

**BOARD OF FIRE COMMISSIONERS
TOWNSHIP OF HILLSBOROUGH**

**PO BOX 6147
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REGULAR MEETING

June 14, 2011

The Board of Fire Commissioners of Hillsborough Township, County of Somerset, New Jersey convened in Regular Session on Tuesday, June 14, 2011 at 8:02 pm. at the Hillsborough Township Municipal Building on South Branch Road. Commission Chairman Ron Berju 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 Ron Berju, Commissioner Ken Wetzel, Commissioner Bob Uniszkiwicz, Commissioner Greg Kane and Commissioner Matt DeCicco. Also present were Fire Chiefs or their representatives: Assistant Chief Eric DeCicco, Fire Co. #1; Chief Pat Buckley, Fire Co. #2; Chief Charles Nuara, Fire Co. #3, Chief John Lazorchak, Neshanic Fire Co.; and 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 DeCicco to approve the work meeting minutes of May 10, 2011. Roll call vote. All approved.

A motion was made by Commissioner Uniszkiwicz and seconded by Commissioner DeCicco to approve the regular meeting minutes of May 10, 2011. Roll call vote. All approved.

A motion was made by Commissioner Uniszkiwicz and seconded by Commissioner Kane to approve the closed session minutes of May 10, 2011. Roll call vote. All approved.

TREASURER'S REPORT

Commissioner Uniszkiwicz gave the Treasurer's Report as of May 31, 2011:

Checking Account.....	\$2,527.45
Savings Account.....	\$1,458,251.64
Total of All Accounts	\$1,460,779.09
LOSAP	\$54,627.96

A motion was made by Commissioner Kane and seconded by Commissioner Wetzel to approve the treasurer's report. Roll Call. All approved.

CORRESPONDENCE

Commissioner Berju 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. GSA Mid-Atlantic Region- will not sign Memorandum of Understanding

4. Contract with Suplee Clooney and Company
5. N.J. State Association of Fire Districts minutes of March 2011
6. Law Offices of Styliades, Jackson and Burghardt about law suit
7. Liberty Mutual Letter regarding Policy Information
8. Liberty Mutual Letter regarding Premium Rebate
9. Liberty Mutual Letter regarding Safety Audit Results
10. Liberty Mutual Letter regarding Loss Prevention and Recommendations
11. Liberty Mutual Letter regarding Refund Check (\$17,000)
12. Specs and Contract for Neshanic's New Tanker
13. Letter to Borough of Manville RE: inspections
14. Letter to GSA which took over for the DLA
15. Letter to Caldwell Realtors about VA depot

MONTHLY FIRE REPORTS

Commissioner Wetzel read the monthly fire reports for May:

FIRE REPORTS

	ALARMS	MAN HOURS	YTD ALARMS	YTD MAN HOURS	DRILLS	MAN HOURS	YTD DRILLS	YTD MAN HOURS
#1	41	221.1	170	1190.8	1	48.0	5	244.0
#2	48	228.1	242	1005.6	1	34	5	225.0
#3	26	152.2	139	1120.3	1	85.4	9	487.4
Neshanic	10	33.5	74	283.0	1	42.5	8	229.0

CHIEF FIRE MARSHAL'S REPORT

Fire Marshal Chris Weniger reported the following:

1. 90% of the laptops have been updated, including CAD software, crash software and air cards. Training will be provided.
2. The DLA is completely vacant. The government is shutting down all of the systems on the site including the water lines. Fire Safety is working with the management. More information to follow.
3. The street index updates are almost complete. Publishing to follow within 30 days. I need a total needed for each fire company, Hillsborough Police, Public Works Department and rescue squad. There are about 5 streets needed from Gateway Complex.
4. An updated Knox box list has been sent out.
5. 9 resumes received for new Fire Marshal position. Waiting for available dates from the County to have the physical agility testing. 2 people are not going for testing because they do not meet the minimal requirements.
6. Verizon pricing provided. Pricing handed out to the Board members. A discussion ensued regarding the purchasing of new phones with updated plans. Commissioner Uniszkiewicz will look at the pricing and see what the price difference is and will also look into the multiple phone numbers under the account that supposedly belong to Fire Safety members. There should be a total of 22 phone numbers for the town. Dianne will email the Board in the morning with the list of phone numbers the members of Fire Safety have.

FIRE DISTRICT MEDICAL UPDATE

Commissioner Berju stated that he received a lot of emails of people missing from the physical list. There will be an updated list soon. He has about another two people to add to the list.

RADIO COMMUNICATION UPDATE

Commissioner Kane stated that a few pagers went out for repairs. He sent an email to the chiefs regarding the tower. He has not heard from Ruben and doesn't know if they are done putting up telephone cable on Long Hill Rd. Firefighter Tommy Lachowski is writing down all issues and I hope all companies are keeping track of missing calls. UHF paging system errors hopefully will be fixed when the line is fixed and the problems will hopefully stop. Please keep a log of when and where (if it is a problem area, tower issue, pager issue, phone line issue, etc). Assistant Chief Eric DeCicco advised there are times that the tones are not broadcast by the Somerville Tower or the Miller Road Tower.

Ron Campbell stated that there are problems with base stations. Talked with Motorola and Fire Co. #3's been with Motorola for 3 months. Want to install new software and when it has problems then we can send it back for analysis.

APPARATUS & EQUIPMENT REPAIR

Assistant Chief Eric DeCicco of Fire Company #1 reported the following:

1. Waiting for their tanker to go out for warranty repairs
2. EES lost the tire lead, valve stem and wheel cover on the tanker. Request District not pay the bill.

Commissioner DeCicco will look into the issue.

Chief Pat Buckley of Fire Company #2 reported the following:

1. 37-102: Electrical problems were researched by M&K Fire Apparatus Repair and also by Alan Radio. Initial radio wiring by UHF radio installers was done very poorly. Problem is better after wires were re-routed and covered but issues still is not completely resolved. Lights will flicker for approximately 30 seconds after truck power is turned off but should then stop. Commissioner Kane suggested a Company in Manville who likes to figure out and tinker with electrical auto problems. The Officer's door switch seems to be stuck and it will be addressed by M&K Fire Apparatus Repair later on this week. Damaged air pack regulator swapped out. Wireless headset charging cable repaired for driver's headset.

2. 37-103: Camera cable replaced. Driver's side wheel-well strobe light out for repair will be replaced later on this week by M&K Fire Apparatus Repair. On-going generator power problem not able to be replicated by M&K Fire Apparatus Repair. Brown light on arrowstick replaced. Pump shift problem occurring when taking truck out of pump, shift transmission to neutral and wait 5-10 seconds before disengaging the air valve but problems exists within the transmission. Try shifting the transmission into drive, and then reverse several times to get truck out of pump gear. If all else fails, use the manual pump shift handle on the driver's side. Possibly going out for service to transmission repair facility once the ladder gets back in service. Echo saw OOS.

3. 37-116: Out for repair. Should be back at the end of the week. Damaged rotation controller repaired and reinstalled. Damaged proximity sensors replaced. Campbell Supply found a "dead spot" in the up/down controls, slated for future repair.

4. 37-141: New Tom Tom GPS unit installed. Current cigarette light plug does not work. M&K Fire Apparatus Repair found that wires had been previously cut. He will be installing a new power outlet for that at the end of this week.

5. 37-145: New Tom Tom GPS unit installed.

6. 37-151: New Tom Tom GPS unit in our possession. M&K Fire Apparatus Repair will be installing a new power outlet for that at the end of this week. We also need a new portable radio. There was one mentioned about two meetings ago that there was a spare and it was stated that we could have it. Does anyone know where it is? Ron Campbell indicated there may be a spare Ultra High Band Radio in the District Inventory. A follow-up will be made to see if one is available.

7. 37-155: Lightbar and strobes installed. New siren and speaker to be ordered.

8. 37-161: No Report

Chief Charles Nuara of Fire Company #3 reported the following:

1. 38-145: is back in service. New pump installed.

2. Car 38: has been serviced- need to schedule welding to repair exhaust system. They do not make catalytic converter's anymore for this particular vehicle. There are issues when starting it. Radios, etc do not turn on. You have to turn it off and wait 30 seconds. There are relay issues. It was discussed and Commissioner Kane suggested taking the vehicle to a man in Manville.

3. 38-132: is in for PM service, pumper and 37-151 go out next. Want a list of what was done so other things can get tested.

4. 1 3/4" Hoses is ready at Absolute and they also have repaired all the 5" hose
5. Waiting for ladder test for 38-118 so it can go out
6. 38-104: tower doesn't pan/tilt. Will be repaired.

Chief John Lazorchak of Neshanic Fire Company reported the following:

1. Annual vehicle maintenance coming up.
2. Car 48- minor electrical issues
3. Generator caught fire during drill on 48-105.

COMMAND VEHICLE COMMITTEE

Commissioner Kane advised the following: there were a lot of emails with a lot of ideas. There is a meeting tomorrow night at Fire Co. #1 at 7:30 p.m. They have looked at the Odessey with a \$64,000 package and installation and turn key around. Assistant Chief Bruce Vatter stated some differences between a commercial chasey versus other options. He stated that the commercial chasey would have nothing in the way of trim material. We need a durable chasey because anything light will have us back in this predicament faster. The commercial chasey vs. other options would probably be around \$2300 vs. \$9000.

APPROVAL OF CLAIMS LIST 2011-06

A motion was made by Commissioner Uniszkiwicz and seconded by Commissioner Kane to approve Claims List 2011-06. Roll call vote. All approved.

APPROVAL TO PAY CLAIMS LIST 2011-06

A motion was made by Commissioner Uniszkiwicz and seconded by Commissioner Wetzel to pay Claims List 2011-06 with Commissioner Uniszkiwicz abstaining on 11-285. Roll call vote. All approved.

Date	Num	Description	Memo	Amount
6/2/2011	16310 S	MAZEY, REED & BREY	11-231	\$ (90,198.11)
6/14/2011	16311 S	HILLSBOROUGH VOL.FIRE CO.#1	11-232	\$ (15,025.00)
6/14/2011	16312 S	HILLSBOROUGH VOL.FIRE CO.#2	11-233	\$ (15,025.00)
6/14/2011	16313 S	HILLSBOROUGH VOL.FIRE CO.#3	11-234	\$ (15,025.00)
6/14/2011	16314 S	NESHANIC VOL.FIRE CO.	11-235	\$ (17,325.00)
6/14/2011	16315 S	RICHIES TIRE SERVICE	11-236	\$ (204.90)
6/14/2011	16316 S	VERIZON WIRELESS	11-237	\$ (1,649.60)
6/14/2011	16317 S	VERIZON	11-238	\$ (4.87)
6/14/2011	16318 S	AT&T	11-239	\$ (100.50)
6/14/2011	16319 S	COMCAST	11-240	\$ (360.43)
		SOMERSET MEDICAL CARE		
6/14/2011	16320 S	PARTNERS, PC	11-241	\$ (240.00)
6/14/2011	16321 S	HAPI AUTO PARTS	11-242	\$ (341.67)
6/14/2011	16322 S	CENTRAL JERSEY NURSERIES	11-243	\$ (85.23)

6/14/2011	16323	S	MEDICOR TECHNOLOGIES	11-244	\$	(600.00)
6/14/2011	16324	S	TEKK COMM COMMUNICATIONS	11-245	\$	(398.85)
6/14/2011	16325	S	AMWELL AUTO & TIRE CENTER	11-246	\$	(747.04)
6/14/2011	16326	S	MK FIRE TRUCK REPAIR & MAINTENANCE	11-247	\$	(1,206.76)
6/14/2011	16327	S	EMERGENCY EQUIPMENT SALES, LLC	11-248	\$	(6,763.42)
6/14/2011	16328	S	TEK TRON FIRE FIGHTERS EQUIPMENT COMPANY INC.	11-249	\$	(37.00)
6/14/2011	16329	S	ABSOLUTE FIRE PROTECTION	11-250	\$	(2,064.70)
6/14/2011	16330	S	SAFE-T	11-251	\$	(12,524.01)
6/14/2011	16331	S	CONTINENTAL FIRE & SAFETY, INC.	11-252	\$	(23,165.72)
6/14/2011	16332	S	ZYGMUNT ORLOWSKI / WSM	11-253	\$	(5,349.90)
6/14/2011	16333	S	RICHARD BARTOLUCCI	11-254	\$	(2,814.00)
6/14/2011	16334	S	ANGELOS PIZZA	11-255	\$	(71.60)
6/14/2011	16335	S	BRIAN TALORICO	11-256	\$	(52.00)
6/14/2011	16336	S	RVESCUE	11-257	\$	(150.00)
6/14/2011	16337	S	DAVID RAYMOND	11-258	\$	(100.00)
6/14/2011	16338	S	BRUCE VATTER	11-259	\$	(78.61)
6/14/2011	16339	S	MGSB FIRE EQUIPMENTLLC	11-260	\$	(187.52)
6/14/2011	16340	S	CHRIS LACHOWSKI NATIONAL FIRE PROTECTION ASSOCIATION	11-261	\$	(14,195.93)
6/14/2011	16341	S	HILLSBOROUGH RADIOLOGY	11-262	\$	(73.24)
6/14/2011	16342	S	KIMBERLY RICCARDO	11-263	\$	(285.00)
6/14/2011	16343	S	ALLEGRO ENTERPRISES INC	11-264	\$	(154.00)
6/14/2011	16344	S	THE STAR LEDGER	11-265	\$	(225.00)
6/14/2011	16345	S	ED KOVACH	11-266	\$	(15.25)
6/14/2011	16346	S	MARIANO PRESS	11-267	\$	(625.50)
6/14/2011	16347	S	WILLIAM WOODRUFF	11-268	\$	(82.40)
6/14/2011	16348	S	MIDDLESEX COUNTY FIRE ACADEMY	11-269	\$	(362.00)
6/14/2011	16349	S	CHRIS LACHOWSKI	11-270	\$	(223.18)
6/14/2011	16350	S	CHRISTOPHER WENIGER	11-271	\$	(450.00)
6/14/2011	16351	S	LINCOLN FINANICAL ADVISORS	11-272	\$	(195.46)
6/14/2011	16352	S	SOMERSET COUNTY VEHICLE	11-273	\$	(191.15)
6/14/2011	16353	S	CHRISTIAN FULMINO	11-274	\$	(4,600.00)
6/14/2011	16354	S	RICHARD M. BRASLOW, ESQ.	11-275	\$	(3,305.63)
6/14/2011	16355	S	ANDREW FINGERHUT	11-276	\$	(158.82)
6/14/2011	16356	S	JIM PATERNO	11-277	\$	(75.00)
6/14/2011	16357	S	FLEMINGTON DEPT STORE	11-278	\$	(378.00)
6/14/2011	16358	S	CHARLIE NUARA	11-279	\$	(41.25)
6/14/2011	16359	S	MANFRED NOWACKI	11-280	\$	(1,139.40)
6/14/2011	16360	S	PIONEER PRODUCTS	11-281	\$	(601.83)
6/14/2011	16361	S	APPROVED FIRE PROTECTION	11-282	\$	(203.75)
6/14/2011	16362	S	ROBERT UNISZKIEWICZ	11-283	\$	(176.85)
6/14/2011	16363	S		11-284	\$	(749.45)
6/14/2011	16364	S		11-285	\$	(67.53)

6/8/2011	TRANSFER SAVINGS TO CHECKING	TO PAY INSURANCE BILL	\$ 93,000.00
	Total		<u>\$ (147,472.06)</u>

APPROVAL TO TRANSFER DISTRICT FUNDS

A motion was made by Commissioner Wetzel and seconded by Commissioner Kane to transfer the amount of \$148,000 from savings to checking and \$4,600 from LOSAP to checking. Roll call vote. All approved.

COMMISSIONERS REPORTS

COMMISSIONER Kane:

Regarding the reserve engine- the brakes are ok (the drums are rusted). It will also need new batters with would cost \$375 and then the engine would be back in service. Lights came in for #37. Did anyone return the Petzel? Fire Inspector John Andreychak got the wrong one. The right one is being dropped off tomorrow with a UPS return for the other system. Return hose ramps from Fire Co. #3. In regards to the Smart Doc it is \$580 with installation and for every 7 you get you get one free. It is a SCBA bottle holder and is mounted in the ladder and we can test it and see if it is the direction we want to go. All 3 companies have \$5000 in their budget for the Bostrom seats which are \$1000 each. These seats are a lot less. Chief Buckley said there is also another model that he will look into as well. Commissioner Kane will mount one in 36-Quint and the firefighters can take a look.

A motion was made by Commissioner Kane and seconded by Commissioner DeCicco to get the reserve engine fixed but to also keep an eye on how often it runs/rolls on calls and try to get it out as often as possible. Roll call vote. All approved.

Commissioner Uniszkiwicz:

Need feedback on audit so he can go back to the auditor for the final report. Finalize so we can turn it into the state.

COMMISSIONER DeCicco-

Foley looked @ the tanker. Ordered replacement parts. Next few weeks schedule it to go out for all miscellaneous repairs. Hose testing is coming up. Ladder test will be up soon. The I.D. card maker is on order and should be delivered early next week. Will find out final cost tomorrow but it should be well under the approved amount.

Commissioner Wetzel:

Meeting with Liberty Mutual Districts Workman's Compensation Insurer for Safety Audit on June 1, 2011 at Fire Co. #3 and it went very well. Meeting on June 8, 2011 with Phoenix Insurance Group, the new insurance agent for the District. They brought out Mazey Insurance. Reviewed the Districts insurance coverage. We are to receive approximately 5% discount on the District's Insurance, also this includes the Fire Companies Fire House insurance which is under the District Insurance Package. Forwarded to Liberty Mutual information on the District's Fire Co. members and questionnaire in the operations of the District. This helped reduce our total workman's compensation insurance costs. Refunds were received.

Set-up with Firefighters to conduct the District's SCBA Inspection and testing for the week of July 25th.

Meeting on June 7, 2011 with VFIS Vehicle Auditor at Fire Co #3. Audit consisted of information on the Fire Districts vehicle maintenance, driver training and GOG. Commissioner DeCicco met with VFIRS on June 9, 2011 at Fire Co. #1 and #2 for the same vehicle audit. We need to produce ladder tests on #2's ladder and Quints. Commissioner DeCicco will follow-up on this. Letter from VFIS re Vehicle Audits. Need information on who each Hillsborough Fire Co. uses for air for SCBA Bottles re: Districts GOG. Letter to be sent then requesting they meet POSHA requirements for bottling air.

Commissioner Berju:

July 3rd- fireworks paid for by Biondi and TD Bank. Chief Fire Marshal Chris Weniger will check to see if the town is taking care of anything or is it just Biondi?

Officer in charge- when a fire call come across it sometimes get confusing on the radio. The GOG states responsible officer first on scene states commanding officer. If someone from that area responds they can ask for command. The first on scene should (shall) relinquish. The Fire Chiefs advised that they normally follow this procedure.

CHIEF'S REPORTS

Fire Company #1, Chief Mike Wesolowski

-Car 36 mileage: 105,500. Having dispatching issues and are keeping a list.

Fire Company #2, Chief Pat Buckley

- 1 Car 37 mileage: 94,675
- 2 Drill- First due Haz-mat 6/28/11 19:00 @ Station 37
- 3 Truck Company Training- we will be conducting several truck company drills throughout the year. A schedule will be posted and all companies are invited.
- 4 Bail-out refresher training- date will be Saturday June 25th @ 8 am. 3 jumps per year are required to maintain proficiency. Need names by the end of next week.
- 5 37-155: Back from Great Dane. Unit needs a radio and siren. Once installed it will be placed in-service.
- 6 Monthly Bottle Check- Thursday 6/9/11 @ 1900.
- 7 Remember when calling in service that not everyone on the apparatus always gets counted; juniors, exterior-only and non-interior probates do not count.
- 8 Non-emergency response means no lights and sirens. If proceeding towards an intersection continue through and then turn them off. Remind other companies of the same if you see they are ignoring orders from the incident commander.

Fire Company #3, Chief Charles Nuara

1. Mileage: 80,990
2. Drills: July 11th- propane drill @ the Academy 19:30
3. Hose ramps need to be replaced.

Neshanic Fire Co. Chief John Lazorchak

-6/21 Drill: Pumping/CAF Systems. New tanker should be in Neshanic in 4-8 weeks.

Rescue Squad

No Comment

Public Comments

Ron Campbell suggested that in case no mobile radio is found for 37-155 if the Board wanted to approve buying another radio in case they don't find the radio and so they don't have to wait till the next meeting to approve buying another radio.

A motion was made by Commissioner Wetzel and seconded by Commissioner Berju to purchase another radio in the event that the one radio is not located. Roll call vote. All approved.

Chief Buckley mentioned a handout regarding exterior and interior firefighter - return to work form. Commissioners reviewed the form and approved for its use.

Chief Nuara mentioned there are openings June 26th for CEVO driving course. Please advise if any members are attending.

ADJOURNMENT

There being no further public comment, a motion was made by Commissioner Uniszkievicz and seconded by Commissioner DeCicco to adjourn the meeting into a closed session at 9:16 p.m.

RESOLUTION

The Commissioners of Fire District No. 1
In the Township of Hillsborough, County of Somerset
Closing of Meeting Pursuant to Open Public Meeting Act

WHEREAS, pursuant to the Open Public Meetings Act, the Commissioners of Fire District No 1 in the Township of Hillsborough, County of Somerset, are allowed to engage in an executive session during any particular meeting when it becomes necessary to discuss matters which the status allows to be discussed in executive session, and

WHEREAS it was necessary for the Commissioners to discuss various matters of personnel and, accordingly, the Commissioners met in an executive session to discuss same,

NOW, THEREFORE, be it resolved by the Commissioners of Fire District No. 1 in the Township of Hillsborough, County of Somerset, as follows:

The public meeting was reconvened at 9:57 p.m. The Board discussed the cell phone usage in the District.

A motion was made by Commissioner Berju and seconded by Commissioner DeCicco to provide monthly payments of \$30.00 to Fire Marshal John Yanko for a cell phone and \$35.00 to Chief Fire Marshal Chris Weniger for a blackberry/cell phone. Payments will be made on a quarterly basis. Roll call vote. All approved.

A motion was made by Commissioner Uniszkievicz and seconded by Commissioner Wetzel to wave the fireworks fee for Hillsborough Township for the July 3, 2011 Fire Works Display. Roll call vote. All approved.

There being no further public comments, a motion was made by Commissioner Kane and seconded by Commissioner DeCicco to adjourn the meeting at 10:15 p.m. Roll call vote. All approved.

Respectfully submitted,

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