

Madison Park Board of Fire Commissioners

District 4, Old Bridge, New Jersey

October 9, 2023

A Regular meeting of the Old Bridge Fire District #4 Board of Fire Commissioners was held on Monday, October 9, 2023. Board President, Drew Vagts, called the meeting to order at 7:00PM. The pledge of allegiance and a moment of silence were observed.

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 were Commissioners, Anthony Guarnera, Patricia Guarnera, Ann Peel, Michael Donahue and 2 member of the public.

Secretary's Report

September minutes

Motion to accept minutes made by- Commissioner Donahue

Seconded by- Peel

Votes: Yes (A. Guarnera, P. Guarnera, Vagts)

Treasurers Report- Commissioner Peel

See Attached

Commissioner Peel presented monthly report and bills to be paid.

Total Cash on Hand

Regular Checking- \$1,127,538.59

Reserves- \$123,334.97

Total Cash on Hand- \$1,250,873.56

Motion to accept Treasurer's report and pay monthly bills made by- Commissioner Donahue

Seconded by- Commissioner P. Guarnera

Votes- Yes- Peel, A. Guarnera, Vagts

Clothing allowance check was not in the bills, was cut but not sent. Stand by check was not received. Will be written and given to chief. Received a bill for star ledger. Addressed to district one, are trying to find out if it is ours or not.

Upcoming maintenance email sent to be on the watch for invoices.

Received a bill for a phone line from phone company. Has to do with a refund for company. Ann will look into.

Insurance Report- Commissioner Donahue

Audit dispute and issue has been resolved. There were several errors. There was a processing error which did result in the refund issued. However, the audit was done incorrectly. It was only stated we had 5 members – the board. The fire company was not accounted for. This has been corrected. The audit is now to be done online. Not a called/virtual audit as was done before. The board did not complete this audit so it was done incorrectly. This has now been fixed. Board is now aware that they need to watch for insurance documents and all of them will be brought to meeting to deal with. All insurance documents will go to Mike and he will address how they need to be. Go to Ann for payment, or do an Audit.

Solar was back, leak that was fixed is still leaking. Need to go up take it off, take off shingles and fix. Will find out when they can come back and fix.

Still waiting on Boy scouts hold harmless and insurance COI.

Access Compliance for Physicals - \$135 per person. More than 15 people they will come here to do this.

Drivers policy all drivers must be 21 and we have in place training for new drivers.

Contacted about forest fire trucks. A lot of the attached equipment does not work with the truck. UTV will not be used for firefighting purpose. Only for clean-up and work around the scene.

Equipment Report- Commissioner A. Guarnera

PMs for 407 and 408. Will be scheduled. DMO will be scheduled

Gear came in and the name plates are wrong and need to be taken off redone. No cost to us – they need to fix.

Door prop came in – need the wood

Wood will match stucco we already have.

Need quotes for pack seats.

Need packs – have quotes.

We have quotes for first aid kits and vests. Can get small ones for chief trucks and for radio room. Want bags for trucks, fix bags already in there. \$307.89

We will discuss ballads with the company for them to cover the cost.

Chiefs Report- Chief Mike Greaves

Report given by Chief Mike Greaves- see attached

Bureau of Fire Prevention Report- Matt Bond

None

Correspondence Report- Commissioner P. Guarnera

None

Old Business

The computers are done. We have all commissioner items on a shared drive. Looking for a quote for a service agreement. Still waiting on people to go on there emails. We need to go through upcurve to get credentials to log back on. Fred is working on if he can do this. Once everyone is set up we will show those who are not on it how to use it.

New Business

Budget conversation for 2024.

Preliminary conversation discussed Lower administrative costs to \$12,000, Raise Chief Fund/Training to \$20,000. Fringe benefits will increase from \$29,000 to \$35,000. But also asking why this is so high. Maintenance and repair will stay at \$50,000. Supplies will stay at \$5,000. Equipment will stay at \$125,000. Lower professional services to \$30,000 as we were under budget this year and less will be required for 2024. Space rental increased as rent will be going up this year per contract.

Motion Made for - Resolution 22-14 – Establishing the Compensation for the Members of the Board of Fire Commissioners. \$6,000 for 2024 by – Commissioner Donahue

Second by – Commissioner Vagts

Votes – Commissioners - P. Guarnera, A. Guarnera, Vagts

Proposal for Fire Agreement change. Has always been \$9,600, we had budgeted this but never had the correct agreement for it.

Township radios – all four districts wants to file for a grant for radios for town. All four districts need to approve this and pay an application fee for this. \$2,900 for application fee. We would have a 10% cost share if we get the grant. Contingency fee they will keep submitting for \$1,000. Would be trucks per person – and chief vehicles. Capped at \$1M. Cost share of 10% if awarded. Concerns are - is our cost going to be in are related to what we are going to get. Are better radios with other channels we currently cannot use. If all districts do this, we will do but not if all do not. Will not if all are not doing it.

Motion to apply for Radio Grant made by Commissioner Donahue

Seconded –Commissioner Peel

All in favor – Commissioners - Vagts, P. Guarnera, A. Guarnera

Services over \$17,500 need to make sure they are posted to the website. Who's responsible for this so we can stay compliant. Will discuss with Cheryl at next meeting.

Public Portion

None

Closed Session

None

Motion to adjourn meeting made by- Commissioner Donahue

Seconded by- Commissioner Peel

Votes- Yes 1 (P. Guarnera, A. Guarnera, Vagts)

Adjourned at 9:11 PM

NEXT MEETING TO BE HELD ON Monday, November 11, 2023

Respectfully Submitted,

Patricia Guarnera

Patricia Guarnera

12:27 PM

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

10/06/23

Cash Balance Report

Accrual Basis

As of October 9, 2023

	Oct 9, 23	
	Debit	Credit
1010 - Amboy National Bank 822	1,127,538.59	
1020 - Amboy Reserve Fund-283	123,334.97	
TOTAL	1,250,873.56	0.00

MADISON PARK VOLUNTEER FIRE COMPANY

CHIEF'S REPORT

Oct-23

Fires			
Brush Fire (Open Burning)	0	Car Fire	0

Dumpster Fire (Garbage Can)	0	Eletrical Fire	0
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(Wires Arching/Down-Transformer)

Structure Fire (Dryer,Kitchen)	0
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Alarms			
CO Alarm	0	Fire Alarm (Waterflow/False Alarm)	2

General Alarm	0	Mutual Aid (Stand by-Fast team)	1
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Notification Only	2	MVA (Extracation)	1
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(Transco, Tones In Error)

Weather Related	0
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OTHERS			
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All Other	5
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(Smell of burning/gas, Smoke Condition, Unattending cooking, Gas Leak, Spill, LZ Flood, Fluid Leaking, Spill-Oil/Gas)

TOTAL ALARMS	11
TOTAL DRILLS	0
TOTAL WORK DETAIL'S	1
TOTAL MISC EVENTS	4
TOTAL MEETING	1

TOTAL ALARM HOURS	165:30:00
TOTAL DRILLS HOURS	0:00:00
TOTAL DETAIL HOURS	24:00:00
TOTAL MISC HOURS	92:00:00
TOTAL MEETING HOURS	18:00:00

TOTAL MONTLY EVENTS	17
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TOTAL MONTHLY HOURS	299:30:00
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REMARKS
