

**BOARD OF FIRE COMMISSIONERS
TOWNSHIP OF HILLSBOROUGH**

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

REGULAR MEETING

OCTOBER 12, 2021

The Board of Fire Commissioners of Hillsborough Township, County of Somerset, New Jersey convened in Regular Session on Tuesday, October 12, 2021 at 8:00 pm. at the Hillsborough Township Municipal Building on South Branch Road. Commissioner Pat Buckley 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 Pat Buckley
Commissioner Mike Carone
Commissioner Jeff Mitchell

Absent: Commissioner John Lazorchak
Commissioner Charlie Nuara

Fire Chiefs present were:

Chief Tommy Lachowski - Station 36 Chief Kit Crisafulli – Station 48
Chief Dan Kazar - Station 38 Chief Fire Marshal Chris Weniger - Fire Safety

Absent: Chief Mike Patton – Station 37

District Officers/Members present were:

Deputy Chief Rich Crater – Station 37
Lieutenant Rob Gildea – Station 37
Deputy Chief Tom Marvits – Station 38
Member Jimmy Marvits – Station 38
Fire Marshal John Yanko – Fire Safety

Public present were:

John Sheridan - OEM

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 Carone, seconded by Commissioner Buckley to approve the Regular Meeting minutes of September 14, 2021. Roll call vote: All approved.

TREASURER'S REPORT

OCTOBER 2021

Checking Account Balance:	\$ 151,583.29
Savings Account Balance:	\$ 1,673,671.69
Fulton Bank Savings Balance:	\$ 509,774.55
LOSAP	\$ 372,135.69
Capital Expense Account Balance:	\$ <u>192,123.25</u>
Total of all Accounts:	\$ 2,899,288.47
Expenditures for October 2021 :	\$ 387,657.58
Amount to be transferred from Regular Savings to Checking:	\$ 385,000.00

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

CORRESPONDENCE

Commissioner Buckley 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*).

MONTHLY FIRE REPORTS

Commissioner Buckley read the monthly fire reports for September 2021.

FIRE REPORTS

	ALARM S	MAN HRS.	YTD ALARMS	YTD MAN HRS.	DRILLS	MAN HRS.	YTD DRILLS	YTD MAN HRS.
#1	30	45.9	271	1,106.2	0	0	14	392.5
#2	168	2,308.5	579	5,654.5	2	49.0	30	1,154.5
#3	15	72.4	181	1,325.2	2	90.0	15	751.6
<u>Neshanic</u>	94	182.3	267	674.0	1	12.0	13	243.0

CHIEF FIRE MARSHAL'S REPORT

Chief Fire Marshal Chris Weniger reported the following:

- Resolution #2021-034 - Authorizing Advertisement for Water Rescue Suits.
(*On file in the Fire Safety Office*)
 - **A motion was made by Commissioner Buckley, seconded by Mitchell to approve Resolution 2021-034 - Authorizing Advertisement for Water Rescue Suits. Roll call vote: All approved.**
 - Bid Documents for Water Rescue Suits. (*On file in the Fire Safety Office*)

- DMV Abstracts:
 - There are a couple members left at Stations 36 and 38.
 - Will send the Chiefs a new list.

- Storm Related Expenditures:
 - o All orders have been placed and some have already been received.

- Target Safety-Need Information:
 - o Sent out a request to the Chiefs.
 - Have not received any responses.
 - Need this information to get this off the ground before the Holidays so it is ready for the beginning of 2022.

- Walk-through at Village Square:
 - o There will be a walk-through at the Village Square on October 21, 2021.
 - Will be run by Fire Marshal Foelsch.
 - o Building will begin to be occupied on November 1, 2021.

- AFG Grant for Radio's:
 - o The grant for radios was denied.
 - o Was told that there is only so much money and many applicants.
 - o Plan is to apply for a grant again.

APPARATUS – EQUIPMENT REPORT

Chief Tommy Lachowski of Fire Company #1 reported the following:

CAR 36:	Mileage – 75,578 Storm inspection is complete. Command box was repaired.
CAR 36-2:	No issues reported.
ENGINE 36:	Storm inspection is complete. No issues reported.
LADDER 36:	Storm inspection is complete. Condensation Drain Pump is on order. Blinker switch was repaired.

TENDER 36: Storm inspection is complete.
Mobile radio was repaired.

BRUSH 36: Storm inspection completed.
Differential fluid was replaced.

BRUSH 36-2: Passenger side mirror was replaced.
New ladder was mounted on tailgate.
Storm inspection is complete.
Differential fluid was replaced.

RANGER 36: No issues reported.

MARINE 36-1: Storm inspection is complete.
No issues reported.

MARINE 36-2: Storm inspection is complete.
No issues reported.

Small Equipment: N/A

Deputy Chief Rich Crater of Fire Company #2 reported the following:

CAR 37: Mileage – 60,293
Truck was inspected after flooding.
Rear brake lights were repaired.

CAR 37-2: No issues reported.

ENGINE 37: Truck was inspected after flooding.

Low fuel light and trans temperature sensor was repaired.
Radiator hose leak was repaired, (again).

ENGINE 37-2: No issues reported.

TENDER 37: Back up alarm is on order.
Truck was inspected after flooding.
300' pre-connect was added.

TOWER
LADDER 37: Truck was inspected after flooding.

BRUSH 37: Truck was inspected after flooding.
Axles were serviced after flooding

RESCUE 37: Truck was inspected after flooding.

REHAB 37: Battery was replaced.

MARINE-37: OOS. Going out for repair.

Small Equipment: 2 SCBA's were repaired.
1 Genlight was repaired.
Boat parts on order.

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

CAR 38: Mileage – 58.445
Truck was inspected after flooding.
Windshield was replaced.

CAR 38-2: No issues reported.

ENGINE 38: Truck was inspected after flooding.
No issues reported.

LADDER 38: Truck was inspected after flooding.
Antifreeze leak was repaired.
Grill light module is on order.

TENDER 38: Truck was inspected after flooding.
No issues reported.

BRUSH 38: Truck was inspected after flooding.
No issues reported.

RESCUE 38: No issues reported.

MARINE 38-1: Was inspected and serviced after flooding.

MARINE 38-2: Was inspected and serviced after flooding.

Small Equipment: N/A

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

CAR 48: Mileage – No report.
No issues reported.

ENGINE 48-4: No issues reported.

ENGINE 48-5: Can only use water, no foam due to failed air compressor.

TENDER 48: No issues reported.

BRUSH 48: No issues reported.

MINI PUMPER 48: No issues reported.

Small Equipment: N/A

R&R COMMITTEE UPDATE

FAP:

- No report.

APPROVAL TO PAY CLAIMS LIST 2021- 10

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
10/12/2021	26472	ALL HANDS FIRE EQUIPMENT	21-590 Invoice 16364	629.75
10/12/2021	26473	ALL HANDS FIRE EQUIPMENT	21-591 Invoice 16388	325.00
10/12/2021	26474	ALLEGRO ENTERPRISES INC	21-592 Invoice I15950 & I15972	22.79
10/12/2021	26475	Allied 100	21-593 Invoice 1980695	1,181.00
10/12/2021	26476	Amazon.com	21-594 order 113-7926202-3287415 & 113-4164726-3024248 & 113-6943065-4173018	457.40
10/12/2021	26477	Amazon.com	21-595	490.34
10/12/2021	26478	Amazon.com	21-596	97.91
10/12/2021	26479	APPROVED FIRE PROTECTION	21-597 IN00060182	101.92
10/12/2021	26480	APPROVED FIRE PROTECTION	21-598	625.18
10/12/2021	26481	AT & T Mobility	21-599 Inv 287289917513X09282021	948.53
10/12/2021	26482	Auto Plus	21-600 Invoice 455036735, 455037098 & 455042799	83.12
10/12/2021	26483	AUTO ZONE INC	21-601 Invoice 3284683360	97.84
10/12/2021	26484	B&L Printing	21-602	46.45
10/12/2021	26485	B&L Printing	21-603 Invoice 30101	58.45
10/12/2021	26486	RICHARD M. BRASLOW ESQ.	21-604 Invoice 22249	2,554.50
10/12/2021	26487	JOANN BULLOCK	21-605	412.50
10/12/2021	26488	CENTRAL JERSEY NURSERIES	21-606 Invoice 120035, 121512, 121592 & 118343	687.24
10/12/2021	26489	CENTRAL JERSEY NURSERIES	21-607 Invoice 121592 & 122790	618.32
10/12/2021	26490	COM CAST	21-608 Account 8499052800258792	169.66
10/12/2021	26491	COM CAST	21-609 Account 8499052800046635	139.61
10/12/2021	26492	COMMUNICATION SPECIALIST, INC	21-610 Invoice 42097	69.00
10/12/2021	26493	COMMUNICATION SPECIALIST, INC	21-611 Invoice 42113 & 42114	414.00
10/12/2021	26494	CONTINENTAL FIRE & SAFETY INC.	21-612 Invoice L4519	291.80
10/12/2021	26495	CONTINENTAL FIRE & SAFETY INC.	21-613 Invoice L4194	510.00
10/12/2021	26496	CONTINENTAL FIRE & SAFETY INC.	21-614 Invoice L4297	170.00
10/12/2021	26497	SOMERSET COUNTY VEHICLE MAINTENANCE	21-614 Invoice L4297	68.11
10/12/2021	26498	DAVES HEAVY TOWING INC	21-616 Invoice 343723	125.00
10/12/2021	26499	ELMERS CATERING SERVICE	21-617	2,625.00
10/12/2021	26500	FIRE & SAFETY SERVICES, LTD.	21-618 Job 35390	9,929.31
10/12/2021	26501	FIRE & SAFETY SERVICES, LTD.	21-619 Invoice I021-06759	814.03
10/12/2021	26502	Firefighter One	21-620 Invoice 10273778	4,816.52

10/12/2021	26503	Firefighter One	21-621 Invoice 10273880, 10273848, 10273856, 10273850, 10273849, 10273855, 10273852	1,829.25
10/12/2021	26504	Firefighter One	21-622 Invoice 10273937, 10273940 & 10273943	1,091.34
10/12/2021	26505	Flagtown Fire Company	21-623	1,695.12
10/12/2021	26506	FLEMINGTON DEPT STORE	21-624 Invoice 77000	18.07
10/12/2021	26507	FLEMINGTON DEPT STORE	21-624 Invoice 77000	18.07
10/12/2021	26508	FLEMINGTON DEPT STORE	21-625 Invoice 77139	82.50
10/12/2021	26509	FLEMINGTON DEPT STORE	21-626 Invoice 77138	321.00
10/12/2021	26510	DAVID FOELSCH	21-627	355.68
10/12/2021	26511	Alex Gillespie	21-628	104.49
10/12/2021	26512	Jesse Glauberg	21-629	80.00
10/12/2021	26513	Grainger	21-630 Invoice 9044849405	134.61
10/12/2021	26514	Grainger	21-631 Invoice 9065168461	142.40
10/12/2021	26515	Harding Brandon	21-632	325.00
10/12/2021	26516	Harding Brandon	21-633	152.42
10/12/2021	26517	HILLSBOROUGH FIRE CO.#2	21-634	5,000.00
10/12/2021	26518	Konica Minolta Premier Finance	21-635 Invoice 73836411	136.87
10/12/2021	26519	Konica Minolta Business Solutions USA Inc	21-636 Invoice 275172942	84.40
10/12/2021	26520	Konica Minolta Business Solutions USA Inc	21-637	115.39
10/12/2021	26521	GREG R. KANE	21-638	15.75
10/12/2021	26522	Lenny's Pizza	21-638	153.70
10/12/2021	26523	L&S Automotive	21-640 Invoice 1003042, 1003051, 1003044, 1003025, 1003029, 1003028, 1003026, 1003035	6,166.67
10/12/2021	26524	MINERVA CLEANERS	21-641 Invoice 474-110	134.45
10/12/2021	26525	NEW JERSEY FIRE EQUIPMENT COMPANY	21-642 Invoice 67025	398.50
10/12/2021	26526	NIC Group, Inc.	21-643 Invoice 12500	1,450.00
10/12/2021	26527	NEW JERSEY FIRE EQUIPMENT COMPANY	21-644 Invoice 2013556	7,149.39
10/12/2021	26528	NEW JERSEY FIRE EQUIPMENT COMPANY	21-645 Invoice 2013640	32.50
10/12/2021	26529	Northwest River Supplies Inc	21-646 Invoice 1153855 & 1154140	591.72
10/12/2021	26530	Northwest River Supplies Inc	21-647 Order 992188 & 1011300	497.87
10/12/2021	26531	NATIONAL FIRE PROTECTION ASSOC	21-648 Invoice 80243614	225.05
10/12/2021	26532	Quality Auto Glass Inc	21-649 Invoice 159546	261.07
10/12/2021	26533	Packet Media LLC	21-650 Invoice 300616588	91.14
10/12/2021	26534	Petner, Lynn	21-651	174.00
10/12/2021	26535	ROCK-N-RESCUE	21-652 Invoice 212618	1,014.33
10/12/2021	26536	SAM ROZYCKI	21-653	1,000.00
10/12/2021	26537	RICHIES TIRE SERVICE	21-654 Invoice B53890	528.00
10/12/2021	26538	SOMERSET COUNTY E.S.T.A.	21-655 Invoice 14607	600.00
10/12/2021	26539	SOMERSET COUNTY E.S.T.A.	21-656 Invoice 14629 & 14633	1,550.00
10/12/2021	26540	Santos, Andrew	21-657	150.00
10/12/2021	26541	JEFF SINGER	21-658	15.75
10/12/2021	26542	Tractor Supply Credit Plan	21-659 Invoice 200387078 & 200390317	94.90
10/12/2021	26543	TOWNSHIP OF HILLSBOROUGH	21-660	279,050.68
10/12/2021	26544	TURNOUT RENTAL	21-661 Invoice 25741	1,895.00
10/12/2021	26545	UPS	21-662 Invoice 74Y02Y371	12.07
10/12/2021	26546	UPS	21-663 Invoice 74Y02Y361 & 74Y02Y371	22.93

10/12/2021	26547	VERIZON	21-664 Acct#550-545-301-0001-60	84.03
10/12/2021	26548	Wex Online	21-665 Invoice 74745704	3,652.59
10/12/2021	26549	W.B.MASON COMPANY, INC.	21-666 Inv 223103013, 223103220, 223036953 & 223806933	149.38
10/12/2021	26550	W.B.MASON COMPANY, INC.	21-667 Inv 223427929, 223512869, 223679770 & 223718737	184.82
10/12/2021	26551	Witmer Public Safety Group, Inc.	21-668 E2096916	141.99
10/12/2021	26552	Witmer Public Safety Group, Inc.	21-669 E2097744	194.71
10/12/2021	26553	Witmer Public Safety Group, Inc.	21-670 E2104127	45.58
10/12/2021	26554	CHRISTOPHER WENIGER	21-671	15.75
10/12/2021	26555	JOHN YANKO	21-672 Invoice 56860	200.00
10/12/2021	26556	Zoro Tools Inc	21-673 Invoice 10013403 10054926	442.82
10/12/2021	26557	10-75 Emergency Lighting	21-674 Inv 9611	37,672.66
10/12/2021	26558	Chexalance LLC	21-675	240.00
10/12/2021	26559	Kavita Krishnan	21-676	90.89
				<u>387,657.58</u>

A motion was made by Commissioner Mitchell, seconded by Commissioner Carone to approve the Claims List 2021-10 Roll call vote: All approved with exception of 26536 Duplicate check.

A motion was made by Commissioner Mitchell, seconded by Commissioner Carone to approve to pay the Claims List 2021-10. Roll call vote: All approved.

APPROVAL TO TRANSFER FUNDS TO PAY CLAIMS LIST 2021-10

A motion was made by Commissioner Mitchell, seconded by Commissioner Carone to approve the transfer of funds in the amount of \$385,000.00 from savings account to checking account. Roll call vote: All approved.

COMMISSIONERS' REPORTS

Commissioner Lazorchak:

- Absent. No Report.

Commissioner Nuara:

- Absent. No Report.

Commissioner Buckley:

- **OEM:**
 - o No report.

- **Bureau of Fire Safety:**
 - o No report.

- **Accidents & Injuries:**
 - o No report.

- **Turnout Gear:**
 - o No report.

- **OSHA:**
 - o No report.

- **District Drills:**
 - o Would like Chiefs to start thinking about topics for next year.

- **Training:**
 - o No report.

- **Other:**
 - o Officers for 2022:
 - Make sure that anyone being nominated as an Officer for 2022, Officer qualifications need to go to the Board.

Commissioner Carone:

- Physicals:
 - o No report.

- Insurance:
 - o No report.

- Fit Testing:
 - o No report.

- GOG's:
 - o No report.

- Other:
 - o Resolution #2021-033 - Establishing the Compensation for Members of the Board of Fire Commissioners *(On file in the Fire Safety Office)*
 - **A motion was made by Commissioner Carone, seconded by Commissioner Mitchell to adopt Resolution 2021-033 - Establishing the Compensation for Members of the Board of Fire Commissioners. Roll call vote: All approved.**

 - o Resolution #2021-035 - Fire District Budget Introduction. *(On file in the Fire Safety Office)*
 - Resolution #2021-035 – Fire District Budget was introduced and the Resolution was read.
 - **A motion was made by Commissioner Buckley , seconded by Commissioner Carone to adopt Resolution 2021-035 - Fire District Budget Introduction. Roll call vote: All approved.**

Commissioner Mitchell:

- Audit:
 - o No report.

- LOSAP:
 - o No report.

- Bills with Vouchers:
 - o No report.

- Budget:
 - o No report.

- Inventory:
 - o No report.

- Other:
 - o Anyone who purchases from Auto Zone and Auto Plus need to get receipts and submit at the end of each month in order to verify the bill.

CHIEF'S REPORTS

Chief Tommy Lachowski- Fire Company #36:

Past Drills:

- None.

Upcoming Drills:

- Standpipe Hose & Equipment Review is scheduled for October 14, 2021 @ Station 36 at 7:00 p.m.
- Hillsborough Village Center Walk-Through is scheduled for October 21, 2021 at 6:30 p.m.
- Extended Attack Line Stretches, Victim S & R Drill is scheduled for October 28, 2021 at 6:30 p.m. @ the Somerville Tower.

- Basic Skills Challenge Drill is scheduled for November 11, 2021 at 7:00 p.m.@ Station 36.
- Basement Fires Drill is scheduled for November 13, 2021 @ HCESTA (Time to be determined).
- Ice/ Water Rescue Equipment and Skills Review is scheduled for December 9, 2021 at 7:00 p.m.@ Station 36.

- Update on Car-36:
 - o Started on vehicle.
 - Had to redesign the command box due to pull out tray size.
 - Tray is now in and working.

- Update on Recue-36:
 - o Waiting to get paperwork back.

- Halloween @ the Norz Farm:
 - o Station 36 will be in attendance on October 28, 2021 from 3:30 p.m. – 5:30 p.m.

- Township Trunk or Treat @ Willow Road Park:
 - o Station 36 will be in attendance on October 30, 2021 from 1:00 p.m. – 2:30 p.m.

- Fill the Boot near the Lowes Complex:
 - o Will be held on November 12, 2021 from 10:00 a.m. - 2:00 p.m.

- Christmas Tree Lighting @ the Municipal Building:
 - o Station 36 will be in attendance and delivering Santa on December 3, 2021 at 7:00 p.m.

- Fill the Tank Donation Drive will be held at Station 36. (Date to be determined.)

Deputy Chief Rich Crater – Fire Company #37

Past Drills:

- Medical Equipment Drill was held on September 7, 2021.
- CEVO Drill was held on September 20, 2021.
- Reviewed Condo Hose Line Deployments Drill was held on October 5, 2021.
- Drill on ladder raises was held on October 7, 2021. One firefighter was injured.

Upcoming Drills:

- Live Burn at the Somerville Tower is scheduled for October 19, 2021 at 7:00 p.m. (All companies are invited to attend.)
- Participating in Recreation Department Trunk or Treat on October 30, 2021 at 1:00 p.m.- 2:30 p.m.
- Blowhard Fan:
 - o Would like to purchase a Blowhard fan. Would purchase from our small Equipment Budget.
 - **A motion was made by Commissioner Buckley, seconded by Commissioner Mitchell to approve the purchase of a Blowhard Fan. Roll call vote: All approved.**

Chief Dan Kazar – Fire Company #38

Past Drills:

- Storm After Action Meeting was held on September 13, 2021.
- Water Rescue Drill was held on September 27, 2021.

Upcoming Drills:

- Phase 5 Drill is scheduled for October 25, 2021.
- Water Rescue Drill at Fox Chase will be scheduled for either November 1 or November 8, 2021.

- Update on Car-38:
 - o Final inspection is complete.
 - o Delivery is expected by end of this weekend.

- Command Vehicle:
 - o Will become the Deputy Chief's vehicle.
 - o Will need minor updating on the lettering. Cost should be less than \$1,000.00.
 - Commissioner Buckley requested to get quotes.

- Rescue Committee:
 - o No report.

Chief Kit Crisafulli – Fire Company #48 - Neshanic

Past Drills:

- Electric Vehicles Drill was held on September 28, 2021.

Upcoming Drills:

- Extrication / AED's Drill is scheduled for October 19, 2021.

OEM:

- John Sheridan asked the Board what the cost was of the proposed Fire District Building?
 - o Chief Fire Marshal Weniger responded that the cost was \$550,000.00.

PUBLIC

- No report.

ADJOURNMENT

There being no further public comment, **a motion was made by Commissioner Buckley, and seconded by Commissioner Carone to adjourn the meeting at 8:38 p.m. Roll call vote: All approved.**

Respectfully submitted,

Mike Carone, Secretary
Hillsborough Township
Board of Fire Commissioners

MC/jhb
Attachments