

**BOARD OF FIRE COMMISSIONERS
TOWNSHIP OF HILLSBOROUGH**

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REGULAR MEETING

May 10, 2011

The Board of Fire Commissioners of Hillsborough Township, County of Somerset, New Jersey convened in Regular Session on Tuesday, May 10, 2011 at 8:04 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 Wetzal, Commissioner Bob Uniszkiwicz, Commissioner Greg Kane and Commissioner Matt DeCicco. 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, 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 April 12, 2011. Roll call vote. All approved.

A motion was made by Commissioner Uniszkiwicz and seconded by Commissioner Kane to approve the regular meeting minutes of April 12, 2011. Roll call vote. All approved.

A motion was made by Commissioner Uniszkiwicz and seconded by Commissioner DeCicco to approve the closed session minutes of April 12, 2011. Roll call vote. All approved.

TREASURER'S REPORT

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

Checking Account.....	\$1,841.09
Savings Account.....	\$1,501,700.50
Total of All Accounts	\$1,503,541.59
LOSAP	\$54,603.69

A motion was made by Commissioner Uniszkiwicz and seconded by Commissioner DeCicco 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. Neshanic letter indicating the purchase of a new tanker

4. Copy of letter sent to FCC from Ron Campbell about high school transmitter
5. Letter from Defense Logistics Agency- no need for Fire coverage- transferred to GSA
6. Quote to check SCBA's from Fire Fighters Equipment
7. Letter Liberty Mutual Insurance- Insurance Claim
8. Letter- Cap Risk- UFIS Audit with vehicles and driver training
9. Commissioner Ken Wetzel to all fire companies- worker's compensation coverage

MONTHLY FIRE REPORTS

Commissioner Wetzel read the monthly fire reports for April:

FIRE REPORTS

	ALARMS	MAN HOURS	YTD ALARMS	YTD MAN HOURS	DRILLS	MAN HOURS	YTD DRILLS	YTD MAN HOURS
#1	26	209.9	128	961.0	1	72.0	4	196.0
#2	43	177.2	194	777.6	1	57.0	4	191.0
#3	30	176.4	113	968.1	1	75.0	8	402.0
<u>Neshanic</u>	11	18.3	64	249.4	1	25.5	5	125.0

CHIEF FIRE MARSHAL'S REPORT

Fire Marshal Chris Weniger reported the following:

1. The Verizon air cards are activated, installation of CAD software, Hurst vehicle software and server hook up are in progress. E-mails will be sent when they are live. Training will be provided.

2. We are working with Parks and Recreation to get fire prevention messages posted at some of the park's baseball and softball fields. They will be up shortly and should bring messages to people regarding checking smoke detectors and recruitment.

3. I would like confirmation on the policy on fire marshals responding to mutual aid calls.

The Board had a discussion about whether or not the fire marshal's should respond to mutual aid calls in surrounding towns. Commissioner Uniszkiwicz stated that he felt sending one man to be the driver is ok. Commissioner Kane stated that if they're there then send them out. Commissioner Wetzel stated that he felt one should be sent. The Board is paying them to protect Hillsborough. What would happen if something happens in town while they are gone? Commissioner DeCicco stated that we should send them. They shouldn't get tied up for long hours and the sooner they are released the better. Senior Fire Marshal should police the scene and keep an eye on things and will send home fire fighters that are not being used. Fire Chief Buckley stated that mutual aide chiefs are good with sending/letting people go if needed. Commissioner Berju stated that if they are needed they should go. Fire Chief Wesolowski mentioned that if there is only room for one man to go than only one man goes. A vote was taken to allow the fire marshal's to only fill the seats of the apparatus if they are empty. If enough fire fighters are present, the the fire marshals should stay in town.

4. Please forward any fire code questions to our office. There have been a few incidents of firefighters giving incorrect information. If people are using chimenay's they have to be far enough from the house and not hazardous or causing a problem.

5. New junior firefighter law was just passed.

6. Hillsborough High School is holding this Thursday an every 15 minutes program. It is a drunk driving program. They applied for an overnight stay and asked for the fee to be waved. The fire code required a permit.

A motion was made by Commissioner Uniszkiwicz and seconded by Commissioner DeCicco to wave the fee. Roll call vote. All approved.

7. Everyone is trained in the office for current bailout system. John Andreychak was trained on the Bessel system at his full-time job and he asks if he can get it. The price is about the same. He is a trained trainer.

A motion was made by Commissioner Uniszkievicz and seconded by Commissioner DeCicco to get the bail out system and asked that John provide documentation for his certification. Roll call vote. All approved.

8. Manville requested a fire scene be inspected by Fire Marshal Chris Weniger. This is not the first time. Commissioner Berju will write a letter to Manville regarding the matter and if Fire Marshals are requested then they should be paid and they need to sign a contract. Fire Marshal Chris Weniger was advised to not respond until it is signed.

APPARATUS & EQUIPMENT REPAIR

Chief Mike Wesolowski of Fire Company #1 reported the following:

1. Waiting on Car 36- talked with Commissioner DeCicco about taking out the transfer box. The car then will only be a 2 wheel drive truck. Asked Commissioner Kane for new batteries and stated the Kushmell only goes out once/twice a year.

2. Waiting to hear from Seagrave regarding the tanker. Commissioner DeCicco will follow-up. The reserve pumper brakes will cost approximately \$4332 and the mechanics highly suggested not driving it at all. The Board acknowledged the need for another apparatus but they don't want to put major money into it. Once it is figured out (cost) the pumper needs to be repaired or moved out of the fire house.

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

1. 37-102: New CAFS nozzles to be placed in-service soon. New 2.5" pressure gauge to be placed in-service on high-rise pack. 8 headsets installed: Driver & Officer= wireless, 6 crew= wired. Wireless pump panel headset removed. Headsets may have an issue transmitting over radio. Electrical problems with truck after firecom headsets installed. Probably put a screw through the wiring.

2. 37-103: Thermal Imager camera charging cable broken, new one being ordered by Commissioner Kane. Please remember that if you are taking the camera out of the charging base you must unplug it from the charger, DO NOT just rip it out. New backup lights installed. New 2.5" pressure gauge to be placed in-service on high-rise pack. Front 2 headsets replaced with wireless headsets.

3. 37-116: Stinger light on front bumper back from repair. New handle on bucket door. 2 additional wireless headsets installed. New 2.5" pressure gauge to be placed in-service on high-rise pack. K-12 saw out for repair, replaced with spare from 151.

4. 37-141: If anyone knows what happened to the long charging extension cord, please let an officer know. It disappeared at the Wilson run and has not been seen since.

5. 37-145: Wireless pump panel headset installed.

6. 37-151: Spare K-12 saw on 116. Air Banks and air bottles filled.

7. 37-161 (Car 37): Needs new brakes.

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

1. Car 38: Car 38 starts up. It has to go in for service and I would like to have it detailed.

2. 38-145: is in the shop getting the new pump put on. Got an offer of \$100 for the old pump. Need paperwork for aerial check that was done on 118 on April 25th. Commissioner DeCicco will provide necessary information.

3. Installed 38-118 and 38-104 wireless headsets. Box in 38-104 was burned out. Ordered a new box. The representative said the antenna on top that was attached to the box was what caused the box to fry.

Chief John Lazorchak of Neshanic Fire Company reported the following:

1. All trucks are good.

FIRE DISTRICT MEDICAL UPDATE

Commissioner Berju stated that he sent out a list to all chiefs and he would appreciate it if the chiefs would forward it to all their members.

DISTRICT RADIO COMMUNICATION UPDATE

Commissioner Kane stated that he gave two new pagers to Fire Co. #2 and Fire Co. #1 had 3 pagers repaired. He stated that he heard there have been problems with the signal coming in soft/dropping off and he needs information. He asks

firefighters to write it down when it is happening and then he can take a look into it. Ron Campbell sent letter to FCC regarding radio and transmitter in high school.

FORMATION OF COMMAND VEHICLE REPLACEMENT COMMITTEE

Command vehicles are starting to need high price repairs. We want to look into what kind of vehicles we want to replace them. Commissioner Kane, Commissioner DeCicco and Commissioner Uniszkievicz will head the committee along with Assistant Chief Bruce Vatter and Assistant Chief Eric DeCicco. Commissioner Berju asked chiefs to think about pushing back apparatus replacements a year because if the board purchases 4 command vehicles then the possibility of needing the apparatus replacements pushed back a year is highly likely. The Board will look at what is out there and will report back.

APPROVAL OF CLAIMS LIST 2011-05

A motion was made by Commissioner Wetzel and seconded by Commissioner Kane to approve Claims List 2011-05. Roll call vote. All approved.

APPROVAL TO PAY CLAIMS LIST 2011-04

A motion was made by Commissioner Wetzel and seconded by Commissioner Kane to pay Claims List 2011-05 with Commissioner Berju abstaining on 11-211 and Commissioner Uniszkievicz abstaining on 11-230. Roll call vote. All approved.

CLAIMS LIST 2011 -05

5/1/2011 through 5/10/2011

Date	Num		Description	Memo	Amount
5/10/2011	16266	S	AT&T	11-189	\$ (47.43)
5/10/2011	16267	S	VERIZON WIRELESS	11-190	\$ (1,166.65)
5/10/2011	16268	S	COMCAST	11-143	\$ (360.42)
5/10/2011	16269	S	VERIZON	11-192	\$ (42.85)
5/10/2011	16270	S	AMERICAN TIRE SERVICE	11-193	\$ (866.84)
5/10/2011	16271	S	IAAI	11-194	\$ (75.00)
5/10/2011	16272	S	AUTO ZONE - DEPT 30 3301806125	11-195	\$ (87.20)
5/10/2011	16273	S	SOMERSET MEDICAL CENTER	11-196	\$ (516.50)
5/10/2011	16274	S	TEK TRON	11-197	\$ (74.00)
5/10/2011	16275	S	SOMERSET COUNTY EMER. SERV. TRAINING	11-198	\$ (7,200.00)
5/10/2011	16276	S	FIRE FIGHTERS EQUIPMENT COMPANY INC.	11-199	\$ (89.50)
5/10/2011	16277	S	MK FIRE TRUCK REPAIR & MAINTENANCE	11-200	\$ (530.65)
5/10/2011	16278	S	EMERGENCY EQUIPMENT SALES, LLC	11-201	\$ (5,585.60)
5/10/2011	16279	S	ABSOLUTE FIRE PROTECTION	11-202	\$ (890.60)
5/10/2011	16280	S	NEW JERSEY FIRE EQUIPMENT COMPANY	11-203	\$ (292.00)
5/10/2011	16281	S	W.S. DARLEY	11-204	\$ (13,134.67)
5/10/2011	16282	S	ALL HANDS FIRE EQUIPMENT	11-205	\$ (2,117.89)
5/10/2011	16283	S	CENTRAL JERSEY NURSERIES	11-206	\$ (47.48)
5/10/2011	16284	S	CONTINENTAL FIRE & SAFETY, INC.	11-207	\$ (1,598.45)
5/10/2011	16285	S	TASC FIRE APPARATUS, INC	11-208	\$ (1,770.00)
5/10/2011	16286	S	F & S TIRE CORP INC.	11-209	\$ (121.60)

5/10/2011	16287	S	AMWELL AUTO & TIRE CENTER	11-210	\$ (2,239.42)
5/10/2011	16288	S	RON BERJU	11-211	\$ (1,159.46)
5/10/2011	16289	S	PRIMARY CARE CENTER	11-212	\$ (360.00)
5/10/2011	16290	S	SOMEREST MEDICAL CARE PARTNERS	11-211	\$ (2,585.00)
5/10/2011	16291	S	MATTHEW BENDER & CO. INC	10-250	\$ (208.89)
5/10/2011	16292	S	ALLEGRO ENTERPRISES INC	11-215	\$ (38.50)
5/10/2011	16293	S	B&C FLOWERS AND GIFTS	11-216	\$ (56.95)
5/10/2011	16294	S	STEWART KAUFMAN	11-217	\$ (150.00)
5/10/2011	16295	S	STAPLES CREDIT PLAN	11-218	\$ (137.69)
5/10/2011	16296	S	SHARP ELECTRONICS CORP	11-219	\$ (117.07)
5/10/2011	16297	S	SOMERSET COUNTY VEHICLE	11-220	\$ (3,086.10)
5/10/2011	16298	S	CORPORATE GRAPHICS, INC.	11-221	\$ (125.40)
5/10/2011	16299	S	THE MOTOR WORKS	11-222	\$ (63.56)
5/10/2011	16300	S	LAKE SMALL ENGINE REPAIR	11-223	\$ (255.11)
5/10/2011	16301	S	HILLSBOROUGH FIRE CO.#3	11-224	\$ (164.73)
5/10/2011	16302	S	JON SENCHISEN	11-225	\$ (73.56)
5/10/2011	16303	S	BRUCE VATTER	11-226	\$ (61.72)
5/10/2011	16304	S	JIM PATERNO	11-227	\$ (44.92)
5/10/2011	16305	S	RYAN BUCKLEY	11-228	\$ (117.70)
5/10/2011	16306	S	TECHNICAL FIRE SERVICE INC.	11-229	\$ (900.00)
5/10/2011	16307	S	INTERSTATE BATTERY OF PRINCETON	11-230	\$ (161.90)
5/10/2011	16308	S	FIREFIGHTERS EQUIPMENT CO.	11-231	\$ (5,568.10)
5/10/2011	16309	S	ROBERT UNISZKIEWICZ	11-230	\$ (23.53)
OVERALL TOTAL					\$ (54,314.64)

APPROVAL TO TRANSFER DISTRICT FUNDS

A motion was made by Commissioner Uniszkiwicz and seconded by Commissioner Wetzel to transfer the amount of \$55,000 from savings to checking. Roll call vote. All approved.

COMMISSIONERS REPORTS

COMMISSIONER Kane:

Most of the equipment is in. For Fire Co. #2 I got a call from Continental and the Grievee's are coming in July due to a manufacturing delay. He is waiting to hear about smart seat. He talked to a Fire Official about phones- upgrading to blackberry phones free but with data package which is another \$15. Fire Marshal Chris Weniger uses his personal one and he shouldn't have to. Commissioner Kane wants to get them new phones and upgrade the data plans. A lot of the office is using their personal phones and they should not have to. Commissioner Uniszkiwicz is not disputing that they need to upgrade but he believes it will be more than \$15 a phone per month. Fire Marshal Chris Weniger was asked to bring back numbers for the next meeting.

Commissioner Uniszkiwicz:

1. No Report

COMMISSIONER DeCicco:

Fire Co. #1 & #3 quints coming back. Working on hose testing. Waiting to hear about #1's tanker. Forgot about the laminator- will look into that and into the Greenbrook support vehicle.

Commissioner Wetzel:

-Handed out letter from CapRis (VFIS vehicle auditor) who wants to audit the District vehicles to include vehicle maintenance and driver training. The Audit should take 30-40 minutes for each Fire Company. Fire Co #1 and #2 would be audited on a Thursday night and Fire Co #3 on a Monday. Neshanic will be contacted by the auditor for a date. Commissioner DeCicco will provide any necessary records to be requested. Dates to be determined.

-Handed out new workman's compensation notice of coverage to the Hillsborough Fire Companies. This must be posted in the firehouse.

-Liberty Mutual requested a District Safety Audit which is set for June 1, 2011 at Fire Co. #3.

-District Insurance Review Meeting is scheduled for May 23rd, 2011 at 11:00 a.m. at Fire Co. #3.

-Annual District SCBA flow testing with pack inspection, bottle and mask inspection estimate received. The cost is \$4200.00. Inspections will be conducted by Firefighters in July. A schedule will be sent to the Hillsborough Fire Chiefs and Fire Officials Office.

A motion was made by Commissioner DeCicco and seconded by Commissioner Uniszkiwicz and passed to have Firefighters Company complete the SCBA inspections. Roll call vote. All approved.

Commissioner Berju:

Tom Tom's delivered- to the district. These units can be updated in the future. Contract with the DLA- do not respond. The GSA is running the property and we will be sending the GSA a letter. Commissioner Berju will also be sending Manville a letter regarding Fire Marshals doing inspections. Driver qualifications- I thought there were going to be one district driver qualifications? The Chiefs said that they are training their drivers according to their own qualifications. Everyone in Fire Safety is already individually trained on all the apparatus in the district.

CHIEF'S REPORTS

Fire Company #1, Chief Mike Wesolowski

Quick class- core class for EMT's June 9, 10, 11, & 12th. 3 water rescues- we attended: big push among our firefighters to invite entire district. We should either try to get someone to train here or we should go to the trainer. If there is interest, I move for training money and to make a date. Commissioner Kane suggested Chief Wesolowski get price for booties for water rescue. Assistant Chief for Fire Co. #3 stated that they have 2 pairs- one is good and the other is too thin. Information will be given to Fire Co. #1. Protect suits and occupant of suit. Would need 12 suits and we are trying to get to 20 members certified. Swiss phone pagers- sending one for a 30 day trail. Do not like the Watch Dog due to all the problems.

Fire Company #2, Chief Pat Buckley

1 Car 37 mileage: 94,231 and needs brakes

2 Drill- CAFS 5/12/11 19:00 @ Station 37 and 5/19/11 19:00 SCFA.

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- will be Saturday June 25th and Sunday June 26th. 3 jumps per year are required to maintain proficiency.

5 37-155: Back from Great Dane. Unit will be outfitted with a lighting package and should be ready for the Memorial Day parade.

6 Stream lights- can we order 10 yellow streamlights we hang on our gear? We have quite a few newer members who would like lights.

7 Monthly Bottle Check- Tuesday 5/10/11 @ 1830.

8 Members that get hurt- policy to come back? They need a doctor that knows what firefighters do. Commissioner Berju said he would write a medical release for what an interior man does and other ones for an exterior man, fire grounds, junior firefighter, etc. If anyone gets hurt they would have to bring it to the doctor for the doctor to sign. If it is workman's compensation claimed than it is notified by workman's compensation representative of duty status.

Fire Company #3, Chief Charles Nuara

1. Mileage: 79,650

2. Drills: June 13th Flashover Drill

3. June 6th- Golf outing at Royce Brook Country Club

4. Hose ramps are the wrong size need .5 inch hose bridges
5. Class B boots and belts have been ordered.
6. Updated inventory. Commissioner Uniszkiwicz will provide.
7. Seats on 151? Commissioner Kane is working on this issue.
8. Hose that failed last year was brought to Absolute yesterday. A representative there offered \$100 for brush truck engine. The Board said to let them buy it.
9. Members will be going to Harrisburg next Friday. Board granted approval.

Neshanic Fire Co. Chief John Lazorchak

1. 5/17/11 Nurse tanker and pumping
2. 6/6/11 Academy Challenge test- Fire Officer II test. Also bring exam for Officer I too.

Rescue Squad

No Comment

Public Comments

None

ADJOURNMENT

There being no further public comment, a motion was made by Commissioner Uniszkiwicz and seconded by Commissioner DeCicco to adjourn the meeting into a closed session at 9:35 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 10:11 p.m. Commissioner Berju will discuss with Chief Fire Marshal Chris Weniger on matters of charging additional inspections and information on overtime reporting.

There being no further public comments, a motion was made by Commissioner Uniszkiwicz 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