

A Regular meeting of the Old Bridge Fire District #4 Board of Fire Commissioners was held on Monday, February 13, 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 one member of the public

### Secretary's Report

Tabled till next month

### Treasurers Report

Regular Checking – \$62,336.68  
Fire Prevention – \$15,499.46  
FP Penalty – \$10,412.71  
Reserves – \$210,864.27  
Total Cash on Hand \$298,913.12

M/Donahue S/Guarnera to approve the Treasurers Report and pay the bills  
Yes- (Vagts, Donahue, Kerchner, Peel, Guarnera) No- ( ) Abstain- ( ) Absent- ( )  
5-Yes 0-No 0-Abstain 0-Absent

### Insurance Report

Bills corrected for insurance  
Certificate of insurance went to academy and bank

### Equipment Report

Will discuss during new business

### Chief's Report

Chief McLaughlin gave the chief report as attached.

Chief's Report

February 2017

Calls:

Fire Alarms: 3

Mutual Aid: 2

Smell of Gas / Gas Leaks:	2
CO Alarms:	2
Motor Vehicle Accidents:	1
TOTAL CALL (January 2017)	10
TOTAL MAN HOURS	60 HRS

Drills:

TOTAL DRILLS (January 2017)	0
TOTAL DRILL HOURS	0 HRS

Work Details / House Duties:

TOTAL WORK DETAILS / HOUSE DUTIES (January 2017) TOTAL	2
MISCHOURS	41 HRS

Special Assignments:

TOTAL SPECIAL ASSIGNMENTS (November 2016) TOTAL	1
SPECIAL ASSIGNMENT HOURS	3 HRS

TOTAL MONTHLY EVENTS (January 2017) TOTAL	13
MONTHLY HOURS (January 2017)	104 HRS

## **Additional Comments / Announcements:**

1. Engine 407:
    - a. TIC from 402 has been transferred onto 407
    - b. Gas meter has to be sent out for repairs. 420 gas meter has been placed on 407.
    - c. Due for service
  
  2. Engine 402:
    - a. OVERDUE FOR SERVICE: Will expect Campbell to take care of it when truck goes for punch list repairs.
    - b. Will be going to Campbell for Punch List Repairs – Still awaiting Campbell to schedule this.
    - c. New TIC has been installed.
  
  3. Drills/ Training:
    - a. New Online Training system will hopefully be getting started soon. Pending approval by the commissioners to purchase.
    - b. As of right now, if the new system is not up and running by then, the annual Bloodborne/Right to Know class will be held here on February 16th at 7pm.
  
  4. House Duties:
    - a. February 8th and February 22nd. February 9th is mandatory to prepare for the installation dinner.
  
  5. Work Excuse Forms:
    - a. Effective this month, Work excuse forms MUST be submitted a week prior to the next company meeting. Ex: February's work excuse MUST be in by the 27th. If you do not have your excuse in to me by then, it will not be entered.
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6. Township Updates:

- a. New fuel pumps are up and running. We are no longer utilizing the Card system. We are now using a new Key fob system. Fobs and instructions to use them are in the fuel binders of each truck.
- b. Pharmacology Program Updates: Town needs us to update our emergency prophylaxis lists. These are so department members and household members can be issued medication in the event of a biological terrorist attack. I need everyone to fill this out and also the other form with name and initials at the end of the meeting so that I can return them to OEM.

7. New Air Packs:

- a. Committee sat down on Sunday and discussed the new air packs and the design we are going with.
- b. Formal quote is being handed out to Board for their review and approval.

8. lamResponding:

- a. Members must utilize lamResponding when enroute to a call. This is to let members who arrive at the station to see who is responding and ensure that a crew will be able to roll the Engine.
- b. We have been informed that if we do not start using it as we should, it will be removed altogether.

9. Lightweight booster line for 407

- a. Field service kits for

booster line

10 Forestry Line for 402

11. Natural Gas meter

- a. Commissioner Guarnera has request list with prices on them for above items.

Respectfully Submitted:



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Chief Ken McLaughlin  
Madison Park Volunteer Fire  
Company, Inc.

Bureau of Fire Prevention Report

Fire marshal (acting) Nelson submitted report as attached

**02-13-2017**

**Monthly Report - February 2017**

Bureau of Fire Prevention

- 2017 YTD - ( 4 ) Smoke/ Co Inspections & ( 1 ) re-inspection conducted ( 2 ) Fire calls responded ( 12 ) Inspections conducted ( 4 ) Re-inspections conducted ( 2 ) Admin Meeting Attended
- 2017 - Registration and Permit mailings - payments have been coming in and deposits have been made - see attached deposit slips
- 02-09-2017 - Meeting with Britt Schulmeister - Division of Fire Safety in regards end of year report
- 01-30-2017 - Extension requested with Division of Fire Safety Re: end of year report
- 02-02-2017 - Extension Division of Fire Safety denied end of year report - see attached
- 02-10-2017 - End of year report Filed

### Supplies Needed

- filing cabinets
- (1) paper shredder
- red hanging file folders
- green hanging file folders

### 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
- National fire sprinkler assoc. - Offering free training - see attached flyer
- NJIAAI AND MCFPPA - Renewals required.
- Renewal for Fire Official Certification - See

### Attached Voucher Pending

- Key for Frank's office to obtain files, plan review, and answering machine etc.

### Contract

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

### PURCHASES

- 2 Cases of Smoke detector check and Co detector check - See invoice / voucher

### Correspondence

None

### Old Business

Discussed altering election dates

2 Quotes of explosive gas meter  
Revised quote for MSA packs  
Resolution 17-3 to give Madison Park first aid squad old printers  
1<sup>st</sup> Donahue 2<sup>nd</sup> Peel  
5 yes  
0 no

New Business

Discussed a new online training program tabled till next month

Public Portion

None

Closed Session

M/Donahue S/Peel to enter closed session.

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

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

Discussed Career personal matters

Discussed fire prevention

M/Donahue S/Peel to Conclude closed session.

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

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

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

M/Donahue S/Peel to Conclude meeting.

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

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

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

Adjourned at 21:06

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

Respectfully submitted,  
David Kerchner  
Secretary/Clerk