

Madison Park Board of Fire Commissioners

District 4, Old Bridge, New Jersey

May 2020

A Regularly scheduled videoconference meeting of the Old Bridge Fire District #4 Board of Fire Commissioners was held on Monday, May 11, 2020. Board President, Drew Vagts, called the meeting to order at 7:00PM.

Adequate notice of this meeting of the Old Bridge Fire District #4 Board of Fire Commissioners has been provided in accordance with the Open Public Meeting Act at least 48 hours prior to the commencement of the meeting by (1) faxing an announcement to the Old Bridge Municipal Clerk, giving the time, date, location and agenda of this meeting, and (2) faxing such announcement to the Home News and Star Ledger newspapers.

In attendance, via videoconference, were President Drew Vagts, Commissioners Michael Donahue, Anthony Guarnera, Patricia Guarnera and Ann Peel, Board Attorney Richard Braslow and 4 members of the public.

Secretary's Report

March minutes

Motion to accept minutes made by- Commissioner Donahue

Seconded by- Commissioner Peel

Votes: Yes 5 (Donahue, A. Guarnera, P. Guarnera, Peel, Vagts)

Treasurers Report- Commissioner Peel

Commissioner Peel presented monthly report and bills to be paid.

Total Cash on Hand- not available at this time

Regular Checking-

Reserves-

Total Cash on Hand-

Motion to accept Treasurers report and pay monthly bills for April made by- Commissioner P. Guarnera

Seconded by- Commissioner Donahue

Votes- Yes 4 (Donahua, A. Guarnera, P. Guarnera, Vagts) Abstain- 1 (Peel)

Motion to accept the paying of monthly bills for March made by- Commissioner Donahue

Seconded by- Commissioner A. Guarnera

Insurance Report- Commissioner Donahue

Nothing to report.

Equipment Report- Commissioner Guarnera

Chiefs vehicle at Quality Chevrolet for repairs. Estimated bill \$1,951.00

Motion to pay bill for Chiefs vehicle repairs made by- Commissioner Donahue

Seconded by- Commissioner P. Guarnera

Chiefs Report- Chief Keith Scheetz

See attached.

Bureau of Fire Prevention Report- Tom Hart

See attached.

Motion to accept reports as presented made by- Commissioner A. Guarnera

Seconded by- Commissioner Donahue

Correspondence Report- Commissioner P. Guarnera

Letter received from New Jersey Volunteer Chiefs Association. Dues are due to association

Olivia Seals is on medical leave of absence.

Old Business

Commissioner Vagts asked about pagers at MD Radio. Chief Scheetz reported that they have not heard from company.

New Business

Rich Braslow reported that since the meeting was advertised prior, that is enough notice. He will send a virtual meeting notice to commissioners for future videoconference meetings.

Rich Braslow discussed the bill that the NJ Assembly wanted to adopt regarding late payments from municipalities to fire districts, school boards, etc. NJ Senate reintroduced bill and will probably pass. Municipalities can request the Director of DCA to allow late payments to fire districts. DCA will look at fiscal health of each entity before allowing late payments. Companion bill will allow agencies to borrow money.

Public Portion

None

Closed Session

None

Motion to adjourn meeting made by- Commissioner Donahue

Seconded by- Commissioner Peel

Votes- Yes 5 (Donahue, A. Guarnera, P. Guarnera, Peel, Vagts)

Adjourned at 7:20PM

NEXT MEETING TO BE HELD ON MONDAY, June 8, 2020 at 7PM

Respectfully Submitted,

Eileen Marcinczyk
Recording Secretary

2:48 PM

Board of Fire Commissioners Twp of Old Bridge Fire Dist #4

04/13/20

Treasurer Report

Accrual Basis

As of April 13, 2020

Type	Date	Num	Name	Amount
1010 - Amboy National Bank 822				
Bill Pmt -Check	04/13/2020	14220	Barry's Automotive	-471.90
Bill Pmt -Check	04/13/2020	14221	Bridge Auto Supply	-147.83
Bill Pmt -Check	04/13/2020	14222	Division of Fire Safety	-30.00
Bill Pmt -Check	04/13/2020	14223	First Battalion FF Equipment LLC	-4,898.83
Bill Pmt -Check	04/13/2020	14224	Independent Overhead Door	-286.00
Bill Pmt -Check	04/13/2020	14225	Infinitely Virtual	-1,822.93
Bill Pmt -Check	04/13/2020	14226	JCP & L	-4.47
Bill Pmt -Check	04/13/2020	14227	Madison Park Vol. Fire Co.	-116.78
Bill Pmt -Check	04/13/2020	14228	Middlesex County Fire Academy	-294.00
Bill Pmt -Check	04/13/2020	14229	Old Bridge Township	-247.33
Bill Pmt -Check	04/13/2020	14230	Optimum	-285.23
Bill Pmt -Check	04/13/2020	14231	Penguin Management, Inc.	-720.00
Bill Pmt -Check	04/13/2020	14232	PSE&G	-874.32
Bill Pmt -Check	04/13/2020	14233	Richard Braslow Esq	-214.50
Bill Pmt -Check	04/13/2020	14234	Seacoast Accounting, LLC	-1,850.00
Bill Pmt -Check	04/13/2020	14235	Silent Companion	-510.00
Bill Pmt -Check	04/13/2020	14236	Verizon	-251.06
Bill Pmt -Check	04/13/2020	14238	VFIS	-6,357.00
Bill Pmt -Check	04/13/2020	14239	WEJConsulting, LLC	-7,200.00
Bill Pmt -Check	04/13/2020	14240	Witmer Public Safety	-125.00
Bill Pmt -Check	04/13/2020	14243	Madison Park Vol. Fire Co.	-3,750.00
Bill Pmt -Check	04/13/2020	14242	Verizon Wireless	-406.12
Bill Pmt -Check	04/13/2020	14244	Witmer Public Safety	-35.00
Total 1010 - Amboy National Bank 822				-30,898.30
TOTAL				-30,898.30

Board of Fire Commissioners Twp of Old Bridge Fire Dist #4

Profit & Loss Budget vs. Actual

January 1 through April 13, 2020

	Jan 1 - Apr 13, 20	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Due from Township SFSA	0.00	1,323.00	-1,323.00
4040 · Amount Raised by Taxation	147,755.75	604,094.00	-456,338.25
4050 · Interest	173.18	600.00	-426.82
4060 · Miscellaneous Income	908.82	0.00	908.82
Total Income	148,837.75	606,017.00	-457,179.25
Gross Profit	148,837.75	606,017.00	-457,179.25
Expense			
ADMINISTRATIVE/OFFICE			
6013 · Commissioners office	375.00	0.00	375.00
6015 · Election expense	274.18	0.00	274.18
6017 · Office Supplies	1,301.87	0.00	1,301.87
ADMINISTRATIVE/OFFICE - Other	0.00	12,000.00	-12,000.00
Total ADMINISTRATIVE/OFFICE	1,951.05	12,000.00	-10,048.95
CHIEF'S FUND/TRAINING			
6020 · Training	714.00	11,500.00	-10,786.00
6021 · Medical Physicals	120.00	0.00	120.00
6022 · Misc FF Expenses	150.00	0.00	150.00
Total CHIEF'S FUND/TRAINING	984.00	11,500.00	-10,516.00
FRINGE BENEFITS			
6070 · Benefits-Health	2,661.87	20,000.00	-17,338.13
6075 · Payroll taxes	0.00	2,115.00	-2,115.00
Total FRINGE BENEFITS	2,661.87	22,115.00	-19,453.13
MAINTENANCE & REPAIR			
6091 · Bldg. & Maint	810.00	0.00	810.00
6092 · Call Notification	4,277.00	0.00	4,277.00
6093 · Equipment Maintenance	3,024.08	0.00	3,024.08
6095 · Vehicle Maintenance			
TRUCK NO.	768.62	0.00	768.62
400 · Unit #400	556.85	0.00	556.85
Total 6095 · Vehicle Maintenance	1,325.47	0.00	1,325.47
MAINTENANCE & REPAIR - Other	0.00	50,000.00	-50,000.00
Total MAINTENANCE & REPAIR	9,436.55	50,000.00	-40,563.45
SUPPLIES			
6121 · EMS Supplies	0.00	4,000.00	-4,000.00
6122 · Fuel	621.55	0.00	621.55
Total SUPPLIES	621.55	4,000.00	-3,378.45
6035 · COMMISSIONERS STIPEND	0.00	23,500.00	-23,500.00
6040 · EQUIPMENT			
Cell Phones	-50.00	0.00	-50.00
6041 · Gear	3,530.35	0.00	3,530.35
6040 · EQUIPMENT - Other	15,339.92	70,000.00	-54,660.08
Total 6040 · EQUIPMENT	18,820.27	70,000.00	-51,179.73
6062 · Fire Protection Services	30.00	30,000.00	-29,970.00
6080 · INSURANCE			
6081 · Workers comp.	5,269.00	0.00	5,269.00
6080 · INSURANCE - Other	17,635.35	60,000.00	-42,364.65
Total 6080 · INSURANCE	22,904.35	60,000.00	-37,095.65
6100 · PROFESSIONAL SERVICES			
6101 · Legal expenses	1,713.00	0.00	1,713.00
6103 · Accounting	3,750.00	0.00	3,750.00
6100 · PROFESSIONAL SERVICES - Other	0.00	30,000.00	-30,000.00
Total 6100 · PROFESSIONAL SERVICES	5,463.00	30,000.00	-24,537.00
6110 · SPACE RENTAL	15,000.00	45,000.00	-30,000.00
6130 · Utilities			
6131 · Optimum	999.32	0.00	999.32

3:15 PM

Board of Fire Commissioners Twp of Old Bridge Fire Dist #4

04/13/20

Profit & Loss Budget vs. Actual

Accrual Basis

January 1 through April 13, 2020

	Jan 1 - Apr 13, 20	Budget	\$ Over Budget
6132 · JCP&L	227.38	0.00	227.38
6133 · PSE&G	1,820.04	0.00	1,820.04
6134 · Telephone	1,354.86	0.00	1,354.86
6135 · Solar Lease Program	390.49	0.00	390.49
6130 · Utilities - Other	0.00	26,000.00	-26,000.00
Total 6130 · Utilities	4,792.09	26,000.00	-21,207.91
Total Expense	82,664.73	384,115.00	-301,450.27
Net Ordinary Income	66,173.02	221,902.00	-155,728.98
Other Income/Expense			
Other Expense			
Capital	0.00	75,000.00	-75,000.00
Res for future capital outlay	0.00	20,000.00	-20,000.00
6082 · LOSAP	11,000.00	20,000.00	-9,000.00
6160 · TRUCK LEASE	70,505.82	106,902.00	-36,396.18
Total Other Expense	81,505.82	221,902.00	-140,396.18
Net Other Income	-81,505.82	-221,902.00	140,396.18
Net Income	-15,332.80	0.00	-15,332.80

Chief's Report APRIL 2020

Calls:

Fire Alarm:	2
Gas:	1
Mutual Aid:	1
Service call:	1
TOTAL CALLS:	5
TOTAL HOURS IN SERVICE :	4.6Hrs.

Drills:

TOTAL DRILLS :	0
TOTAL MAN HOURS:	0 Hrs.

Work Details / House Duties:

TOTAL :	
TOTAL MAN HOURS :	0Hrs.

Special Assignments:

TOTAL S.A.:	
TOTAL S.A. HOURS :	0Hrs.

TOTAL EVENTS :	5
TOTAL MAN HOURS:	66.3Hrs.

CHIEF'S REPORT

1. Fire Academy remains closed still since march 2020
2. Washer and drier arrived and will be installed when allowed
3. Firematic has been kept to a minimal, training has been on hold till further notice
4. Fire extinguishers have been serviced all passed and been filled
5. 2 members are L.O.A
6. 1 member on medical
7. OSHA website is down unable to complete OSHA 300 report
8. Every member was given a mask to wear will responding and on calls.
9. Still awaiting 1/3 of emergency order for COVID-19 supplies

Chief
Keith Scheetz
M.P.V.F.C

Bureau of Fire Prevention

Fire District 4

913 Englishtown Road, Old Bridge, New Jersey 08857

Telephone: (732) 723-1124

Fax: (732) 723-9658

FIRE DISTRICT 4

FIRE MARSHAL'S REPORT – APRIL, 2020

QUARTERLY INSPECTIONS

ANNUAL INSPECTIONS

ALL INSPECTIOS STOPPED DUE TO THE STATE OF EMERGENCY

RE-INSPECTIONS

ALL REINSPECTIOS STOPPED DUE TO THE STATE OF EMERGENCY

RESALE AND APARTMENTS

3034 Cheesequake Rd.
176 Princeton Rd.
15 Purdue Rd.

PERMITS

Issued permit to Advanced Auto Parts for flammables, combustibles & cryogenic

KNOX BOX

PROPERTY REGISTRATION APPLICATIONS DELIVERED

MISCELLANEOUS

04/07/2020 – 17 Dartmouth Rd.

EDUCATION

CALL OUT SERVICE REQUESTS

04/01/2020 – 537 was called out to F/A at Texas Roadhouse

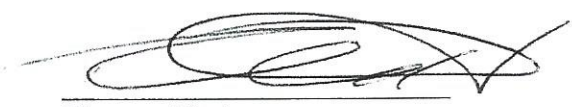
NEW BUSINESSES

FIRE WATCH

COMPLAINTS

INSPECTION TOTALS

Quarterly Inspections	0
Annual Inspections	0
Re-Inspections	0
Resale & Apartment Inspections	3
Permits	1
Knox Box	0
Property Registrations	0
Education	0
Call Out Services	1
Complaints	0
New Businesses	0
Fire Watch	0
Miscellaneous	<u>1</u>
TOTAL	6



Thomas Hart,
Fire Marshal
Fire District 3 & 4
Township of Old Bridge