

**BOARD OF FIRE COMMISSIONERS
TOWNSHIP OF HILLSBOROUGH**

**379 SOUTH BRANCH ROAD
HILLSBOROUGH, NJ 08844
Firesafety@hillsboroughfiredistrict.com**

WORK MEETING

OCTOBER 3, 2019

The Board of Fire Commissioners of Hillsborough Township, County of Somerset, New Jersey convened in a Work Session on Thursday, October 3, 2019 at 7:00 pm. In the Conference Room at the Hillsborough Township Municipal Building on South Branch Road. Commissioner Chairman John Lazorchak 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 John Lazorchak
Commissioner Pat Buckley
Commissioner Jeff Mitchell

Commissioner Charlie Nuara
Commissioner Mike Carone

Fire Chiefs present were:

Chief Everett Heider - Station 36
Chief Fire Marshal Chris Weniger - Fire Safety

District Officers/Members present were:

Deputy Chief Tommy Lachowski – Station 36
Assistant Chief Eric Regic – Station 36

Public present were:

Mr. Jeff Wright – Councilman – Running for Hillsborough Township Committee
Mr. Paul Drake – Representing Councilman Wright

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.

CORRESPONDENCE

Commissioners discussed the following:

- Commissioner Lazorchak:
 - o Workman's Compensation:
 - Inquired the status of the Workman's Compensation.
 - Chief Fire Marshal Weniger stated that the insurance payment has been done.
 - o Manpower Meeting:
 - A Manpower Meeting was held on September 18, 2019 with the Chiefs. The Meeting was regarding the addition of 2 more employees for Fire Safety due to lack of volunteers during week days.
 - Commissioner Nuara and Fire Marshal Giordano attended Station 37's Monthly October Meeting to explain this to the membership.
 - A meeting will be held on October 7, 2019 at Station 36.
 - Discussed the option of hiring a Consulting Company to do a study on this. Chief Fire Marshal Weniger stated that if this was done, he feels that they would recommend more than 2 additional employees.
 - This will be discussed further.
 - o Officer Qualifications:
 - Inquired the status of the Officer Qualifications GOG.
 - Commissioner Nuara stated that the Committee is still working on them.
 - Commissioner Nuara said he will speak with Chief Kazar about this.
 - o Property Damage:
 - A property damage incident took place on Saturday, September 28, 2019 at 601 Highway North 206 at Nelson's Corner. This was due to improper installation of a weight to display a flag on Station 37's ladder truck (*Attachment - Report*).

- Chief Fire Marshal Weniger spoke to the insurance company and they said they have two options for putting in the claim. Option 1 is to file under Title 59 or Option 2 is to file a Normal Claim. After discussion, it was decided to file under a Normal Claim.
- Chief Fire Marshal Weniger will look into the cost to purchase proper weights for displaying flags on the ladder trucks.
- Chief Fire Marshal Weniger will put a draft together for a future Policy on this.
- Commissioner Nuara stated that this incident needs to be addressed with Station 37.

- Commissioner Nuara:

○ Rescue Committee Meeting:

- Heard that the Rescue Committee Meeting that was held on September 28, 2019 went well.
- Put \$30,000.00 in the 2020 Budget for needed or replacement equipment.
- Discussed airbags.

○ Budget:

- No changes have been made to the 2020 Budget.
- \$150,000.00 for 2 additional Fire Safety Employees will need to be put as a Special Question for the February Elections.

○ Audit:

- The Audit is complete and there are no problems. There were no recommendations made on the Final Report.
- Chief Fire Marshal Weniger stated that a Resolution and an Affidavit have been done. The Resolution will be read and the Affidavit will need to be signed by the Commissioners at the Regular Meeting on Tuesday, October 8, 2019.

○ Cell Phone Policy:

- There was an incident that damage was done to a member's personal cell phone. The phone flew off the members belt while putting on gear. The member inquired if there is any coverage for this.

- It was discussed that currently the District is not responsible for personal cell phones.
 - Discussed if we should offer something.
 - Chief Fire Marshal Weniger suggested we do a Policy for this. He also suggested that we pay the deductibles if a member has insurance on their phone.
 - Chief Fire Marshal Weniger will look into this and report to the Board at the Regular Meeting on Tuesday, October 8, 2019.
 - Will vote on this at the Regular Meeting on Tuesday, October 8, 2019.
- Station 37 Request for a Boat:
 - Station 37 had inquired if they could have a boat from Station 36. Station 36 did not want to give up a boat, so they requested to purchase a boat. This will be voted on at the Regular Meeting on Tuesday, October 8, 2019.
 - Station 38 New Apparatus:
 - Ex-Chief Mike Murphy and I went to Pierce on Monday, September 30, 2019 to check out the plant that is building the new pumper for Station 38. We looked at the new truck and equipment going on the truck as well as equipment they want to add on.
- Commissioner Buckley:
 - No report.
 - Commissioner Carone:
 - GOG Committee:
 - Reported that he is having trouble getting everyone together for a meeting. Trying to get a Meeting set up for October 16th or 17th, 2019.

- Fit Testing:
 - Fit Testing is scheduled as follows:
 - Station 36 – November 4, 2019
 - Station 37 – November 5, 2019
 - Station 38 – November 18, 2019
 - Make up testing – December 27, 2019 at Station 37

- Commissioner Mitchell:
 - Went through vouchers for September 2019 and obtained Commissioners signatures.
 - Had some questions on several vouchers.

- Other:
 - Chief Fire Marshal Weniger:
 - Policies:
 - Accident & Damage Equipment Policy:
 - Would like to present the Accident & Damage Equipment Policy at the Regular Meeting on Tuesday, October 8, 2019.
 - Physical Policy:
 - Revisions have been made to the Physical Policy. Will send out to the Chiefs for their comments.
 - Commissioner Carone said he will go to Primary Care and speak to them about the changes they will be making to the Policy and Reports that get sent to the Commissioners/District that will take place January 2020.
 - This will be discussed at the Regular Meeting on Tuesday, October 8, 2019.

- Dispatch Guide:
 - The Dispatch Guide (Re: Rescue Task Force) needs to be voted on at the Regular Meeting on Tuesday, October 8, 2019.

- Fire Prevention Ordinance:
 - Commissioner Nuara and I will be meeting with the Township on Monday, October 7, 2019 regarding the Fire Prevention Ordinance.
 - Will report on this at the Regular Meeting on Tuesday, October 8, 2019.

- TICS:
 - Discussed change out and replacement of TICS.

- Trail Maps:
 - Discussed Trail Maps. Commissioner Carone will follow up on this.

- Air Bags:
 - Discussed purchase of Air Bags.
 - Fire Marshal Giordano has been in touch with someone about getting a grant for them.

- Lack of Volunteers:
 - Had discussion on the lack of volunteers keeps declining.

- Chief Everett Heider – Station 36:
 - Discussed the need of 4 gas meters.
 - Chief Fire Marshal Weniger suggested we add gas meters to the stock.
 - Will vote on this at the Regular Meeting on Tuesday, October 8, 2019.

- Deputy Chief Tommy Lachowski – Station 36:
 - Rescue Truck Replacement:
 - Discussed replacement of the Rescue Truck.
 - Will have more information next week.
 - Will meet with Chief Fire Marshal Weniger on Monday, October 7, 2019.
 - Board needs to approve by December 1, 2019.
 - NIFRS Computer:
 - Told the Board that they are having problems with the NIFRS computer.
 - Chief Fire Marshal Weniger stated that he has already been looking into replacing the NIFRS computers for all three Hillsborough companies. Will also replace for Neshanic Fire, if needed.
 - Will have pricing information for the Regulator Meeting on Tuesday, October 8, 2019.

ADJOURNMENT

There being no further public comment, **a motion was made by Commissioner Lazorchak, and seconded by Commissioner Nuara to adjourn the meeting at 8:22 p.m. Roll call vote: All approved.**

Respectfully submitted,

Mike Carone, Secretary
Hillsborough Township
Board of Fire Commissioners

MC/jhb
Attachment

**ATTACHMENTS
FOR THE SEPTEMBER 5, 2019
WORK MEETING MINUTES**

1. CAD Abstract Report.