

A Regular meeting of the Old Bridge Fire District #4 Board of Fire Commissioners was held on Monday, January 9, 2017. President Drew Vagts called the meeting to order at 7:02 p.m. The pledge to the flag and a moment of silence was observed.

Adequate notice of this meeting of the District No. 4 Board of Fire Commissioners of Old Bridge Township has been provided in accordance with the Open Public Meetings Act at least 48 hours prior to the commencement of the meeting by (1) faxing an announcement to the Municipal Clerk giving the time, date, location and agenda of this meeting, and (2) faxing such announcement to the Home News and Star Ledger.

In attendance were Pres. Vagts, Commissioners Kerchner, Donahue, Guarnera, Peel, and seven members of the public and 3 representatives from MSA

Secretary's Report

M/Donahue S/Peel to accept December minutes

Yes- (Vagts, Donahue, Kerchner, Peel, Guarnera) No- ( ) Abstain- ( ) Absent- ( )

5-Yes 0-No 0-Abstain 0-Absent

Treasurers Report

No report

Insurance Report

No report

Equipment Report

Received new helmet for asst chief

Defender repaired 407

FP1 damaged antenna

Chief's Report

Chief McLaughlin gave chiefs report

## Chief's Report

### January 2017

Calls:

Fire Alarms:	1
Motor Vehicle Accidents:	2
Smell of Gas /Gas Leaks:	2
Cancellations:	1

Oven Fires:	1
TOTAL CALL (December 2016)	7
TOTAL MAN HOURS	76HRS

Drills:

TOTAL DRILLS (December 2016)	1
TOTAL DRILL HOURS	27 HRS

Work Details / House Duties:

TOTAL WORK DETAILS / HOUSE DUTIES (December 2016) TOTAL	1
MISC HOURS	26 HRS

Special Assignments:

TOTAL SPECIAL ASSIGNMENTS (December 2016) TOTAL	3
SPECIAL ASSIGNMENT HOURS	53 HRS
TOTAL MONTHLY EVENTS (December 2016) TOTAL	12
MONTHLY HOURS (December 2016)	183HRS

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## Additional Comments / Announcements:

1. Engine 407:
    - a. Compound gauge has been replaced and operating properly.
  
  2. Engine 402:
    - a. Going to Campbell for Punch List Repairs has been postponed until further as per Campbell
  
  3. Drills (December 2016):
    - a. No drills scheduled as of yet. Drills will be set up and announced by the February meeting.
  
  4. House Duties:
    - a. Looking for company feedback on overhauling House Duties.
    - b. Going back to monthly teams responsible for weekly duties for their month.
    - c. Instead of making 24 House Duties for the year, you now would only have to be responsible for 8-12 (not including mandatory house duties.
  
  5. Township Updates:
    - a. Fuel Pumps will be updated at some point in near future. The township will have temporary pumps in place during the time of the update. I am working with OEM to ensure we have cards for the temporary pumps. (We now have the cards from OEM for WAWA). Work is expected to take 3-5 days once started, no word yet on when work will occur. I will notify when it is announced.
    - b. Color-coding for township hydrants has begun and will continue until weather conditions prohibit work then pick back up in the spring. Work at the hydrants will also include greasing, thread inspection and repair, painting and proper hydrant operation. This project will require touching all hydrants and will take some time to complete. OBMUA is in the process of also purchasing programing to capture GPS locate for
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each and every hydrant and plans are underway to identify water main size street shut offs, GPM flow rates, and mapping of all data.

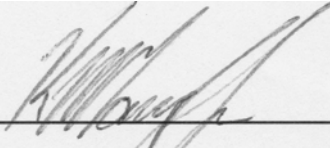
6. Training:

- a. Spring 2017 Middlesex Fire Academy Class list has been posted on board in hallway. If interested in attending any classes, please notify a Line Officer.

7. Apparatus:

- a. We are going to begin rotating which Engine is First due to calls on a Monthly basis, in order to ensure both Engines are being used equally to avoid overworking/underworking them.
- b. Only exceptions of this are that 402 will ALWAYS be first due to MVA/Extrications. And 407 is Second due to Brush Fires (414 First due).
- c. These will be listed in the Apparatus response procedure lists, which will be posted shortly.

Respectfully Submitted:



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Kenneth T. McLaughlin Jr.

Madison Park Volunteer Fire Company, Inc.

01-09-2017      Monthly Report - January 2017

- 12-20-2016 - Meeting with Britt Schulmeister - Division of Fire Safety in regards to transfer of the Fire Official position - and start of Bureau of Fire Prevention audit.
- 12-29-2016 - Received a call from Bureau of Fire Prevention Dist#3 in regards to a realtor was unable to schedule a smoke detector inspection. The Realtor states that she made several attempts over several days and at no time was anybody ever in the office while I was out on bereavement leave. She then contacted Fire Dist # 3 to see if they schedule her inspection. Realtor was contacted and appointment was scheduled upon my return.
- 12-30-2016 - Received a request from Old Bridge Police to deleting voice messages in our mailbox because contractor working on a system was unable to leave message.
- 01-04-2017 - Meeting with Vince Lombardi - Division of Fire Safety in regards to rims training and end of year report.
- 01-05-2017 - 2017 - Registration and Permit mailings were completed and send out.
- 01-06-2017 - Plan review / approval for Bubba's 33 for Fire hydrants.
- 01-06-2017 - Fire officials from Old Bridge Fire Dist# 3 and Sayreville boro have offered to provide back up assistance to the Fire dist#4 should I need it.
- 01-09-2017 - Meeting with Britt Schulmeister - Division of Fire Safety in regards site inspections.
- 01-09-2017 - Incident report re: snow removal damage to FP 1

Supplies Needed

- {2} 4 drawer filing cabinets
- (1) paper shredder
- red hanging file folders
- green hanging file folders
- heavy duty stapler

## Training & Certifications

- NJ IAAI CONFERENCE - New Jersey Chapter International Assoc. of Arson Investigators 2017 Annual training conference & annual general meeting. March 8-10, 2017  
Harrah's hotel & casino Atlantic City, NJ - See Attached Flyer March registration is open
- NJ IAAI AND MCFPPA - Renewals required.

## Audit information requested

- 2015 files for complaints, fire investigations, logs, etc
- Wal-Mart black Friday events - need disbursements for last 5 years and 1099 for all issued.
- Copy of ordinances establishing the fire prevention bureau
- Copies of budget:
- Copy of ordinance for non-life hazard use inspections and fee schedule
- Copy of ordinance covering fire prevention salaries.
- Key for Frank's office to obtain files, plan review, and answering machine etc.

## Contract

- Annual money paid out per contract - uniform allowance and cell phone
- Status of contract

To: Fire Commissioner  
Vagts

From: FF / Acting Fire

Marshal Michael Nelson

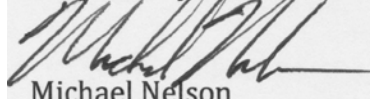
Date: January 09, 2017

Subject: Damage to FPI

Dear Drew,

This letter is in regards to the inform you while removing snow from the roof of FPI this morning I accidentally damaged the roof antenna. Any questions or comments please let me know. Thanks !

Respectfully submitted,



Michael Nelson  
Firefighter /  
Acting Fire  
Marshal

Correspondence

None

Old Business

Accountant needs any contracts and mutual aid agreements  
Ordering workmans comp poster  
President of the HOA gave 4 planes to look for grants  
Looking into moving and reorganizing website  
FF Nelson having troubles with printer

New Business

Looking into finance scba purchase  
Fire company needs to put together quote for MSA

Public Portion

None

Closed Session

M/Peel S/Donahue to enter closed session.

Yes- (Vagts, Donahue, Kerchner, Peel) No- ( ) Abstain- ( ) Absent- (Guarnera)

4-Yes 0-No 0-Abstain 1-Absent

Discussed internet usage

Discussed Career personal matters

M/Donahue S/Peel to Conclude closed session.

Yes- (Vagts, Donahue, Kerchner, Peel) No- ( ) Abstain- ( ) Absent- (Guarnera)

4-Yes 0-No 0-Abstain 1-Absent

M/Donahue S/Peel to Conclude meeting.

Yes- (Vagts, Peel, Donahue, Kerchner) No- ( ) Abstain- (Guarnera) Absent-

4-Yes 0-No 0-Abstain 1-Absent

Adjourned at 21:45

NEXT MEETING TO BE HELD ON Monday, February 13, 2017 AT 7:00 PM

Respectfully submitted,  
David Kerchner  
Secretary/Clerk