Minutes of the Regular Meeting of the Board of Fire Commissioners, Fire District No. 1 was held on Wednesday, September 6, 2023 at 7:00 P.M.

Commissioner John C. Kenny called the meeting to order.

Maria Bucsanszky – All the requirements of the "Open Public Meeting Act" have been complied with by advertising in the Home News Tribune and Star Ledger. Copies of the meeting notice have been sent to the Municipal Clerk's Office and posted on the bulletin board of the fire house and the post offices of Woodbridge and Sewaren.

Commissioner John C. Kenny led a pledge to the flag.

A moment of silence was observed for our departed members and please keep in your prayers our retired member John Tomko whose wife passed away the end of August.

PRESENT: Commissioner John C. Kenny, Commissioner Robert

Minkler Sr., Commissioner Jay Barcellona, Commissioner

Jeffrey Moran, Commissioner Patrick Kenny

ALSO PRESENT: Christopher Howell, Attorney

Chief Michael Balog

Labor Counsel – Nicole Grzeskowiak Maria Bucsanszky – District Clerk

Commissioner J.C.K.: I need a motion to accept the minutes of the Regular Meeting of August 2^{nd} , 2023.

Commissioner Robert Minkler, Sr. made a motion to accept the minutes of the Regular Meeting on August 2nd, 2023 which was seconded by Commissioner Jay Barcellona and carried unanimously.

Commissioner J.C.K.: Okay, we will move onto Committee Reports – Personnel and Liaison to the Volunteer Fire Company – Commissioner Moran.

COMMITTEE REPORTS

PERSONNEL AND LIAISON TO THE VOLUNTEER FIRE COMPANY:

Commissioner J.M.: No outstanding issues and the Administrative Chief is moving ahead with the hiring process. That's my report Mr. President.

Commissioner J.C.K.: Okay, any questions for Commissioner Moran? Alright, we'll move on to Apparatus and Vehicles – Commissioner Minkler.

APPARATUS AND VEHICLES:

Commissioner R.M.: Yes Mr. President, the normal repairs have been done to keep the fleet up in service and everything is working well. I called and spoke to the Chief today about buying the two new vehicles and under Equipment I'll be working with him on getting the two new vehicles.

Commissioner J.C.K.: Okay, anything for Commissioner Minkler? Okay, we'll move on to Building and Grounds – Commissioner Barcellona.

BUILDING AND GROUNDS:

Commissioner J.B.: I'll move for my report to be entered into the minutes.

Commissioner J.C.K.: Okay, any questions for Commissioner Barcellona? Alright, Commissioner Kenny your report.

TELECOMMUNCATIONS AND HYDRANTS:

Commissioner P.K.: I move my report be entered into the minutes sir.

Commissioner J.C.K.: Okay, so noted. Any questions for Commissioner Kenny? Alright, report of Payroll and Bills.

The report of Payroll and Bills for August, 2023:

Maria Bucsanszky: The bills for August, 2023.

Bills: \$307,186.78 Payroll: \$402,350.36

Commissioner Patrick Kenny made a motion to accept the Payroll and Bills including the add-ons for a total amount of \$28,004.34 which was seconded by Commissioner Jay Barcellona and carried unanimously except for Commissioner Robert Minkler, Sr. abstaining on Voucher 22869 and voting yes on all the rest.

Commissioner J.C.K.: Alright, hold on, I need to add-on for the Volunteer Recruitment for the second year they did be able to get three new members so I think it's worth trying here too to see if we could get that it would be \$28,250.00. I do have a Line Item for it in the Budget.

Commissioner P.K.: I'll include that in my original motion of the bills and the addons.

Commissioner R.M.: And what is that for Mr. President?

Commissioner J.C.K.: That is what we agreed to last year about the Volunteer Retention. I hired the consultant to come in and just made the video and they're working on updating their website and trying to attract you know people to join the Volunteers and to then when all is said we need to hire more Career personnel.

Commissioner R.M.: Is that the offset of the \$55,000.00/\$50,000.00 we paid already too?

Commissioner J.C.K.: No that was the first year.

Commissioner R.M.: So it's an additional \$28,000.00?

Commissioner J.C.K.: That is correct. The first year we paid \$42,089.00 which was for the website, for the management, for the video, for equipment event and marketing programming. This year would be to continue with strategy management, (inaudible) events and all applying materials and marketing programming.

Commissioner R.M.: I would like to discuss that in Executive Session.

Commissioner J.C.K.: Sure. Okay, so we'll table that. Alright so with that tabled everything else all in favor. Okay, Treasurer's Report.

TREASURER'S REPORT:

Maria Bucsanszky: Treasurer's Report for September 6th, 2023.

Previous Balance – August 2 nd , 2023	\$	\$4,623,890.94	
Deposits	\$	9,310.07	
Payroll and Adjustments	\$	374,034.38	
Current Bills	\$	307,186.78	
Ending Balance as of September 6 th , 202	* * * * * * * * * * * * * * * * * * * *	53.951.979.85	

Commissioner Patrick Kenny made a motion to accept the Treasurer's Report which was seconded by Commissioner Jay Barcellona and carried unanimously.

Commissioner J.C.K.: Okay, Communications.

COMMUNICATIONS:

Maria Bucsanszky: All Communications were pass through to the Commissioners.

Commissioner J.C.K.: Okay, Unfinished Business – Commissioner P. Kenny.

UNFINISHED BUSINESS:

Commissioner P.K.: I have none.

Commissioner J.C.K.: Commissioner Minkler.

Commissioner R.M.: None at this time.

Commissioner J.C.K.: Commissioner Barcellona.

Commissioner J.B.: None at this time.

Commissioner J.C.K.: Commissioner Moran.

Commissioner J.M.: I have none.

Commissioner J.C.K.: Chris.

Christopher Howell, Attorney: We have an issue with 109 Green Street that I would like to address in Executive Session.

Commissioner J.C.K.: Okay, Maria.

Maria Bucsanszky: Nothing.

Commissioner J.C.K.: Chief.

Chief Michael Balog: The only Unfinished thing is the compressor project and the base has been completed, the change over is done and the gym project was completed today also.

Commissioner J.C.K.: Okay, Nicole.

Nicole Grzeskowiak, Labor Counsel: None.

Commissioner J.C.K.: Okay, for Unfinished Business I did send you guys a sketch of what the changes would be out in the front. We can talk in Executive on that and see if there is anybody that has any hiccups or anything like that. Alright, New Business – Commissioner P. Kenny.

NEW BUSINESS:

Commissioner P.K.: I have none.

Commissioner J.C.K.: Commissioner Minkler.

Commissioner R.M.: None at this time.

Commissioner J.C.K.: Commissioner Barcellona.

Commissioner J.B.: None at this time.

Commissioner J.C.K.: Commissioner Moran.

Commissioner J.M.: I have none at this time.

Commissioner J.C.K.: Okay, Chris.

Christopher Howell, Attorney: Nothing.

Commissioner J.C.K.: Maria.

Maria Buscanszky: Nothing.

Commissioner J.C.K.: Chief.

Chief Michael Balog: I just have two personnel items for Executive Session.

Commissioner J.C.K.: Okay, Nicole.

Nicole Grzeskowiak, Labor Counsel: None.

Commissioner J.C.K.: Okay, Remarks, Comments or Questions From the Audience.

Chief Fee.

REMARKS, COMMENTS OR QUESTIONS FROM THE AUDIENCE:

	<u>2022</u>	<u>2023</u>
August Calls	60	63
Year to Date	440	482

Chief Fee: And the thing you were talking about that was it. Okay, we're good, that's it.

Commissioner J.C.K.: Okay, anything else? Anybody else? Okay, I need a motion to go into Executive Session for personnel and legal matters.

Commissioner Jeffrey Moran made a motion to go into Executive Session for personnel and legal matters at 7:12 P.M. which was seconded by Commissioner Jay Barcellona and carried unanimously.

Commissioner Robert Minkler, Sr. made a motion to return to the Regular Meeting at 8:25 P.M. which was seconded by Commissioner Jay Barcellona and carried unanimously.

Commissioner J.C.K.: Chris, do you want to give a summary?

Christopher Howell, Attorney: Yes, tonight's Executive Session involved the following: We first heard from our Chief Balog and our Labor Counsel on our current hiring status of our new members that we are going to be hiring on. We heard from the Chief on long term absence of Employee 1631 and how we're going to address our personnel to accommodate that possible absence. We heard from the Chief on ongoing training and some shift schedule issues. We reviewed plans and the proposal for the front bay renovations that we're considering having done. We reviewed the purchasing orders and contracts of two new vehicles that we're looking to buy. We reviewed a renewal one year contract for a consulting company that we use for promotion of our volunteer department for new members and then we concluded by reviewing some new engineering issues that have been raised by the town on the 109 Green Street project and that would conclude our Executive Session tonight, Mr. President.

Commissioner J.C.K.: Okay, does anyone have anything else? Commissioner Kenny you have a resolution.

Commissioner Patrick Kenny made a motion to approve Resolution 2023-9-1 which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner P.K.: I have another motion to give the Chief and the Deputy authorization to work with (inaudible) under State Contract A88755.

Commissioner made a motion to give the Chief and the Deputy authorization to work with (inaudible) under State Contract A88755 which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner J.C.K.: Okay, anything else? Motion to adjourn.

Commissioner Robert Minkler, Sr. made a motion to adjourn the Regular Meeting at 8:27 P.M. which was seconded by Commissioner Patrick Kenny and carried unanimously.

Respectfully submitted, Maria Bucsanszky District Clerk

WOODBRIDGE FIRE DISTRICT NO 1 MONTHLY BILL LIST

September 6, 2022

Date	Num	Name	Memo	Amount
Northfield	Bank - Vou	cher		
08/03/2023	22804	Verizon Wireless	Acct#342401275-00001/Cell Phone	-226,64
08/03/2023	22805	All Hands Fire Equipment	Unifire Rescue Blade & Fire Hooks	-458.00
08/03/2023 08/03/2023	22806	Comcast	Account #8499053400759387Computer Internet	-185.84
08/03/2023	22807 22808	Continental Fire & Safet		-127.50
08/03/2023	22809	East Point Engineering, FF1 Professional Safety	Professional Service/109 Green St Annual TNT Service	-5,863.00
08/03/2023	22810	Hackensack University	Account # 602351621	-1,670.00
08/03/2023	22811	Metuchen Mower Inc	Shop Hours/ Labor	-65.00
08/03/2023	22812	Neglia	Professional Services/418 School Street	-45.00 7.007.50
08/03/2023	22813	Owen S Dunigan & Co,	Repaired Wall Hydrant	-7,097.50 -1,167.44
08/03/2023	22814	Parker Web	Web Hosting Website Only	-1,167.44 -240.00
08/03/2023	22815	Rudy's & Vitor's, V.A.S	Load Test & CHarging System Check	-145.00
08/03/2023 08/03/2023	22816	Township of Woodbridg	Fuel April 1, 2023 - June 30, 2023	-2,561.99
08/03/2023	22817 22818	U.S. Bank	Acct#4798531221546585/Supplies	-801.30
08/03/2023	22819	W.B. Mason Co., Inc Metuchen Mower Inc	C/S# C1235200 - Supplies	-454.30
08/03/2023	22820	Metuchen Mower Inc	Brass Spacers (2) Spark Plug (1)	-18.88
08/03/2023	22821	Francis Campbell	Workstation/Server Support, Email Hosting& Office 365-July	-31.50
08/03/2023	22822	Francis Campbell	Workstation/Server Support, Email Hosting& Office 365 - Aug	-1,389.75 -1,389.75
08/15/2023	22823	Allied Oil	Account# 10-7831212 - Fuel	-2,460.49
08/15/2023	22824	AT&T	A/C# 0555384092001/ Landline 732-636-1725	-44.79
08/15/2023	22825	Elizabethtown Gas	Account #2164284700/418 School St 06/23/2023 - 07/25/2023	-255.27
08/15/2023 08/15/2023	22826	McNeil & Co., Inc.	Accident & Health Policy Renewal 05/25/2023 - 05/25/2024	-4,790.00
08/15/2023	22827 22828	Metuchen Mower Inc	Spare Chain for Chainsaw	-384.29
08/15/2023	22829	MIDDLESEX WATER C NJ E-ZPass	Account #6550200000/418 School St 05/02/2023 - 08/02/2023	-1,555.80
08/15/2023	22830	Spectrotel	Violation #T062344828422	-54.55
08/15/2023	22831	United Healthcare - RX	Account #34348561/Clerk Member #0216770561-Prescription T Howell September 2023	-57.90
08/15/2023	22832	Verizon Wireless	Acct#342401275-00001/Cell Phone	-36.10 -123.54
08/15/2023	22833	Wellcare	Acct # 34694850 - K. Howell - September 2023	-123.54 -9.30
08/15/2023	22834	Woodbridge Twp Ambul	RENT - September 2023	-4,200.00
08/15/2023	22835	Comcast	Account #8499053400759387Computer Internet	-93.39
08/15/2023 08/15/2023	22836 22837	MIDDLESEX WATER C	Hydrant Service - August 2023	-44,597.51
08/15/2023	22838	Spectrotel UNITED HEALTHCARE	Account #648180/Cad/Landline/Fire Alarm/Solar	-162.36
08/15/2023	22841	PSE&G	Member# 306131456-1 - Insurance Premium September 2023	-638.60
08/15/2023	22842	Verizon Connect	Acct#7550582203/109 Green Street C/S #WOOD028 Monthly Service July 2023	-749.93
08/23/2023	22843	Hugh Drumm	Reimbursement - Capstone Management & Global Business	-80.95
08/23/2023	22844	Postmaster	2 Rolls of Stamps	-2,827.50 -126.00
09/01/2023	22839	Catherine Crowe	Health Benefit Reimbursement - August 2023	-384.38
09/06/2023	22845	A-B-D Electrical Supply	6V 4AH Ex Battery	-22.00
09/06/2023 09/06/2023	22846 22847	ABSOLUTE EYEWEAR	Safety Glasses/Hilliard, Ryan. Senakevgch, Aquino	-675.00
09/06/2023	22848	ADVANCE AUTO PARTS All Hands Fire Equipment	Account #1872535921/Supplies	-64.39
09/06/2023	22849	Amazon Capital Services	Chicago Style Mass Area Search Canopy Water Weight	-1,429.00
09/06/2023	22850	Bowco Laboratories Inc	Regular Service & Roach Control	-85.86
09/06/2023	22851	CDW Government	Toughbook	-113.00
09/06/2023	22852	Christopher Howell	Monthly Fee - September 2023	-6,039.86 -4,500.00
09/06/2023	22853	CORE BTS	Catalysts	-5,692.89
09/06/2023 09/06/2023	22854	Delta Dental Plan of NJ	Group# 01063 - Dental Coverage 09/1/2023 -09/30/2023	-11,929.22
09/06/2023	22855 22856	Edison Radiology Grou Glasson's Auto Repair	Acct# ERG128963 - Exam	-48.00
09/06/2023	22857	JEN ELECTRIC INC.	2017 Ford Exp - Battery 1-3-5	-271.71
09/06/2023	22858	JFK EMS Training Center	Re-wired, Insalled & tested GPS Opticom Woodbridge Ctr Dr Jr Fire Academy CPR	-1,389.00
09/06/2023	22859	Life Insurance Compan	Policy #GL-5474 Volunteer Life Insurance September 2023	-360.00
09/06/2023	22860	LifeSavers, Inc	AED Battery Pack	-259.90 -599.80
09/06/2023	22861	Lowe's	Account 82131319150376/Supplies	-1,073.41
09/06/2023	22862	Maria Bucsanszky, E.A.	Monthly Fee - September 2023	-6,000.00
09/06/2023 09/06/2023	22863 22864	Marie Gould	Health Benefit Reimbursement - August 2023	-384.38
09/06/2023	22865	Mary Ann Sofka Mary Karnas	2 Hrs Transcription For Regular Meeting 08/02/2023	-60.00
09/06/2023	22866	Matts Promotional & Ma	Health Benefit Reimbursement - August 2023 (23) Helmets	-384.38
09/06/2023	22867	Michael A Bilyak	Replaced Outlets	-2,140.00
09/06/2023	22868	Michael Walsh	Reimbursement - Prescriptions	-230.00 -65.99
09/06/2023	22869	Middlesex County Fire	Firefighter 1-Okoro/Rosa	-65.99 -472.00
09/06/2023	22870	MIDDLESEX WATER C	Account E2541534661/109 Green St 05/04/2023 - 08/04/2023	-331.19
09/06/2023 09/06/2023	22871	MUNICIPAL EMERGE	Rescue Tool Replacements	-3,039.00
09/06/2023	22872 22873	New Jersey Eine Equip	Bulb, Front Bumper Head light Switch & Labor Rescue 1	-392.39
,, <u>,,,,,</u>		New Jersey Fire Equip	Receptable & Outlet	-189.00

Date	Num	Name	Memo	Amount
09/06/2023	22874	Penyak Roofing Co	Roof Repair - 109 Green Street	-575.00
09/06/2023	22875	Plastix Plus LLC	Hurst eDraulics Equipment for Rescue Truck	-2,924.80
09/06/2023	22876	PSE&G	Acct#1301369209/Parking Lot	-30.52
09/06/2023	22877	Santander Bank, N.A.	Contract# 002-0027398-000-2021 Ford Escape/Lease Payment	-7,910.68
09/06/2023	22878	Skylands Area Fire Equi	Coat Patch Chief	-105.00
09/06/2023	22879	Sophie Bader	Health Benefit Reimbursement - August 2023	-384.38
09/06/2023	22880	Spectrotel	Account #648180/Cad/Landline/Fire Alarm/Solar	-165.41
09/06/2023	22881	SSR Landscape Contra	Monthly Maintenance June 2023 -July 2023	-256.00
09/06/2023	22882	Standard Insurance Co	Life Insurance - Policy #136829 - September 2023	-4,085,24
09/06/2023	22883	Staples	6035 5178 2066 2780 - Supplies	-145.48
09/06/2023	22884	State of New Jersey - D	Year end 12/2022 EIN 0-226-002-418/000-0	-342.38
09/06/2023	22885	Stewart & Stevenson	2006 Amer Lafrance-Repair Oil Leak (1-2-6)	-5,991.06
09/06/2023	22886	Survivor Fire & Safety E	Fire Extinguisher Service	-371.50
09/06/2023	22887	Technical Fire Services	Annual Pumper Test	-1,080.00
09/06/2023	22888	The Home Depot Pro	Account #1761315 - Supplies	-79.26
09/06/2023	22889	Twin Rocks Water	5 Gallon Water - 418 School St	-118.21
09/06/2023	22890	V. E. Ralph & Son, Inc	Supplies - Cold Packs & Trauma Dressings	-52.00
09/06/2023	22891	Verizon Wireless - Lapt	Acct#342401275-00001/Lap top Modem	-760.20
09/06/2023	22892	Bowco Laboratories Inc	Bee Control/109 Green St	-309.94
09/06/2023	22893	Glasson's Auto Repair	2020 Ford Utility Lights, Wiper Blade & Labor (1-3-9)	-2,070.71
09/06/2023	22894	New Jersey Fire Equip	Hydrant Valve Threads Repaired	-750.00
09/06/2023	22895	PSE&G	Acct#7356632500/Firehouse 07/13/2023 - 08/10/2023	-1,130.19
09/06/2023	22896	Spectrotel	Account #34348561/Clerk	-58.07
09/06/2023	22897	The Home Depot Pro	Account #1761315 - Supplies	-166.30
09/06/2023	22898	Bowco Laboratories Inc	Regular Service/109 Green St	-50.00
09/06/2023	22899	The Home Depot Pro	Account #1761315 - Supplies	-106.31
09/06/2023	TEPS	State of New Jersey- H	Health Benefits Retiree - 09/01/2023 - 09/30/2023	-43,919.72
09/06/2023	TEPS	State of NJ- Health Ben	Prescription & Health Benefits	-95,522.41
09/06/2023	22900	Vision Service Plan	Acct# 12 078480 0001 Vision Coverage - September 2023	-1,913.60
Total Northfi	ield Bank - V	oucher/	_	-307,186.78
TOTAL			_	-307,186.78

2023-9-

RESOLUTION

WHEREAS the Woodbridge Fire District 1 has a willingness to participate in the Middlesex County cooperative through the OpenGov E-Procurement System, under a cooperative purchasing program organized pursuant to N.J.S.A. 40A: 11-10 and N.J.A.C. 5:34-7.11; and

WHEREAS Local Public Contract Law authorizes a municipality to purchase goods and services through duly- formed cooperative purchasing systems without advertising for bids; and

WHEREAS provided the procurement of goods and services through the cooperative purchasing program is open and fair process under the New Jersey Pay-to-Play Law N.J.S.A. 1944A—204 et seq.; and

WHEREAS the Woodbridge Fire District #1 has a need to purchase, on a timely basis, goods or services that may be offered to Middlesex County cooperative members through the OpenGov E-Procurement System during the year of 2023 and thereafter:

WHEREAS the Woodbridge Fire District #1 has a willingness to utilize the OpenGov E-Procurement System and that such transactions shall be subject to all conditions applicable as stated therein.

NOW THEREFORE, BE IT RESOLVED by the Woodbridge Board of Fire Commissioners, District #1, is hereby willing to enter into and participate in the Middlesex County cooperative through the OpenGov E-Procurement System to effectuate substantial economies of scale in the provision and performance of goods and services.

BOARD OF FIRE COMMISSIONERS FIRE DISTRICT #1

OHN C. KENNY

ADOPTED: September 6, 2023

I hereby certify that the above is a true and exact copy of the resolution adopted by the Board of Fire Commissioners, Fire District #1, Township of Woodbridge at their regular meeting held on September 6, 2023.

MARIA BUCSANSZKY – Cl<mark>e</mark>rk

To: Chief Balog

From: Battalion Chief David Hines

Date: September 3, 2023

Monthly Building report for the September 2023 Fire Commissioner Meeting

Admin Office

• Awaiting start of Construction

418 School Street

- Edmunds and Fire Programs have been down several times this month
- Building extension project preparation work continues
- Bowco completed monthly service (extra treatment for ants)
- HVAC issue second floor-BAC has been out several times over this summer because the secondary drain activated for the 2nd floor dorm backup/dayroom AC. BAC identified that attic exhaust fans disconnected when the ridge vet was installed should be reconnected to lower attic temp and in turn will reduce condensation issue with AC lines and condensate catch pans. Penyak/BAC/Bilyak need to work attic exhaust fan issue.
- BAC reinsulated condensate line in attic as needed 8/11
- Penyak roofing still working on roof vent cap issue over bay 5. 8/15
- Bilyak replaced 2 GFI outlets on apparatus floor 8/16
- Fire Alarm work to correct communication issue with zone for hood system began
 Township alarm tec and Survivor. We are awaiting completion paper work from town
 8/17
- Dorm Toilet (right side) kept running Dunigan repaired 8/22
- Township IT department began work on Wireless access for building 8/24
- Bilyak relocated de-icing tape control switch, relocated sub-panel to loft installed new wiring for compressor 8/24
- Shower leak issue has reemerged awaiting further investigation from plumber.
- Dorm light outside bathroom awaiting replacement from Bilyak. 8/30
- Comairco compressor and piping replacement/upgrade completed 9/1. Still awaiting regulator for bay 5 drop 9/3
- Ceiling tiles replaced in meeting room, dorm and backroom 9/3
- Captain Magda has a project going on in the gym for mounting new equipment that has crossed over into the library with several sections of wood paneling needing to be removed 9/3

House Two Queen Road

• Progress on sleeping/living arrangements continues

I would also like to note all of the hard work done by Captain Horvath and Tour 4 over this past month keeping up with and coordinating building projects.

Respectfully submitted, Battalion Chief, David Hines

WOODBRIDGE FIRE PREVENTION BUREAU REPORT AUGUST 2023

DATE: SEPTEMBER 1, 2023

REPORT COVERING: AUGUST

FIRE INVESTIGATIONS: 0

TOTAL INSPECTIONS COMPLETED IN AUGUST: 160

COMPLAINTS & SPOT INSPECTIONS: 5

LIFE HAZARDS: 12

QUARTERLY:0

SEMI-ANNUAL:50

NON-LIFE HAZARD USES: 59

TOTAL REINSPECTIONS: 81

PERMITS ISSUED: 3

TOTAL AMOUNT BILLED IN AUGUST: \$322.00

TOTAL AMOUNT COLLECTED AUGUST: \$1,090.00

HOME INSPECTIONS: 0

FIRE SAFETY EDUCATION CLASSES: 0

REQUESTS: None

OTHER:

Robert Fizer Captain/Fire Official