minutes of November 8, 2011. Roll call vote. All approved. Commissioner Berju was absent.

A motion was made by Commissioner Uniszkiwicz and seconded by Commissioner Kane to approve the Work Meeting minutes of November 8, 2011. Roll call vote. All approved. Commissioner Berju was absent.

TREASURER'S REPORT

Commissioner Uniszkiwicz gave the Treasurer's Report. Claim's List 2011-12 totaled \$156,565.98.

BANK ACCOUNT BALANCES AS OF DECEMBER

Checking Account.....	\$15,763.55
Savings Account.....	\$1,513,760.84
Total of All Accounts	\$1,529,524.39
LOSAP	\$46,625.15
Total Income.....	\$34,439.45

A motion was made by Commissioner Uniszkiwicz and seconded by Commissioner Kane to approve the treasurer's report. Roll call vote. All approved. Commissioner Berju was absent.

CORRESPONDENCE

Commissioner Wetzel read the list of incoming correspondence consisting of:

1. Bureau of Fire Safety- Out of Service Schedule
2. Bureau of Fire Safety- Monthly Report

3. Access Health – 2011 District SCBA Mask Fit Test Report
4. Neshanic Signed 2012 Contract
5. Neshanic 2012 Officer List
6. Suplee, Clooney & Co. thanking district for past business

MONTHLY FIRE REPORTS

Commissioner Wetzel read the monthly fire reports for November

FIRE REPORTS

	ALARMS	MAN HOURS	YTD ALARMS	YTD MAN HOURS	DRILLS	MAN HOURS	YTD DRILLS	YTD MAN HOURS
#1	38	184.4	559	5602.5	1	28.5	11	506.5
#2	49	174.2	686	3735.7	3	67	13	593.5
#3	18	152.0	420	11245.6	3	265	20	1265.4
<u>Neshanic</u>	21	64.7	242	2501.7	1	26	17	481.0

CHIEF FIRE MARSHAL'S REPORT

Chief Fire Marshal Chris Weniger reported the following:

1. Inventory program is in progress. Major items will be completed in the next two weeks. Finishing up SCBA and major equipment identification – need radio information. Ron Campbell gave radio updated list to Commissioner Kane. Copy will be sent to Fire Marshal's office.
2. Pony lengths were fabricated from failed 5 hose and put into service at Station 37.
3. The fire district vehicle registrations have been checked. How should we proceed with obtaining replacements or registration of Marine 38? Commissioner Kane will check the status of vehicle registrations and check on registration of Marine 38.
4. 66-5 has completed driver training on 37-103, 37-145 and 37-151.
5. Update of brush truck weighing for insurance purposes. Commissioner DeCicco to date has not found a way to weigh the vehicles as required by the VFIS insurance. Commissioner DeCicco will contact the insurance agent to see if they can identify a company to weigh brush truck.
6. What vendor or process should we use when repairs are required on apparatus? Minor (sirens, lights) and major? A process and form has been created. Presently the fire companies should use current vendors with approval of Commissioner DeCicco.
7. Is there a monetary amount we approved to spend for repairs without authorization? Hillsborough fire companies should contact Commissioner DeCicco for approvals.
8. Year in review was presented at Station 38 on 12/12/11. Thank you to all those volunteer firefighters who attended.

PRESENTATION OF TOP TEN RESPONDERS

Commissioner Uniszkiwicz presented a 2011 Top Ten Responder sweatshirt to the following firefighters:

Fire Company #1	Fire Company #2	Fire Company #3	Neshanic Fire Company
Jay Spagnuolo	Bill Shaffer	Ryan Murphy	Leonard Brown
Keith Laufhutte	Rollin Rathbun	Ed Kovach	Richard Bullock
Eric Regiec	Patrick Buckley	Rick Artz	Randy Coddington
Chris Lachowski	Rich Bartolucci	Christian Fulmino	CJ Davis
Mike Wesolowski	Adam Capwell	Charlie Nuara	Bill Iden
Dave Foelsch	Bruce Vatter	Ken Wetzel	John Lazorchak
Pete Heitz	Jim Paterno	Mike Murphy	Frank Magrosky
Nick Perfette	Zachary Bartok	Scott Muller	Jack Mazellan
Tom Lachowski	Robert McDonnell	Tim Coyle	Charles Stone Jr.
Steve Eckert	Brian Talorico	Manny Nowacki	Tom VanGlahn – (tied for 10th)
			Jason Vanderhoof – (tied for 10th)

Commissioner Wetzel thanked the Top Ten Responders for Hillsborough Volunteer Fire Co. #1, 2 and 3 and Neshanic Volunteer Fire Company for the year 2011. It was announced that the picture taken would appear with an article in the Hillsborough Beacon.

Commissioner Wetzel introduced the districts proposed 2012 budget.

**HILLSBOROUGH TOWNSHIP
BOARD OF FIRE COMMISSIONERS
PROPOSED 2012 BUDGET**

HILLSBOROUGH FIRE DISTRICT 2012 BUDGET

UNIFORM FIRE SAFETY ACT

Salaries and Benefits	\$417,170.00	
Uniforms and Clothing	5,500.00	
Schools, Seminars and Books	5,300.00	
Professional Dues	775.00	
Vehicle Operations Expenses	5,800.00	
Public Education/Fire Prevention	12,000.00	
Administration	20,000.00	
New Equipment	15,725.00	
	<hr/>	\$482,270.00

COMMISSIONERS

Administration	\$25,000.00
Insurance	205,000.00
Radio and Siren Maintenance	7,500.00
Pagers	10,000.00
Annual Election	4,000.00
Attorney Fees	4,500.00

Auditing Fees	6,000.00	
Neshanic Contract	69,300.00	
Neshanic Equipment Testing & Equipment Purchase	5,000.00	
Reimbursement to Members for Losses	3,000.00	
Apparatus and Equipment Housing	180,300.00	
District Special Equipment Purchase	128,000.00	
Annual Appreciation Dinner	15,000.00	
Scott Bottle Refills	2,000.00	
Fire Prevention/Open House	1,500.00	
Contingency Expense	20,000.00	
Hose Testing, Ladder/Pump/SCBA	30,000.00	
Hepatitis B/Medicals	35,000.00	
Turnout Gear Maintenance and Repair	3,000.00	
Supplemental Fire Service Grant Expenditures	14,653.00	
Fire Ground Activity	4,000.00	
Vehicle and Equipment Maintenance	120,000.00	
Commissioners Recording Secretary-Part Time	4,000.00	
Retention & Recruitment	10,000.00	
District Turnout Gear	60,000.00	
Reimbursement Per Call	60,000.00	
	<hr/>	\$1,026,753.00

FIRE COMPANY #1

Cellular Phones	\$0.00	
Truck Maintenance	0.00	
Equipment Maintenance	4,500.00	
Gasoline, Oil and Diesel Fuel	14,000.00	
Supplies	9,200.00	
Training	14,400.00	
Memberships, Subscriptions and Conferences	9,900.00	
New Equipment	17,500.00	
	<hr/>	\$69,500.00

FIRE COMPANY #2

Cellular Phones	\$0.00	
Truck Maintenance	0.00	
Equipment Maintenance	3,000.00	
Gasoline, Oil and Diesel Fuel	14,000.00	
Supplies	10,000.00	
Training	10,500.00	
Memberships, Subscriptions and Conferences	15,500.00	
New Equipment	22,000.00	
	<hr/>	

\$75,000.00

FIRE COMPANY #3

Cellular Phones	\$0.00	
Truck Maintenance	0.00	
Equipment Maintenance	1,000.00	
Gasoline, Oil and Diesel Fuel	14,000.00	
Supplies	7,500.00	
Training	11,800.00	
Memberships, Subscriptions and Conferences	10,700.00	
New Equipment	<u>25,700.00</u>	
		\$70,700.00

SUB-TOTAL OPERATING APPROPRIATIONS **\$1,724,223.00**

CAPITAL FUNDS - Reserve

\$0.00

FUTURE CAPITAL FUNDS - Reserve \$230,620.00
\$230,620.00

LOSAP

Hillsborough Fire Co. 1, 2 & 3	\$100,000.00	
Neshanic Fire Co.	<u>25,000.00</u>	
		\$125,000.00

TOTAL APPROPRIATIONS **\$2,079,843.00**

REVENUES

UNIFORM FIRE SAFETY ACT

CSDC's	\$20,000.00	
State Registration Fees	47,000.00	
Local Fees & Permits	77,000.00	
	<u>\$144,000.00</u>	

Interest on Savings \$3,620.00 **\$1,935,843.00**

\$1,932,223.00

Moneys Appropriated from unreserved Surplus Funds and excess LOSAP Funds \$225,000.00 **\$1,707,223.00**

New Jersey Fire Service Grant \$14,653.00 **\$1,692,570.00**

Fire Protection Contracts \$35,000.00

Sale of Trucks	<u>\$0.00</u>	\$1,657,570.00
		\$1,657,570.00
		\$1,657,570.00
Amount to be raised by taxes to support the Fire District Budget		<u>\$1,657,570.00</u>

**2012 BUDGET RESOLUTION
HILLSBOROUGH
TOWNSHIP**

**Fire District No. 1
FISCAL YEAR: From January 1, 2012 to December 31, 2012**

WHEREAS, the Annual Budget for the Hillsborough Township Fire District No. 1 for the fiscal year beginning January 1, 2012 and ending December 31, 2012 has been presented before the Board of Commissioners of the Fire District No. 1 at its open public meeting of December 13, 2011; and

WHEREAS, the budget as introduced is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et. seq.) *Include the following as appropriate: (includes a proposed public referendum in the amount of \$ 0 in excess of the allowable amount to be raised by taxation) (includes a proposed public referendum in the amount of \$ 0 as an appropriation from restricted fund balance to be used as a budget revenue); and,*

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 2,079,843.00, which includes amount to be raised by taxation of \$ 1,657,570.00 and Total Appropriations of \$ 2,079,843.00; and

WHEREAS, the amount to be raised by taxation to support the district budget, shall be the amount to be certified to the assessor of the municipality to be assessed against the taxable property in the district, pursuant to N.J.S.A 40A:14-79. Such amount shall be equal to the amount of the total appropriations set forth in the budget minus the total amount surplus and miscellaneous revenues set forth in the budget; and

WHEREAS, in calculating the amount to be raised by taxation, the Fire District No. 1 has taken into account the assessed valuation of taxable property in the Fire District No. 1,

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District No. 1, at an open public meeting held on December 13, 2011 that the Annual Budget, including appended Supplemental Schedules, of the Hillsborough Township Fire District No. 1 for the fiscal year beginning January 1, 2012 and ending December 31, 2012 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Fire District No. 1 's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the Board of Commissioners of the Hillsborough Township Fire District

No. 1 will consider the Annual Budget for adoption on January 10, 2012.

(Secretary's Signature)

December 13, 2011

(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Ronald Berju				X
Kenneth Wetzel	X			
Robert Uniszkiwicz	X			
Matthew DeCicco	X			
Greg Kane	X			

RESOLUTON – FIXING ANNUAL ELECTION AND FILING DATES FOR 2012

A motion was made by Commissioner Kane and seconded by Commissioner Wetzel to accept the resolution as stated.

1. PLEASE TAKE NOTICE the BOARD OF FIRE COMMISSIONERS of the Fire District of the Township of Hillsborough, County of Somerset, has hereby determined and fixed that the Annual Election of members of the Board of Fire Commissioners of said fire district shall be held on Saturday, February 18, 2012 and polls shall be open between the hours of 2:00 p.m. and 9:00 p.m., prevailing time or longer if necessary at the following locations:
2. At the Hillsborough Municipal building, 379 South Branch Road for all voters residing in Hillsborough Township.
3. AND TAKE FURTHER NOTICE that the voters of the District shall determine the amount of money to be raised for ensuing year.
4. AND TAKE FURTHER NOTICE that the closing date for filing petitions of nominations for membership on the Board of Fire Commissioner is January 19, 2012 and said date being at least 29 days before the date of said election.
5. Roll call vote: All approved. Commissioner Berju was absent.

RESOLUTION AUTHORIZING THE CLERK TO PUBLISH NOTICE OF ELECTION FOR ABSENTEE VOTERS AND VOTERS IN THE MILITARY SERVICE

RESOLVED, that the Clerk be and he/she is hereby authorized to publish the following notices, attached hereto, and make a part hereof, in The Beacon the week of December 15, 2011 or December 22, 2011 or any other newspaper circulating in Hillsborough at least 50 days prior to February 18, 2012.

1. Notice to military service voters and to their relatives
2. Notice to persons desiring civilian absentee ballots
3. Civilian absentee ballot applications

A motion was made by Commissioner Uniszkiwicz and seconded by Commissioner Kane to accept the Resolution as stated. Roll call vote. All approved. Commissioner Berju was absent.

AUTHORIZATION TO APPROVE ADDITIONAL BILLS SUBMITTED PRIOR TO 12/22/2011

A motion was made by Commissioner Kane and seconded by Commissioner Uniszkiwicz to approve additional bills submitted prior to 12/22/11, as long as three commissioners will approve and sign the voucher. These bills will be added to CL2011-12 in order to close the accounting for the year 2011. Roll call vote. All approved. Commissioner Berju was absent.

RESOLUTION FOR THE TREASURER TO BALANCE OUT LINE ITEMS

A motion was made by Commissioner Uniszkievicz and seconded by Commissioner Kane to authorize the treasurer to balance out the individual line items, which exceed the budgeted amount. Roll call vote. All approved. Commissioner Berju was absent.

FIRE DISTRICT RADIO COMMUNICATIONS

Commissioner Kane requested to order ten (10) more pagers due to the shortage for new volunteers. A motion was made by Commissioner Kane and seconded by Commissioner Uniszkievicz to purchase ten new pagers with funds coming from the New Jersey Fire Service Grant. Roll call vote. All approved. Commissioner Berju was absent.

Initially, one new pager will be provided to Hillsborough Fire Company #1,2 and 3 for evaluation before purchasing any of the new pagers.

Commissioner Kane will review what type of pager to be purchased.

Commissioner Kane reported that we have several pagers out for repair. Fire Company #1's base station was repaired.

Commissioner Kane also asked the Hillsborough Fire Chiefs to ask for the return of pagers from firefighters who are no longer actively responding.

FIRE DISTRICT APPRECIATION DINNER- REVIEW

Commissioner Kane reported that the Appreciation Dinner was well attended by all fire companies and proved to be a successful event.

APPROVAL OF BID SPECS FOR DISTRICT MAINTENANCE

Fire Marshal, Chris Weniger advised that he has bid specs prepared for the districts vehicle maintenance. He indicated that he had a total of four vendors to forward the bid specs to which were: Foley, Absolute, First Priority, and EES.

The board discussed this proposal, along with the fire chiefs, and Commissioner Wetzel indicated that the board should not approve this at this time. Copies of the proposal will be sent to each Hillsborough Fire Company for review and also the districts attorney for his review. This item will be taken up for discussion at the next regularly scheduled Fire Commissioner meeting.

RESOLUTION FOR NEW EQUIPMENT- 2011-08

Commissioner Kane made a motion, seconded by Commissioner DeCicco to approve Resolution 2011-08 for the purchase of various fire equipment and supplies for the year 2012.

**THE COMMISSIONERS OF FIRE DISTRICT NO. 1
HILLSBOROUGH TOWNSHIP, COUNTY OF SOMERSET
RESOLUTION AUTHORIZING ADVERTISEMENT FOR VARIOUS FIRE EQUIPMENT AND SUPPLIES**

RESOLUTION 2012-08

WHEREAS, the Hillsborough Township Board of Fire Commissioners in the Township of Hillsborough, County of Somerset have approved the specifications for and have determined that they will advertise for sealed bids for various equipment and supplies.

NOW, THEREFORE, be it RESOLVED, by the Hillsborough Township Board of Fire Commissioners in the Township of Hillsborough, County of Somerset, as follows:

- [1] Specifications are hereby approved and incorporated herein by reference.

[2] Bids to be submitted shall fully comply with the said specifications.

[3] The Commissioners shall advertise for the receipt of sealed bids for the above named purpose or project.

[4] Each bid shall be submitted as a written proposal in the manner designated in the specifications and shall be signed by the bidder. The bid shall be enclosed in a sealed envelope bearing the name and address of the bidder on the outside, specifically denoting on the said envelope the name of the job for which said bid is submitted and addressed to Greg Kane, Commissioners, Hillsborough Township Board of Fire Commissioners, PO Box 6147, Hillsborough, New Jersey 08844.

[5] Specifications and form of bid may be inspected or obtained upon prior notice by prospective bidders during normal business hours at the office of the attorney for the Commissioners, Richard M. Braslow, Esq., 516 Fielders Lane, Toms River, NJ 08755 (732-341-7537) or Greg Kane, Commissioners, 25 Old Village Rd. , Hillsborough NJ 08844 (908-581-6088).

[6] Sealed bids shall be called for and shall be received, open and read in public at the Hillsborough Municipal Building, 379 South Branch Road, Hillsborough, NJ, at 8:00 p.m., prevailing time.

[7] Each bid shall be hand delivered either to said Commissioner Greg Kane, Commissioner of the Hillsborough Township Board of Fire Commissioners or to such other designated representative of the Commissioners who will be present at the opening of said bids at the time and place stated for the receipt of sealed bid: it being understood that the bidder who submits his bid through the mail accepts full responsibility for said bid being received in compliance with the date and time requirements as set forth herein. **NO BID SHALL BE DELIVERED OR ACCEPTED AFTER THE DATE OR HOUR AS DESIGNATED IN PUBLIC NOTICE.**

[8] The bid quote shall be net to the Hillsborough Township Board of Fire Commissioners and shall be excluded from any state and federal taxes.

[9] Each and every deviation from the specifications shall be clearly listed by the bidder. Failure to comply with the requirements shall be grounds for rejection of the bid.

[10] The contract will be awarded to the lowest, qualified responsible bidder. The Hillsborough Township Board of Fire Commissioners reserve the right to award individual contract for each specified bid item that is reflected in the proposal or to award one complete contract for all items. The Commissioners also reserve the right to waive any insubstantial irregularities in any bid.

[11] A non-collusion affidavit in the usual form will be supplied with the specifications. It shall be executed by the person or corporate officers submitting the bid. Said affidavit must be properly notarized.

[12] An owner's list in accordance with P.L. 1977, Ch. 33 approved March 8, 1977, will also be supplied with the specifications in the usual form. It shall be completed by the person or corporate officer submitting the bid. Said Owner's list must accompany each bid. **THIS REQUIREMENT WILL NOT BE WAIVED.**

[13] Bidders are required to comply with the requirements of P.L. 1975, Ch. 127 (N.J.S.A. 10:5-31 et seq.)

[14] No bidder may withdraw his proposal for a period of 60 days after the opening of bids: all proposals being binding upon bidders for 60-day period.

Kenneth Wetzel, Secretary
Hillsborough Township

RECORD OF VOTE

Member	Yes	No	Abstain	Absent
Commissioner Kane	X			
Commissioner Wetzel	X			
Commissioner DeCicco	X			
Commissioner Uniszkiwicz	X			
Commissioner Berju				X

APPARATUS AND EQUIPMENT REPAIR

Chief Mike Wesolowski of Fire Company #1:

No report was made.

Chief Pat Buckley of Fire Company #2:

37-102:

- Truck is back from Foley, has had tank re-welded and installed
- Tank level gauge replaced
- Warning center gauge fixed
- Time will need to be scheduled with RSI Fire to have headset wire fixed
- Scene light on passenger side of 102 is out
- 102 is OOS due to cab tilt valve, 2 pulleys and an idler

37-103:

- On-going antifreeze leak
- TIC Camera charging cable connection to base sometimes doesn't work
- Pony hose back on truck – 25 foot
- Tele-light acting up again

37-116:

- Echo saw back from repair
- Pony hose back on truck – 25 foot

37-141:

- No report

37-145:

- No report

37-151:

- RIT Pack bottle was missing, has since been replaced. Old bottle back from hydro testing

37-155:

- Snorkel has been installed
- New air tank is being ordered

Car 37:

- Annual service completed

Chief Buckley thanked Commissioner DeCicco for his assistance in fixing the Command Vehicle electrical problem.

Miscellaneous:

- Monthly bottle check to be held Tuesday 12/13 @1830 hours
- Training bottles back from hydro testing

Chief Charles Nuara of Fire Company #3:

Chief Nuara reported that the pressure washer wand is broken and requests replacement.

Chief John Lazorchak of Neshanic Fire Company:

- Engines 105, 104, Attack Mini 145, Brush 141 – all operational
- Tanker 131 – returning from Warranty/Punch list items – within the next week

APPROVAL OF CLAIMS LIST 2011-12

A motion was made by Commissioner Uniszkievicz and seconded by Commissioner Kane to approve Claims List 2011-12. Roll call vote. All approved. Commissioner Berju was absent.

APPROVAL TO PAY CLAIMS LIST 2011-12

A motion was made by Commissioner Uniszkievicz and seconded by Commissioner Kane to pay Claims List 2011-12 with Commissioner Uniszkievicz abstaining on 11-596, Commissioner DeCicco abstaining on 11-607, Commissioner Kane abstaining on 11-617 and Commissioner Wetzel abstaining on 11-700 and 11-704. Roll call vote. All approved. Commissioner Berju was absent.

CLAIMS LIST 2011:12				
12/1/2011 through 12/13/2011				
Date	Num	Description	Memo	Amount
12/13/2011	16617 S	FLEMINGTON DEPT STORE	11-540	\$ (4,721.88)
12/13/2011	16618 S	SCREEN STYLES	11-541	\$ (246.00)
12/13/2011	16619 S	SAFE-T	11-542	\$ (2,854.54)
12/13/2011	16620 S	STAPLES CREDIT PLAN	11-543	\$ (34.99)
12/13/2011	16621 S	ALLEGRO ENTERPRISES INC	11-544	\$ (27.25)
12/13/2011	16622 S	JOHN YANKO	11-545	\$ (180.00)
12/13/2011	16623 S	AT&T	11-546	\$ (38.81)
12/13/2011	16624 S	VERIZON WIRELESS	11-547	\$ (1,446.42)
12/13/2011	16625 S	COMCAST	11-548	\$ (359.86)
12/13/2011	16626 S	FIREFIIGHTERS EQUIPMENT CO.	11-549	\$ (226.80)
12/13/2011	16627 S	SHANAHAN'S	11-550	\$ (59.15)
12/13/2011	16628 S	NJ - IAAI	11-551	\$ (200.00)
12/13/2011	16629 S	VERIZON	11-552	\$ (6.48)
12/13/2011	16630 S	ELMERS CATERING	11-553	\$ (5,990.00)
12/13/2011	16631 S	CHRIS LACHOWSKI	11-554	\$ (78.24)
12/13/2011	16632 S	CHRIS LACHOWSKI	11-555	\$ (183.05)
12/13/2011	16633 S	ANGELOS PIZZA	11-556	\$ (267.00)
12/13/2011	16634 S	RICHARD M. BRASLOW, ESQ.	11-557	\$ (30.00)
12/13/2011	16635 S	CARMINE NUZZOLO	11-558	\$ (43.34)
12/13/2011	16636 S	ROY HOROWITZ	11-559	\$ (541.83)
12/13/2011	16637 S	CAMMPS	11-560	\$ (12.29)
12/13/2011	16638 S	FIRE & SAFETY SERVICES, LTD.	11-561	\$ (3,337.28)
12/13/2011	16639 S	MIDDLESEX COUNTY FIRE ACADEMY	11-562	\$ (597.00)
12/13/2011	16640 S	ELECTRONIC MEASUREMENT LABS	11-563	\$ (57.50)
12/13/2011	16641 S	GLENN WATSON	11-564	\$ (147.95)
12/13/2011	16642 S	STEVE ECKERT	11-565	\$ (164.65)
12/13/2011	16643 S	ERIC DE CICCO	11-566	\$ (75.26)
12/13/2011	16644 S	EAST COAST EMERGENCY LIGHTING	11-567	\$ (400.96)
12/13/2011	16645 S	RONALD J CAMPBELL	11-568	\$ (78.42)
12/13/2011	16646 S	MIKE MURPHY	11-569	\$ (36.90)
12/13/2011	16647 S	APPROVED FIRE PROTECTION	11-570	\$ (342.15)
12/13/2011	16648 S	PATRICK BUCKLEY	11-571	\$ (35.56)
12/13/2011	16649 S	RICHIES TIRE SERVICE	11-572	\$ (854.00)
12/13/2011	16650 S	FRANKLIN STAMP & SIGN	11-573	\$ (81.20)
12/13/2011	16651 S	ZYGMUNT ORLOWSKI / WSM	11-574	\$ (407.18)

12/13/2011	16652	S	MIKE PATTON	11-575	\$ (125.00)
12/13/2011	16653	S	DAVID RAYMOND	11-576	\$ (200.00)
12/13/2011	16654	S	SONSCREEN GRAPHICS, INC	11-577	\$ (1,180.00)
12/13/2011	16655	S	FIREFIGHTERS EQUIPMENT CO.	11-578	\$ (238.68)
12/13/2011	16656	S	LAKE SMALL ENGINE REPAIR	11-579	\$ (90.31)
12/13/2011	16657	S	ACCESS HEALTH SYSTEMS-NEW JERSEY	11-580	\$ (2,760.00)
12/13/2011	16658	S	FIRST PRIORITY	11-581	\$ (3,659.78)
12/13/2011	16659	S	UNITED COMMUNICATIONS CORP.	11-582	\$ (228.88)
12/13/2011	16660	S	CONTINENTAL FIRE & SAFETY, INC.	11-583	\$ (1,875.00)
12/13/2011	16661	S	SOMERSET MEDICAL CENTER	11-584	\$ (350.00)
12/13/2011	16662	S	AMWELL AUTO & TIRE CENTER	11-585	\$ (81.10)
12/13/2011	16663	S	SOMERSET COUNTY VEHICLE	11-586	\$ (2,378.49)
12/13/2011	16664	S	VIVID IMAGES	11-587	\$ (172.00)
12/13/2011	16665	S	QUICK CHEK	11-588	\$ (166.00)
12/13/2011	16666	S	TEK TRON	11-589	\$ (37.00)
12/13/2011	16667	S	HILLSBOROUGH FIRE CO.#1	11-590	\$ (111.12)
12/13/2011	16668	S	HAPI AUTO PARTS	11-591	\$ (93.52)
12/13/2011	16669	S	SAM ROZYCKI	11-592	\$ (166.66)
12/13/2011	16670	S	SOMERSET COUNTY EMER. SERV. TRAINING	11-593	\$ (1,375.00)
12/13/2011	16671	S	ALL HANDS FIRE EQUIPMENT	11-594	\$ (228.96)
12/13/2011	16672	S	CENTRAL JERSEY NURSERIES	11-595	\$ (72.67)
12/13/2011	16673	S	ROBERT UNISZKIEWICZ	11-596	\$ (25.72)
12/13/2011	16674	S	HILLSBOROUGH VOL.FIRE CO.#1	11-597	\$ (15,025.00)
12/13/2011	16675	S	HILLSBOROUGH VOL.FIRE CO.#2	11-598	\$ (15,025.00)
12/13/2011	16676	S	HILLSBOROUGH VOL.FIRE CO.#3	11-599	\$ (15,025.00)
12/13/2011	16677	S	NESHANIC VOL.FIRE CO.	11-600	\$ (17,325.00)
12/13/2011	16678	S	ADAM ARMSTRONG	11-601	\$ (357.00)
12/13/2011	16679	S	BROGAN JOSEPH	11-602	\$ (599.00)
12/13/2011	16680	S	CARONE, PETER	11-603	\$ (315.00)
12/13/2011	16681	S	CIRIGLIANO CRYSTAL	11-604	\$ (599.00)
12/13/2011	16682	S	RANDY D CODDINGTON	11-605	\$ (504.00)
12/13/2011	16683	S	ERIC DE CICCO	11-606	\$ (599.00)
12/13/2011	16684	S	MATT DECICCO	11-607	\$ (599.00)
12/13/2011	16685	S	RYAN DUSSEAU	11-608	\$ (479.50)
12/13/2011	16686	S	RICHARD DZIMINSKI	11-609	\$ (599.00)
12/13/2011	16687	S	STEVE ECKERT	11-610	\$ (599.00)
12/13/2011	16688	S	MARSHALL FARLEY	11-611	\$ (599.00)
12/13/2011	16689	S	DAVE FOELCH	11-612	\$ (599.00)
12/13/2011	16690	S	MICHELLE GOLDER	11-613	\$ (599.00)
12/13/2011	16691	S	EVERETT HEIDER JR.	11-614	\$ (599.00)
12/13/2011	16692	S	JOSHUA JANSKY	11-616	\$ (599.00)
12/13/2011	16693	S	GREG KANE	11-617	\$ (381.50)
12/13/2011	16694	S	CHRIS LACHOWSKI	11-618	\$ (599.00)
12/13/2011	16695	S	THOMAS LACHOWSKI	11-619	\$ (599.00)
12/13/2011	16696	S	KEITH LAUFHUTTE	11-620	\$ (599.00)
12/13/2011	16697	S	TIM MURPHY	11-621	\$ (406.00)
12/13/2011	16698	S	JOHN F NOVAK, JR	11-622	\$ (599.00)
12/13/2011	16699	S	NICK PATULLO	11-623	\$ (599.00)

12/13/2011	16700	S	NICK PERFETTE	11-624	\$ (599.00)
12/13/2011	16701	S	ERIC REGIEC	11-625	\$ (599.00)
12/13/2011	16702	S	TYLER RIORDAN	11-626	\$ (599.00)
12/13/2011	16703	S	JASON ROGERS	11-627	\$ (504.00)
12/13/2011	16704	S	JAY SPAGNUOLO	11-628	\$ (599.00)
12/13/2011	16705	S	SPINELLI ANTHONY	11-629	\$ (599.00)
12/13/2011	16706	S	GLENN WATSON	11-630	\$ (599.00)
12/13/2011	16707	S	MICHAEL WESOLOWSKI	11-631	\$ (599.00)
12/13/2011	16708	S	WILLIAM WOODRUFF	11-632	\$ (599.00)
12/13/2011	16709	S	BARTOK Z.	11-633	\$ (599.00)
12/13/2011	16710	S	RICHARD BARTOLUCCI	11-634	\$ (599.00)
12/13/2011	16711	S	RON BERJU	11-635	\$ (599.00)
12/13/2011	16712	S	TONY BISIGNANO	11-636	\$ (599.00)
12/13/2011	16713	S	PATRICK BUCKLEY	11-637	\$ (599.00)
12/13/2011	16714	S	RYAN BUCKLEY	11-638	\$ (599.00)
12/13/2011	16715	S	A. CAPWELL	11-639	\$ (599.00)
12/13/2011	16716	S	RICH CRATER	11-640	\$ (599.00)
12/13/2011	16717	S	A. ESCAMILLA	11-641	\$ (563.50)
12/13/2011	16718	S	STEVE KAUFMAN	11-642	\$ (462.00)
12/13/2011	16719	S	PAT KELLY	11-643	\$ (287.00)
12/13/2011	16720	S	MOHAMMED KHASHAB	11-644	\$ (581.00)
12/13/2011	16721	S	T. KWAAK	11-645	\$ (465.50)
12/13/2011	16722	S	THOMAS LA PLACA	11-646	\$ (276.50)
12/13/2011	16723	S	DOUGLAS MATTHEWS{FL. RESID}	11-647	\$ (350.00)
12/13/2011	16724	S	TED Mc COLLUM	11-648	\$ (599.00)
12/13/2011	16725	S	ROBERT J. McDONNELL	11-649	\$ (599.00)
12/13/2011	16726	S	M. NELSON	11-650	\$ (479.50)
12/13/2011	16727	S	JIM PATERNO	11-651	\$ (599.00)
12/13/2011	16728	S	S. PATERNO	11-652	\$ (599.00)
12/13/2011	16729	S	MICHAEL PATTON	11-653	\$ (599.00)
12/13/2011	16730	S	ROLLIN RATHBURN	11-654	\$ (599.00)
12/13/2011	16731	S	JON SENCHISEN	11-655	\$ (599.00)
12/13/2011	16732	S	BILL SHAFFER	11-656	\$ (599.00)
12/13/2011	16733	S	BRIAN TALORICO	11-657	\$ (599.00)
12/13/2011	16734	S	DANIEL TATSCH	11-658	\$ (500.50)
12/13/2011	16735	S	BRUCE VATTER	11-659	\$ (599.00)
12/13/2011	16736	S	ROBERT WIECENSKI	11-660	\$ (599.00)
12/13/2011	16737	S	NICHOLAS ALEO	11-661	\$ (479.50)
12/13/2011	16738	S	RICK ARTZ	11-662	\$ (599.00)
12/13/2011	16739	S	MICHAEL BAKALETZ	11-663	\$ (479.50)
12/13/2011	16740	S	ROBERT BROCK	11-664	\$ (599.00)
12/13/2011	16741	S	BRIAN BROWNLIE	11-665	\$ (196.00)
12/13/2011	16742	S	MARK BROWNLIE	11-666	\$ (599.00)
12/13/2011	16743	S	RICHARD CAMPBELL	11-667	\$ (217.00)
12/13/2011	16744	S	RONALD J CAMPBELL	11-668	\$ (570.50)
12/13/2011	16745	S	JOHN CAUDA	11-669	\$ (490.00)
12/13/2011	16746	S	AUSTIN COLLINS	11-670	\$ (259.00)
12/13/2011	16747	S	TIM COYLE	11-671	\$ (599.00)

12/13/2011	16748	S	ANDREW FINGERHUT	11-672	\$ (535.50)
12/13/2011	16749	S	ROBERT FRANCOLINI	11-673	\$ (599.00)
12/13/2011	16750	S	SETH FREUND	11-674	\$ (444.50)
12/13/2011	16751	S	CHRISTIAN FULMINO	11-675	\$ (599.00)
12/13/2011	16752	S	ALEX GLASS-HARDENBERGH	11-676	\$ (518.00)
12/13/2011	16753	S	NICK GLASS-HARDENBERGH	11-677	\$ (542.50)
12/13/2011	16754	S	MICHAEL GUIRE	11-678	\$ (599.00)
12/13/2011	16755	S	ROY HOROWITZ	11-679	\$ (574.00)
12/13/2011	16756	S	DANIEL KAZAR	11-680	\$ (599.00)
12/13/2011	16757	S	DONALD KAZAR	11-681	\$ (599.00)
12/13/2011	16758	S	ED KOVACH	11-682	\$ (599.00)
12/13/2011	16759	S	MICHAEL LEMONIE	11-683	\$ (451.50)
12/13/2011	16760	S	DOUGLAS MILLER	11-684	\$ (599.00)
12/13/2011	16761	S	SCOTT MULLER	11-685	\$ (599.00)
12/13/2011	16762	S	MIKE MURPHY	11-686	\$ (599.00)
12/13/2011	16763	S	RYAN MURPHY	11-687	\$ (599.00)
12/13/2011	16764	S	BRIAN NAGY	11-688	\$ (304.50)
12/13/2011	16765	S	STEPHEN NAGY	11-689	\$ (599.00)
12/13/2011	16766	S	MANFRED NOWACKI	11-690	\$ (599.00)
12/13/2011	16767	S	CHARLIE NUARA	11-691	\$ (599.00)
12/13/2011	16768	S	CARMINE NUZZOLO	11-692	\$ (549.50)
12/13/2011	16769	S	JOHN OLIVER	11-693	\$ (178.50)
12/13/2011	16770	S	DANIEL PANNUCCI	11-694	\$ (273.00)
12/13/2011	16771	S	SAM ROZYCKI	11-695	\$ (599.00)
12/13/2011	16772	S	KEITH SALZMAN	11-696	\$ (378.00)
12/13/2011	16773	S	ADAM SANTOS	11-697	\$ (455.00)
12/13/2011	16774	S	TYLER SKOLNIK	11-698	\$ (549.50)
12/13/2011	16775	S	MATHEW WELLS	11-689	\$ (574.00)
12/13/2011	16776	S	KENNETH WETZEL	11-700	\$ (599.00)
12/13/2011	16777	S	KEITH YODER	11-701	\$ (385.00)
12/13/2011	16778	S	MATHEW YODER	11-702	\$ (392.00)
12/13/2011	16779	S	RONALD YODER	11-703	\$ (518.00)
12/13/2011	16780	S	KENNETH WETZEL	11-704	\$ (21.15)
12/13/2011	16781	S	PETER HEITZ	11-705	\$ (599.00)
			Total December 2011 Claims		\$ (157,164.98)

APPROVAL TO TRANSFER DISTRICT FUNDS

A motion was made by Commissioner Uniszkievicz and seconded by Commissioner Kane to transfer the amount of \$150,000.00 from savings to checking and \$125,000.00 from savings to LOSAP account. Roll call vote. All approved. Commissioner Berju was absent.

COMMISSIONERS REPORTS

Commissioner Kane:

No report

Commissioner Uniszkievicz:

Requested that all fire chiefs provide the necessary information for LOSAP calculations by the end of December.

Commissioner DeCicco:

No report

Commissioner Wetzel:

1. The districts SCBA mask fit test was completed and the test results were distributed at the meeting to the Hillsborough Fire Chiefs and will be followed up with a memo.
2. The Hillsborough Fire Chiefs should advise how many additional members will be in need of the SCBA mask fit test. If there are a sufficient number Commissioner Wetzel will arrange to have it completed in the district. Otherwise, individual members who need the mask fit test will have to go to Access Health.
3. On behalf of the Board of Fire Commissioners and the residents of Hillsborough Township, Commissioner Wetzel would like to thank fire chief Michael Wesolowski of Fire Company #1 and Fire Chief Pat Buckley of Fire Company #2 for their dedicated service.

Commissioner Berju:

Absent

CHIEF'S REPORTS

Fire Company #1, Chief Mike Wesolowski

- Command Vehicle Car Mileage – 107,800 miles
- 1 base station out of service – Ron Campbell to handle repair

Fire Company #2, Chief Pat Buckley

- Command Vehicle Car Mileage – 98,014 miles
- Drill – GOG, s -12/20/11 at 37-1900
- Chief Buckley indicated that they are working on a district GOG for water rescue. This would include both the district boats and military type trucks for water rescue. The proposed GOG will be distributed to all chiefs and the board for review.
- Bail-Out Refresher/Initial Training – need headcount from each chief
 - dates will be scheduled early 2012
 - handout bail-out log sheets showing who needs recertification to the chiefs

Fire Company #3, Chief Charles Nuara

- the District Year-End Review was held on December 12, 2011
- Blood Borne and Right-To-Know Drill to be held on 1/9/2012
- CPR Drill will be held on 1/23/2012
- Fire Company #3 still needs to pick up a few supplies

Neshanic Fire Co. , Chief John Lazorchak

- 12/1/11 – Propane Simulator Drill was held at the Fire Academy
- 12/20/11 – Drill to review GOG's and Radio Communication

Rescue Squad

- not present

Public Comments

- Chief Nuara indicated that Fire Company #3 is conducting a New Years Eve Party.
- Firefighter Don Scher asked if the board would distribute to the fire companies information on two seminars:
 - Fire Officials and Fire Inspectors - Fire Facts Seminar #19 – Solar Systems
 - 24th Annual Saint Barnabas Burn Foundation Firefighter Health & Safety Seminar

ADJOURNMENT

A motion was made by Commissioner Kane and seconded by Commissioner DeCicco to adjourn the meeting at 9:13 P.M.

Roll call vote: All approved. Commissioner Berju was absent.

Respectfully submitted,

Kenneth Wetzel, Secretary/Vice-Chairman
Hillsborough Township
Board of Fire Commissioners