

**BOARD OF FIRE COMMISSIONERS
TOWNSHIP OF HILLSBOROUGH**

**379 SOUTH BRANCH ROAD
HILLSBOROUGH, NJ 08844
Hillsborough.firesafety@comcast.net**

REGULAR MEETING

DECEMBER 12, 2017

The Board of Fire Commissioners of Hillsborough Township, County of Somerset, New Jersey convened in Regular Session on Tuesday, December 12, 2017 at 8:00 pm. at the Hillsborough Township Municipal Building on South Branch Road. Commissioner Chairman Charlie Nuara 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 Charlie Nuara, Commissioner John Catrombon, Jr., Commissioner John Lazorchak, Commissioner Pat Buckley, and Commissioner Mike Carone. Also present were Fire Chiefs: Deputy Chief Everett Heider, Fire Co. #1; Deputy Chief Bill Shaffer, Fire Co. #2, Deputy Chief Dan Kazar, Fire Co. #3, Chief Kit Crisafulli, Neshanic Fire Co.; and Chief Fire Marshal Chris Weniger. Absent: Chief Dave Foelsch, Chief Rich Bartolucci and Chief Mike Murphy.

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 Buckley, seconded by Commissioner Carone to approve the Regular Meeting minutes of November 14, 2017. Roll call vote: All approved.

A motion was made by Commissioner Buckley, seconded by Commissioner Carombon, Jr. to approve the Work Meeting minutes of December 7, 2017. Roll call vote: All approved.

TREASURER'S REPORT

NOVEMBER 30, 2017

Checking Account Balance:	\$	22,225.47
Savings Account Balance:	\$	1,130,413.00
LOSAP	\$	189,292.07
Capital Expense Account Balance:	\$	<u>950,587.80</u>
Total of all Accounts:	\$	2,292,518.34
Expenditures for November, 2017:	\$	139,774.86

Amount to be transferred to
Checking from Savings \$ 140,000.00

Amount to be transferred to LOSAP
from Regular Savings: \$ 163,500.00

A motion was made by Commissioner Buckley, seconded by Commissioner Catrombon, Jr. to approve the Treasurer's Report. Roll call vote: All approved.

CORRESPONDENCE

Commissioner Nuara read the list of incoming correspondence consisting of:

- Monthly Fire Reports (*On file in the Fire Safety Office*).
- Fire Safety Out-of-Service Schedule (*Attachment*).
- Swearing in of Fire Marshal John Bassi.

MONTHLY FIRE REPORTS

Commissioner Nuara read the monthly fire reports for November, 2017.

FIRE REPORTS

	ALARMS	MAN HRS.	YTD ALARMS	YTD MAN HRS.	DRILLS	MAN HRS.	YTD DRILLS	YTD MAN HRS.
#1	27	89.4	292	1371.6	0	0	13	616.0
#2	50	216.2	535	3559.6	2	166.3	39	1585.6
#3	22	108.7	200	1250.7	1	50.0	17	854.6
<u>Neshanic</u>	13	57.6	164	651.5	1	22.5	29	607.8

CHIEF FIRE MARSHAL'S REPORT

Chief Fire Marshal Chris Weniger reported the following:

- NJDFS NFIRS clarification.
- The Year-In-Review was held on December 11, 2017 at Station 38. The review went well and there was a good turnout. Thank you to everyone who attended and to the Signal 100 attendees that helped with food.
- There are new Fire District emails.
- Please forward new Officer Lists for 2018, including emails to me.
- Fire District Patch.
- Ladder testing will be done on Friday, December 15, 2017 at Stations 37 & 38, and on Saturday, December 16, 2017 at Station 36.
- Turnout Gear Repairs – Anyone who brings in their gear for cleaning or for a problem, please make sure your name is inside the gear and submit a paper stating if it needs cleaned or repaired (explaining what the problem is).
- There has been a missing Scott Pack (#27 – Station 37). Chiefs, please double check your firehouses and Chief vehicles. If not found, will need to file a police report.

APPARATUS – EQUIPMENT REPORT

Deputy Chief Everett Heider of Fire Company #1 reported the following:

CAR 36-1:	Mileage – 49,518 No issues reported.
CAR 36-2:	No issues reported.
ENGINE 36:	Q siren was repaired.
LADDER 36:	Pump panel water leak was repaired. Engine information display was repaired.
TENDER 36:	No issues reported.
BRUSH 36:	Foam system was checked and is working properly.
BRUSH 36-2:	No issues reported.
RESCUE 36:	Air horn was repaired. Foot switch was repaired.
RANGER 36:	No issues reported.

MARINE 36: No issues reported.

Small Equipment: 1 SCBA was repaired.
Gas meters were calibrated.

Deputy Chief Bill Shaffer of Fire Company #2 reported the following:

CAR 37-1: Mileage – 14,350
Running board lights were repaired.

CAR 37-2: No issues reported.

ENGINE 37: A/C compressor was replaced.
Tank to pump valve – waiting on parts to come in.
Oil pressure gauge was repaired.
Exhaust parts are on order.
Ladder rack lift cylinder was replaced.

ENGINE 37-2: Front end power steering issue was fixed.
A/C compressor was repaired.
Foam tank level was repaired.
Water tank leak was repaired.

TOWER
LADDER 37: No issues reported.

BRUSH 37: Hitch was installed.
Winch receiver was installed in front.
New scene lighting was installed.
Plymovent was installed.

BRUSH 37-2: No issues reported.

MINI PUMPER 37: No issues reported.

RESCUE 37: New flashlight charger is on order.

Small Equipment: 2 extinguishers were recharged.
1 saw was repaired.
1 SCBA was repaired.
All meters were calibrated.

Deputy Chief Dan Kazar of Fire Company #3 reported the following:

CAR 38-1: Mileage – No report.
Body control module was replaced.

CAR 38-2: No issues reported.

ENGINE 38: No issues reported.

LADDER 38: Hydraulic leak was repaired.
TENDER 38: Q Siren intermittent – was checked and no issues were found. Will have checked again.
BRUSH 38: No issues reported.
RESCUE 38: No issues reported.
MARINE 38: No issues reported.
Small Equipment: 1 extinguisher was recharged.
2 saws were repaired.
All meters were calibrated.

Chief Kit Crisafulli of Neshanic Volunteer Fire Company reported the following:

CAR 48: Mileage – No report.
ENGINE 48-4: No issues reported.
ENGINE 48-5: No issues reported.
TENDER 48: No issues reported.
BRUSH 48: No issues reported.
MINI PUMPER 48: No issues reported.
Small Equipment: No report.

R&R COMMITTEE UPDATE

FAP:

- Still receiving responses from local businesses that want to participate in the Firefighter Appreciation Program.

Signal 100 Team

- Three members of the Signal 100 Team helped at the Year-In-Review on December 11, 2017.

2018 Officer Lists:

- Chiefs, please email me a copy of your new Officer Lists for 2017 and email addresses.

APPROVAL TO PAY CLAIMS LIST 2017- 12

Date	Num	Name	Memo	Amount
12/12/2017	22476	HILLSBOROUGH FIRE CO.#2	17-709	15632.00
12/12/2017	22475	NESHANIC VOL.FIRE CO.	17-723	13750.00
12/12/2017	22474	HILLSBOROUGH FIRE CO.#3	17-750	15632.00
12/12/2017	22473	HILLSBOROUGH FIRE CO.#1	17-751	15632.00
12/12/2017	22472	RYAN BUCKLEY	17-759	276.50
12/12/2017	22471	PETER M. CARONE	17-759	154.00
12/12/2017	22470	ERIC DE CICCO	17-759	133.00
12/12/2017	22487	MATTHEW DE CICCO	17-759	441.00
12/12/2017	22486	STEPHEN ECKERT	17-759	238.00
12/12/2017	22485	MARSHALL FARLEY	17-759	129.50
12/12/2017	22484	DAVID FOELSCH	17-759	350.00
12/12/2017	22483	MICHELLE GOLDER	17-759	203.00
12/12/2017	22482	Heider, Everett	17-759	273.00
12/12/2017	22481	Jandoli, Nick	17-759	203.00
12/12/2017	22480	GREG R. KANE	17-759	290.50
12/12/2017	22479	THOMAS LACHOWSKI	17-759	346.50
12/12/2017	22478	TIM MURPHY	17-759	105.00
12/12/2017	22477	JOHN NOVAK	17-759	276.50
12/12/2017	22489	NICHOLAS PATULLO	17-760	556.50
12/12/2017	22490	Guzy, Michael	17-759	241.50
12/12/2017	22501	NICK PERFETTE	17-760	241.50
12/12/2017	22500	Petner, Jim	17-760	371.00
12/12/2017	22499	ERIC REGIEC	17-760	465.50
12/12/2017	22498	TYLER RIORDAN	17-760	325.50
12/12/2017	22497	Riordan, William	17-760	451.50
12/12/2017	22496	Rolle, Dorwin	17-760	441.00
12/12/2017	22495	Karl Scott	17-760	599.00
12/12/2017	22532	JEFF SINGER	17-760	346.50
12/12/2017	22493	Slinsky, Thomas	17-760	157.50
12/12/2017	22492	Weiss, Scott	17-760	290.50
12/12/2017	22491	WILLIAM WOODRUFF	17-760	430.50
12/12/2017	22502	ADOMBIRE BARNABAS	17-761	599.00
12/12/2017	22503	Bartok, Zachary	17-761	430.50
12/12/2017	22504	RICHARD BARTOLUCCI	17-761	599.00
12/12/2017	22505	Berju, Ronald	17-761	311.50
12/12/2017	22506	PATRICK BUCKLEY	17-761	273.00
12/12/2017	22507	ADAM CAPWELL	17-761	388.50
12/12/2017	22508	Clougher, Robert	17-761	599.00
12/12/2017	22509	RICH CRATER	17-761	381.50
12/12/2017	22510	Danberry Kevin	17-761	430.50
12/12/2017	22511	Escamilla, Abel	17-761	220.50
12/12/2017	22512	Fратиanni, Nicholas	17-761	528.50
12/12/2017	22513	Gildea, Robert	17-761	599.00

12/12/2017	22514	Ismaili, Sean	17-761	448.00
12/12/2017	22515	Jess, Thomas	17-761	451.50
12/12/2017	22516	Kopec, E.	17-761	599.00
12/12/2017	22517	Kulcsar, Matt	17-761	203.00
12/12/2017	22531	Leehr Dana	17-761	367.50
12/12/2017	22519	Ted McCollum	17-761	266.00
12/12/2017	22520	ROBERT MCDONNELL	17-761	539.00
12/12/2017	22521	Medina Steve	17-761	385.00
12/12/2017	22522	Nelson, Michael	17-761	556.50
12/12/2017	22523	Pagano, Mark	17-761	325.50
12/12/2017	22524	PATERNO JIM	17-761	599.00
12/12/2017	22525	MIKE PATTON	17-761	599.00
12/12/2017	22526	ROLLIN RATHBUN	17-761	599.00
12/12/2017	22527	CARL L. RAWLES	17-761	599.00
12/12/2017	22528	Shaffer, Thomas	17-761	599.00
12/12/2017	22529	BILL SHAFFER	17-761	599.00
12/12/2017	22530	ROBERT WIECENSKI	17-761	322.00
12/12/2017	22551	Anagnostis, Steve	17-762	87.50
12/12/2017	22570	RICK ARTZ	17-762	504.00
12/12/2017	22569	Boland, Sean	17-762	206.50
12/12/2017	22568	MARK BROWNLIE	17-762	129.50
12/12/2017	22567	RICHARD CAMPBELL	17-762	129.50
12/12/2017	22566	JOHN CATROMBON	17-762	189.00
12/12/2017	22565	TIM COYLE	17-762	395.50
12/12/2017	22564	ANDREW FINGERHUT	17-762	80.50
12/12/2017	22563	ROBERT FRANCOLINI	17-762	378.00
12/12/2017	22562	SETH FREUND	17-762	84.00
12/12/2017	22561	CHRISTIAN FULMINO	17-762	241.50
12/12/2017	22560	Glass-Hardenbergh, Alexander	17-762	161.00
12/12/2017	22559	Hodossy, Andrew	17-762	164.50
12/12/2017	22558	ROY HOROWITZ	17-762	497.00
12/12/2017	22557	Johnson, Ken	17-762	322.00
12/12/2017	22556	Johnson, Walter	17-762	140.00
12/12/2017	22555	DANIEL KAZAR	17-762	87.50
12/12/2017	22554	EDWARD KOVACH	17-762	504.00
12/12/2017	22553	Lai Vince	17-762	115.50
12/12/2017	22550	MICHAEL LEMONIE	17-762	126.00
12/12/2017	22549	Tom Marvits	17-762	192.50
12/12/2017	22548	DOUGLAS MILLER	17-762	133.00
12/12/2017	22547	MIKE MURPHY	17-762	514.50
12/12/2017	22546	STEPHEN NAGY	17-762	178.50
12/12/2017	22545	BRIAN NAGY	17-762	182.00
12/12/2017	22544	Nagy Alex	17-762	143.50
12/12/2017	22543	MANFRED NOWACKI	17-762	500.50
12/12/2017	22542	CHARLIE NUARA	17-762	413.00
12/12/2017	22541	Nuara, Shane	17-762	217.00
12/12/2017	22540	CARMINE NUZZOLO	17-762	231.00

12/12/2017	22539	DANIEL PANNUCCI	17-762	140.00
12/12/2017	22538	SAM ROZYCKI	17-762	175.00
12/12/2017	22537	Santos, Andrew	17-762	252.00
12/12/2017	22536	Sherer, Edward	17-762	77.00
12/12/2017	22535	Wells, Matthew	17-762	164.50
12/12/2017	22534	KENNETH WETZEL	17-762	532.00
12/12/2017	22533	RONALD YODER	17-762	129.50
12/12/2017	22552	AUTO ZONE	17-763 Invoice 3284465809	18.36
12/12/2017	22579	AMWELL AUTO & TIRE CENTER	17-264 Invoice 148072	39.23
12/12/2017	22578	Auto Plus	17-765 invoice 45560814 17-766 Invoice 11/6, 11/7 & 11/20/2017	37.04 3534.00
12/12/2017	22577	ACCESS HEALTH SYSTEMS		
12/12/2017	22576	APPROVED FIRE PROTECTION	17-767 Invoice IN00011890	65.00
12/12/2017	22575	APPROVED FIRE PROTECTION	17-768 Invoice IN00011094	430.20
12/12/2017	22574	Amazon.com	17-769	94.71
12/12/2017	22573	AMWELL AUTO & TIRE CENTER	17-770 Invoice 148454	1733.13
12/12/2017	22573	BILL SHAFFER	17-771	42.74
12/12/2017	22572	BILL SHAFFER	17-772	474.00
12/12/2017	22571	RICHARD M. BRASLOW ESQ.	17-773	717.50
12/12/2017	22580	RICHARD M. BRASLOW ESQ.	17-774	1610.00
12/12/2017	22595	BILL SHAFFER	17-775	35.88
12/12/2017	22594	CHARLIE NUARA	17-776	150.00
12/12/2017	22593	COMCAST	17-777	175.98
12/12/2017	22592	CHICKEN HOLIDAY	17-778	146.54
12/12/2017	22591	CONTINENTAL FIRE & SAFETY INC.	17-779 Invoice G5110 17-780 Invoice 37776, 37777, 37784	177.60 1231.00
12/12/2017	22590	COMMUNICATION SPECIALIST, INC		
12/12/2017	22589	CHRISTOPHER WENIGER	17-781	92.05
12/12/2017	22588	DITSCHMAN/FLEMINGTON	17-782 Invoice 166562	262.56
12/12/2017	22587	DANIEL KAZAR	17-783	150.00
12/12/2017	22586	EAST COAST MEDIA	17-784 Invoice 34553 17-785 Invoice 49552, 49601, 49632, 49795, 49891	175.00 2026.00
12/12/2017	22585	ELECTRONIC MEASUREMENT LABS		
12/12/2017	22584	First Priority Emergency Vehicles	17-786 Invoice 15575	4911.85
12/12/2017	22583	FIRE FIGHTERS EQUIPMENT COMPANY INC.	17-787 Invoice 20173452	1857.60
12/12/2017	22582	1ST RESPONDER NEWSPAPER	17-788 17-789 Invoice 15483, 15482, 15407, 15363, 15368	80.00 1484.81
12/12/2017	22581	First Priority Emergency Vehicles		
12/12/2017	22596	First Priority Emergency Vehicles	17-790 Invoice 15469	1448.49
12/12/2017	22597	FLEMINGTON DEPT STORE	17-791 Invoice 58770	99.45
12/12/2017	22598	FLEMINGTON DEPT STORE	17-792 Invoice 59004	54.00
12/12/2017	22599	First Priority Emergency Vehicles	17-793 Invoice 15278	576.87
12/12/2017	22600	FLEMINGTON DEPT STORE	17-794 Invoice 58495 17-795 Invoice 17-025, 17- 024	99.95 2250.00
12/12/2017	22601	GOLDSHIELD TEAM LLC		
12/12/2017	22602	HOME DEPOT	17-796 Invoice 8330121	1871.82
12/12/2017	22603	HILLSBOROUGH TOWNSHIP	17-797 17-798 Invoice 9974001, 9330066	148.42 1024.95
12/12/2017	22604	HILLSBOROUGH TOWNSHIP		
12/12/2017	22605	JOHN ANDREYCHAK	17-799	70.00

12/12/2017	22606	LAKE ELECTRIC MAINT & SMALL ENGINE REPAIR	17-800 Invoice 56071, 56283, 56296	161.21
12/12/2017	22607	LAKE ELECTRIC MAINT & SMALL ENGINE REPAIR	17-801 Invoice 56413, 56412, 56411	436.59
12/12/2017	22608	MIDDLESEX COUNTY FIRE ACADEMY	17-802 Invoice 17-1118	545.00
12/12/2017	22609	Manville Mason's Supply	17-803 Invoice 157502, 157594	499.13
12/12/2017	22610	MINERVA CLEANERS	17-804 Invoice 474-80	551.25
12/12/2017	22611	NEW JERSEY LINE - X	17-805	1000.00
12/12/2017	22612	*NATIONAL FIRE PROTECTION ASSOC	17-806 Invoice 7120650Y	189.05
12/12/2017	22613	NIC Group, Inc.	17-807	125.00
12/12/2017	22614	NIC Group, Inc.	17-808	2400.00
12/12/2017	22615	*NATIONAL FIRE PROTECTION ASSOC	17-809 Invoice 71206504	189.05
12/12/2017	22616	NEW JERSEY FIRE EQUIPMENT COMPANY	17-810 Invoice 55835	74.91
12/12/2017	22617	Penguin Management, Inc.	17-811	1398.00
12/12/2017	22618	Packet Media, LLC	17-812 Invoice 300369505	8.37
12/12/2017	22619	Pavese-McCormick Agency, Inc.	17-813 Invoice 62303	31.00
12/12/2017	22620	RWJ Physician Enterprise, PA	17-814 Invoice 12116710	385.00
12/12/2017	22621	RICH CRATER	17-815	20.11
12/12/2017	22622	RICH CRATER	17-816	150.00
12/12/2017	22623	ROLLIN RATHBUN	17-817	500.00
12/12/2017	22624	RWJ Physician Enterprise, PA	Invoice 12114990, 12116310	1560.00
12/12/2017	22625	SKYLANDS FIRE EQUIP.	17-819 Invoice 9464	330.00
12/12/2017	22626	STEVE ECKERT	17-820	500.00
12/12/2017	22627	STAPLES CREDIT PLAN	17-821 Invoice 1929352221, 1929425211	69.85
12/12/2017	22628	SOMERSET COUNTY EMER. SERV. TRAINING{2}	17-822 Invoice 12472	850.00
12/12/2017	22629	SOMERSET COUNTY EMER. SERV. TRAINING{2}	17-823 Invoice 12468	750.00
12/12/2017	22630	SOMERSET COUNTY EMER. SERV. TRAINING{2}	17-824 Invoice 12483, 12475, 12503	1600.00
12/12/2017	22631	SOMERSET COUNTY EMER. SERV. TRAINING{2}	17-825 Invoice 12513	300.00
12/12/2017	22632	UPS	17-826 Invoice 74Y02Y457, 74Y02Y467, 74Y02Y477	43.01
12/12/2017	22633	VERIZON WIRELESS	17-827 Invoice 9796326311	842.71
12/12/2017	22634	VERIZON	17-828	60.00
12/12/2017	22635	Weldon Concrete Co	17-829 Invoice 5044617	945.50
12/12/2017	22636	W.B.MASON COMPANY, INC.	17-830 Invoice I49526146, I49787195	844.92
12/12/2017	22637	Zoro, Inc.	17-831 Invoice INV3659131	88.11
12/12/2017	22638	JOANN BULLOCK	17-832	189.00
12/12/2017	22639	PETER M. CARONE	17-833	148.60
12/12/2017	22640	ED KOVACH	17-834	500.00
12/12/2017	22641	SAM ROZYCKI	17-835	79.26
12/12/2017	22642	Johnson, Ken	17-836	604.50
12/12/2017	22643	CHRISTOPHER WENIGER	17-837	31.60
12/12/2017	22644	Chexalance LLC	17-838 Invoice1014	200.00
12/12/2017	22645	Kavita Krishnan	17-839 Invoice C1011840	57.90
				139774.86

A motion was made by Commissioner Buckley, seconded by Commissioner Catrombon, Jr. to approve the Claims List 2017-12 with the exception of #22471, #22506, #22566, #22542, #22549 and #22639. Roll call vote: All approved.

A motion was made by Commissioner Catrombon, Jr., seconded by Commissioner Carone to approve to pay the Claims List 2017-12. Roll call vote: All approved.

APPROVAL TO TRANSFER FUNDS TO PAY CLAIMS LIST 2017-12

A motion was made by Commissioner Catrombon, Jr., seconded by Commissioner Buckley to approve the transfer of funds in the amount of \$140,000.00 from savings account to checking account. Roll call vote: All approved.

A motion was made by Commissioner Catrombon, Jr., seconded by Commissioner Buckley to approve the transfer of funds in the amount of \$163,500.00 from LOSAP to the Neshanic Fire LOSAP account. Roll call vote: All approved.

COMMISSIONERS' REPORTS

Commissioner Nuara:

- Contracts:
 - No report.

- Budget:
 - No report.

- Specifications, Special Bids and Acquisitions:
 - No report.

- New Apparatus:
 - No report.

- Other:
 - LOSAP:
 - Should be posted in each Firehouse the first week of January, 2018 and any disputes need to be made within 30 days.
 - Checks will be issued in February, 2018 in the amount of \$1,400.00.

- Resolutions:
 - o Legal Notice to Introduce the Budget for 2018 (*Attachment*). **A motion was made by Commissioner Buckley, seconded by Commissioner Carone to approve the Legal Notice introducing and approving on the first reading of the 2018 Budget. Roll call vote: All approved.**
 - o Legal Notice to Introduce the Budget for 2018 (*Attachment*). **A motion was made by Commissioner Buckley, seconded by Commissioner Carone to approve the Legal Notice introducing and approving on the first reading of the 2018 Budget. Roll call vote: All approved.**
 - o Resolution #17-020 - Relative to Conducting Annual Fire District Election (*Attachment*). **A motion was made by Commissioner Buckley, seconded by Commissioner Catrombon, Jr. to approve Resolution #17-020. Roll call vote: All approved.**
 - o Resolution #17-021 - Authorization for Capital Questions Relative to the Annual Fire District Election (*Attachment*). **A motion was made by Commissioner Buckley, seconded by Commissioner Catrombon, Jr. to approve Resolution #17-021. Roll call vote: All approved.**
 - o Resolution #17-022 – Adoption of the Temporary Budget for 2018 (*Attachment*). **A motion was made by Commissioner Catrombon, Jr., seconded by Commissioner Carone to approve Resolution #17-022. Roll call vote: All approved.**
- Top 10 Responders:
 - o List of Top 10 Responders (*Attachment*).
 - o Pictures were taken of the Top 10 Responders from Stations 36, 37, 38 & 48.
 - o Thanks you to the Top 10 Responders for all your efforts.
 - o
 - o Gift certificates were given to each of these Top 10 Responders.
- Fire Officer Qualifications:
 - o Chiefs, please check over your lists to make sure all qualifications are met.

Commissioner Catrombon, Jr.:

- Radios & Pagers:
 - No report.

- Grants:
 - No report.

- Apparatus/Equipment Maintenance:
 - No report.

- Air Packs & Air Bottle Testing:
 - No report.

- Other:
 - Safety:
 - With the snowfall and icy roads, please use extra caution. Vehicles don't always notice lights and sirens. Please be safe!

Commissioner Lazorchak:

- Insurance:
 - No report.

- Medical (Physicals):
 - The Physical List is up to date (*Attachment*).
 - A few members did not make the June deadline and they are listed on the bottom of the spreadsheet. Some members have provided an explanation for waiver consideration, and they are under review. Other members need to submit explanations immediately for consideration. Final decisions and any adjustments to the LOSAP spreadsheet will be decided at the January Work Meeting.

- Fit Testing:
 - Makeup date for physicals is scheduled for December 22, 2018 at Station 37.

Commissioner Buckley:

- Bureau of Fire Operations:
 - No report.

- OEM:
 - No report.

- GOG's:
 - Committee Meeting will be held in January, 2018.

- Accident/Injury – Workman's Compensation:
 - No report.

- Gear Cleaning & Repair:
 - Inspections should be completed by December 31, 2017.

- OSHA:
 - PEOSH and the Division of Fire Safety have issued Guidelines for Junior Firefighters. Copies were handed out to the Chiefs to review with their membership.
 - Will discuss further at the January, 2018 Meeting.

- District Drills:
 - Man-in-Machine lass will be scheduled for January, 2018. RPI will provide the training and have submitted a proposal. Dates will be announced at the January, 2018 Meeting.

- Training:
 - Air Consumption Rate:
 - All firefighters need this testing.
 - Around 114 members have completed this testing.
 - Please check your rosters and get me names of those still needing this testing.

Commissioner Carone:

- Audit:
 - No report.

- LOSAP:
 - No report.

- Bills with Vouchers:
 - No report.

- Budget:
 - Still have a few things to go over on the Budget for 2018.

- Inventory:
 - No report.

CHIEF'S REPORTS

Deputy Chief Everett Heider - Fire Company #36:

Drills: Year-In-Review Drill was held on December 11, 2017 at 7:30 pm at Station 38.

Extrication Drill will be held on December 14, 2017 at Station 36.

Blood borne and Right to Know Drill is tentatively scheduled for January 4, 2018.

Deputy Chief Bill Schaffer – Fire Company #37

Drills: Winch Operations Drill was held on December 5, 2017 at Station 37.

Year-In-Review Drill was held on December 11, 2017 at 7:30 pm at Station 38.

2018 GOG Review will be held on December 19, 2017 at 7:00 pm at Station 37.

- Seeking approval to purchase the following items: suction cups, traffic cones, backpacks and box lights for Brush 37. No vote was needed as the amounts were under the needed amount to vote.
- Two power packs for battery operated extrication tools were borrowed by Station 48. Is it ok to order batteries to replace those and Station 48 can keep the ones they borrowed? Commissioners agreed to replace the two batteries.

Deputy Chief Dan Kazar – Fire Company #38

Drills: Year-In-Review Drill was held on December 11, 2017 at 7:30 pm at Station 38.

Bloodborne & Right to Know – End of January or Early February, 2018.

- Inquired about where to do CPR Recertification.
 - Commissioner Buckley will inquire at the academy and will provide information.
- Chief Murphy asked if I would thank Chief Bartolucci and Chief Foelsch for their leadership during 2017. Because of your dedication it has made us a stronger Fire District.
- Boat trailer/winch – has a kink in it. Called Mid Atlantic and they recommended to use wire rope. Then called the company and they recommended to use wire rope also. Ken Johnson provided this information and the cost would be \$450.00 to repair. Commissioners said that the money is in their budget. **A motion was made by Commissioner Buckley, seconded by Commissioner Catrombon, Jr. to approved the purchase of wire rope in the amount of \$450.00. Roll call vote: All approved.** Chief Fire Marshal Weniger will have Fire Marshal Giordano handle this.

Chief Kit Crisafulli – Fire Company #48 - Neshanic

Drills: Year-In-Review Drill was held on December 11, 2017 at 7:30 pm at Station 38.

Year End Inventory will be held on December 19, 2017 at Station 48.

OEM:

- No report.

PUBLIC

- No report.

ADJOURNMENT

There being no further public comment, **a motion was made by Commissioner Nuara and seconded by Commissioner Buckley to adjourn the meeting at 8:34 p.m. Roll call vote: All approved.**

Respectfully submitted,

John Lazorchak, Secretary
Hillsborough Township
Board of Fire Commissioners

JL/jhb
Attachments

**ATTACHMENTS
FOR THE DECEMBER 12, 2017
REGULAR MEETING MINUTES**

1. Fire Safety Out-of-Service Schedule.
2. Legal Notice to Introduce the Budget for 2018.
3. Legal Notice to Introduce the Budget for 2018.
4. Resolution #17-020 - Relative to Conducting Annual Fire District Election.
5. Resolution #17-021 - Authorization for Capital Questions Relative to the Annual Fire District Election.
6. Resolution #17-022 – Adoption of the Temporary Budget for 2018.
7. List of Top 10 Responders.
8. 2017 Physical List.