

**Madison Park Board of Fire Commissioners**

**District 4, Old Bridge, New Jersey**

**March 11, 2024**

A Regular meeting of the Old Bridge Fire District #4 Board of Fire Commissioners was held on Monday, March 11, 2024. Board President, Drew Vagts, called the meeting to order at 7:02PM. 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, Mike Donahue, and 5 members of the public.

**Secretary's Report**

February minutes

Motion to accept minutes made by- Commissioner Donahue

Seconded by- A. Guarnera

Votes: Yes (P. Guarnera, Vagts)

Absent - Peel

**Treasurers Report- Commissioner Peel**

See Attached

Commissioner Donahue presented the monthly report and bills to be paid.

Total Cash on Hand

Regular Checking-           \$1,188,550.60

Reserves-                   \$124,488.18

Total Cash on Hand-       \$1,313,038.78

Motion to accept Treasurer's report and pay monthly bills made by- Commissioner P. Guarnera

Seconded by- Commissioner A. Guarnera

Votes- Yes- Vagts, Donahue

Absent - Peel

**Insurance Report- Commissioner Donahue**

Following up on Paperwork for injury claim

All people who rent the hall we have asked for updated insurance certificates.

**Equipment Report- Commissioner A. Guarnera**

Pack seats are done except for 2- backordered parts

Gas meters are done

Needed items- spare small masks and gloves - \$3,195.73. Needed gloves for compliance. Boots we ordered are being shipped.

**Chiefs Report- Chief Mike Greaves**

Report given by Chief Mike Greaves- see attached

**Bureau of Fire Prevention Report- Tom Hart**

None

### **Correspondence Report- Commissioner P. Guarnera**

Went over notices about the state shutting down firehouses due to non compliance of certs and paperwork. We are compliant, we have sat down with state to send items. We have revamped our junior program to comply. And all members have the certs they need. Files are up to date. Have been keeping up with regulations to make sure we stay on top of it. NJ.gov will allow you to see you certs and can print off there if needed. We are making sure we are grandfathered in for certs and taking classes as needed if there are items newly required.

We need to make sure that all commissioners when they run fill out the correct paperwork with state elections. It is a form to state election contributions. An A-1 form. All candidates running need to register. Complete A-1 and send it to state.

### **Old Business**

None

### **New Business**

Commissioner reorganization for 2024 - all positions will be staying the same.  
Drew Vagts - President, Michael Donahue - Insurance/VP, Ann Peel - Treasurer,  
Anthony Guarnera - Equipment, Patricia Guarnera - Secretary.

Motion made to accept the commissioner structure for 2024 by Commissioner Donahue

Second - A. Guarnera

Yes: (Vagts, P. Guarnera)

Absent - Peel

Resolution 23-04 – Authorization Regular Meetings

Motion by: Donahue

Second – A. Guarnera

YES: (Vagts, P. Guarnera)

Absent - Peel

Resolution 23-05 – Designation of Official Newspapers

Motion by: Donahue

Second – A. Guarnera

YES: (Vagts, P. Guarnera)

Absent - Peel

Resolution 23-06 – Authorization Approval and Payments of Claims

Motion by: Donahue

Second – A. Guarnera

YES: (Vagts, P. Guarnera)

Absent - Peel

Resolution 23-07 – Adoption of Cash Management Plan

Motion by: Donahue

Second – A. Guarnera

YES: (Vagts, P. Guarnera)

Absent - Peel

Resolution 23-08 – Designation of Surety Bonding for COMmissioners

Motion by: Donahue

Second – A. Guarnera

YES: (Vagts, P. Guarnera)

Absent - Peel

Resolution 23-09 – Authorizing Reappointment of Qualified Purchasing Agent

Motion by: Donahue

Second – A. Guarnera

YES: (Vagts, P. Guarnera)

Absent - Peel

Resolution 23-10 – Authorizing Reappointment of Qualified Purchasing Agent

Motion by: Donahue

Second – A. Guarnera

YES: (Vagts, P. Guarnera)

Absent - Peel

Resolution 23-11 – Appointing Holman, Frenia, Allison, PC for auditing services

Motion by: Donahue

Second – A. Guarnera

YES: (Vagts, P. Guarnera)

Absent - Peel

Resolution 23-12 – Appointing Koerner & Koerner, PA, for accounting services

Motion by: Donahue

Second – A. Guarnera

YES: (Vagts, P. Guarnera)

Absent - Peel

Motion to buy new chairs and table in training room for commissioners not to exceed \$2,500

Motion made by - Donahue

Second - A. Guarnera

Yes: (Vagts, P. Guarnera)

The fire company will allow us to use their credit card for purchase. We will reimburse the Fire Company.

Checks are the same as last year - April and November. And Stipend - December

**Public Portion**

None

**Closed Session - Resolution 24-13**

Motion to go into closed session made by- Commissioner Donahue

Seconded by- Commissioner A. Guarnera

Votes- Yes (P. Guarnera, Vagts)

Absent - Peel

Motion to exit closed session meeting made by- Commissioner Donahue

Seconded by- Commissioner A. Guarnera

Votes- Yes (P. Guarnera, Vagts)

Absent - Peel

Motion to adjourn made by- Commissioner Donahue

Seconded by- Commissioner A. Guarnera

Votes- Yes (P. Guarnera, Vagts)

Absent - Peel

Adjourned at 7:54 PM

NEXT MEETING TO BE HELD ON MONDAY, April 8, 2023

Respectfully Submitted,

Patricia Guarnera

9:56 AM

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

03/08/24

**Cash Balance Report**

Accrual Basis

As of March 11, 2024

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|                                | Mar 11, 24          |             |
|--------------------------------|---------------------|-------------|
|                                | Debit               | Credit      |
| 1010 - Amboy National Bank 822 | 1,188,550.60        |             |
| 1020 - Amboy Reserve Fund-283  | 124,488.18          |             |
| <b>TOTAL</b>                   | <b>1,313,038.78</b> | <b>0.00</b> |

**MADISON PARK VOLUNTEER FIRE COMPANY**  
**CHIEF'S REPORT**  
**Mar-24**

| Fires                                 |          |                                  |          |
|---------------------------------------|----------|----------------------------------|----------|
| <b>Brush Fire</b> (Open Burning)      | <b>0</b> | <b>Car Fire</b>                  | <b>0</b> |
| <b>Dumpster Fire</b> (Garbage Can)    | <b>0</b> | <b>Eletrical Fire</b>            | <b>0</b> |
|                                       |          | (Wires Arching/Down-Transformer) |          |
| <b>Structure Fire</b> (Dryer,Kitchen) | <b>0</b> |                                  |          |

| Alarms                    |          |   |          |
|---------------------------|----------|---|----------|
| <b>CO Alarm</b>           | <b>0</b> | <b>Fire Alarm</b> (Waterflow/False Alarm) | <b>0</b> |
| <b>General Alarm</b>      | <b>0</b> | <b>Mutual Aid</b> (Stand by-Fast team)    | <b>2</b> |
| <b>Notification Only</b>  | <b>0</b> | <b>MVA</b> (Extracation)                  | <b>1</b> |
| (Transco, Tones In Error) |          |   |          |
| <b>Weather Related</b>    | <b>0</b> |   |          |

| OTHERS   |          |
|--|----------|
| <b>All Other</b>   | <b>3</b> |
| (Smell of burning/gas, Smoke Condition, Unattending cooking, Gas Leak, Spill, LZ Flood, Fluid Leaking, Spill-Oil/Gas ) |          |

|                     |   |
|---------------------|---|
| TOTAL ALARMS        | 6 |
| TOTAL DRILLS        | 1 |
| TOTAL WORK DETAIL'S | 1 |
| TOTAL MISC EVENTS   | 1 |
| TOTAL MEETING       | 1 |

|                     |          |
|---------------------|----------|
| TOTAL ALARM HOURS   | 22:30:00 |
| TOTAL DRILLS HOURS  | 46:00:00 |
| TOTAL DETAIL HOURS  | 38:00:00 |
| TOTAL MISC HOURS    | 2:00:00  |
| TOTAL MEETING HOURS | 18:00:00 |

|                     |    |
|---------------------|----|
| TOTAL MONTLY EVENTS | 10 |
|---------------------|----|

|                     |           |
|---------------------|-----------|
| TOTAL MONTHLY HOURS | 126:30:00 |
|---------------------|-----------|

**REMARKS**