

**PORT READING BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2
PORT READING, NJ 07064
December 9, 2024**

The Board Clerk read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of December 9, 2024 was called to order by Commissioner Santorelli at 6:00 pm. Four Commissioners were present: Comm. Santorelli, Comm. Molnar, Comm. Weber and Comm. Cinelli.. Board Accountant Maria Bucsanszky was present. Board Attorney Brian Bontempo was present. Board Clerk Marianne DeSantis was absent.

Comm. Eagan was at work, but arrived late.

Minutes of the November 4, 2024 Regular Meeting, November 4, 2024 Budget Meeting and December 2, 2024 Special Meeting were reviewed.

MOTION made by Comm. Molnar to accept the November 4, 2024 Regular Meeting, November 4, 2024 Budget Meeting and December 2, 2024 Special Meeting minutes, seconded by Comm. Cinelli. All in favor 5-0.

The Board Accountant read the Resolution transfer line items with excesses to be authorized to budget items, with insufficient balances in the amount of \$5,500.

MOTION made by Comm. Weber to accept the Resolution to transfer line items with excesses to be authorized to budget items with insufficient balances in the amount of \$5,500.00, seconded by Comm. Molnar. All in favor 5-0.

The Board Accountant read the Resolution approving the 2025 Commissioner Salaries.

MOTION made by Comm. Weber to accept the Resolution approving the 2025 Commissioner Salaries, seconded by Comm. Cinelli. All in favor 5-0.

The Board Accountant read the Resolution introducing the 2025 Annual Budget, with total revenues of \$5,592,109.25, which includes an amount to be raised by taxation of \$4,716,459.14 and total appropriations of \$5,592,109.95.

MOTION made by Comm Molnar to accept the 2025 Annual Budget, with total revenues of \$5,592,109.25, which includes an amount to be raised by taxation of \$4,716,459.14 and total appropriations of \$5,592,109.95, seconded by Comm. Eagan. All in favor 5-0.

ROLL CALL VOTE:

Comm. Santorelli – YES
Comm. Molnar – YES
Comm. Weber – YES
Comm. Cinelli – YES
Comm. Eagan - YES

TREASURER'S REPORT:

Balance	\$	3,304,612.32
Deposits	\$	979,511.96
Interest	\$	3,933.89
Payroll	\$	(113,256.27)
Payroll Tax/Adjustments	\$	(2,908.05)
Disbursements for the Month	\$	(98,118.60)
Ending Balance	\$	4,079,591.35

MOTION made by Comm. Molnar to accept the Treasurer's Report, seconded by Comm. Weber. All in favor 5-0.

BILLS TO BE PAID: \$98,118.60

MOTION made by Comm. Eagan to pay the bills and add on bills, seconded by Comm. Weber. All in favor 5-0.

CHIEF'S REPORT:

The Chief's Report was submitted and reviewed.

Comm. Molnar thanked the Chief, volunteers, Captain Deleo and the career staff that came out to decorate for the light parade. The parade had a great showing and our award speaks for itself.

MOTION made by Comm. Weber to accept the Chief's Report, seconded by Comm. Eagan. All in favor 5-0.

CAPTAIN'S REPORT:

The Captain's Report was submitted and reviewed.

Captain DeLeo thanked everyone that came out to help with the Tree Lighting and Light Parade.

Captain DeLeo gave a special thank you to Buckeye that assisted us with "Universal Green" so that we are now much more environmentally friendly now.

Captain DeLeo thanked Comm. Eagan for his assistance in helping get the donated vehicle from Colonial Pipeline and stated that we will need the title from the Board Accountant to get the vehicle registered. The vehicle is a 2013 Ford Superduty F-150 with 53,000 miles on it and is in great shape.

MOTION made by Comm. Weber to accept the Captain's Report, seconded by Comm. Eagan.
All in favor 5-0.

TAXPAYER COMMENTS:

There were no comments from the public.

UNFINISHED BUSINESS:

Comm. Weber reported that we continue to make purchases that will eventually come back to benefit the career and volunteer staff and residents with the SAGE Grant for safety related items.

NEW BUSINESS:

MOTION to adjourn meeting made by Comm. Eagan at 6:10 pm, seconded by Comm. Weber.
All in favor 5-0.

Respectfully submitted,

Marianne DeSantis
Board Clerk

BOARD OF FIRE COMMISSIONERS
DISTRICT NO. 2
P.O. BOX 207
PORT READING, NEW JERSEY 07064

December 2, 2024

Treasurer's Report

BEGINNING BALANCE	\$ 3,304,612.32
Deposits	979,511.96
Interest	3,933.89
Payroll	(113,256.27)
Payroll Tax/Adjustments/Transfers	(2,908.05)
Disbursements for the Month	<u>(98,118.60)</u>
ENDING BALANCE	\$ 4,079,591.35

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

BILL LIST

12/06/24

November 5 through December 2, 2024

Date	Num	Name	Memo	Amount
Voucher 2 - Northfield				
11/05/2024	1071	ENFORSYS INC	Annual maintenance - subscription fee	-2,015.00
11/19/2024	1072	Aardvark Amusements	Rides for tree lighting	-2,373.48
11/19/2024	1073	Dockside Bait and Tackle	Marine 2-3-8 - Fuel	-30.22
12/02/2024	1074	Approved Fire Protection Co	Supplies	-760.93
12/02/2024	1075	BOARD OF FIRE COMMISSI...	DEPOSIT - NEW ENGINE RESERVE	-30,000.00
12/02/2024	1076	Brian A Bontempo	Monthly Fee - December 2024	-884.00
12/02/2024	1077	EHRlich	Commercial Pest General Maintenance Service - AC# 140...	-106.75
12/02/2024	1078	Fords Fire District 7	Dispatch Service - December 2024	-6,247.12
12/02/2024	1079	Gannett NY NJ LocalIQ HOM...	Acct#1120460 Notice of Special Meeting 12/02/2024	-52.94
12/02/2024	1080	LIFE INSURANCE COMPAN...	GL 009906-000-000 LIFE INSURANCE - 12/17/2024-01/...	-813.45
12/02/2024	1081	Maria Bucsanszky E A	Monthly fee - December 2024	-2,916.63
12/02/2024	1082	MIDDLESEX WATER COMP...	Acct # 3046515564-Hydrant Service November 2024	-15,800.66
12/02/2024	1083	NAPA Auto Parts of Colonia	Supplies	-57.07
12/02/2024	1084	NEW JERSEY FIRE EQUIP...	(3)way siamese storz , task face tips	-2,200.00
12/02/2024	TEPS	New Jersey State Health Ben...	RETIREE - Health and Prescription benefits 12/01/24-12/...	-7,092.95
12/02/2024	1085	PORT READING FIRE CO 1	2024 Stipend Funds-Taxes / Annual report / food / groceri...	-5,103.64
12/02/2024	1086	VERIZON WIRELESS	742492817-00001/Cell Phone 09/24/24-10/23/24	-80.02
12/02/2024	1087	Witmer Public Safety Group	A/C# WOOTWP1 - Steck big easy carrying case	-40.58
12/02/2024	1088	Woodbridge Fire District 1	Reimbursement - Vision & Dental Coverage -December 2...	-2,573.17
12/02/2024	1089	Gannett NY NJ LocalIQ HOM...	Acct#1120460 Notice of Regular Meeting Change - 12/09/...	-49.82
12/02/2024	TEPS	New Jersey State Health Ben...	ACTIVE - Health and Prescription Benefits 12/01/24-12/3...	-17,182.86
12/02/2024	1090	Debbie Gellis	Poll Worker - Fire Election - December 2,2024	-75.00
12/02/2024	1091	JoAnn Molnar	Reimbursement - Light parade food	-306.61
12/02/2024	1093	THE HARTFORD GROUP B...	Life Ins Customer#011215320001-2/Pol#734229 -12/01/2...	-349.20
12/02/2024	1094	FRANCIS CAMPBELL	E-mail Hosting/Support -October 2024	-367.50
12/02/2024	1095	FRANCIS CAMPBELL	E-mail Hosting/Support -November 2024	-319.50
12/02/2024	1096	FRANCIS CAMPBELL	E-mail Hosting/Support -December 2024	-319.50
Total Voucher 2 - Northfield				-98,118.60
TOTAL				-98,118.60

RESOLUTION
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2

WHEREAS, the Treasurer of Fire District No. 2 reports that certain 2024 budget appropriations have insufficient balances to meet the 2024 expenditures, and

WHEREAS, certain other budget expenditures have balances in excess of their needs, now therefore,

BE IT RESOLVED that upon recommendation from the Treasurer and in accordance with NJSA 40A:14-78.9, that transfers from budget line items with excesses be authorized to budget items with insufficient balances.

From		To	
H-01-07/Life Insurance	\$ 3,000.00	H-25-01/Office Supplies	\$ 3,000.00
H-01-02/Unemployment	500.00	H-25-1B/Email System Main	500.00
L-02-07/Fire Prevention Program	<u>2,000.00</u>	L-02-02/Computer Serv	<u>2,000.00</u>
TOTAL	\$ <u>5,500.00</u>	TOTAL	\$ <u>5,500.00</u>

MOTION to accept resolution made by Comm. SW, seconded by Comm. JM, all in favor.

Robert Santorelli, President	<u>✓</u>	Yes	___	No
JoAnn Molnar, Vice Pres	<u>✓</u>	Yes	___	No
Stephen Weber, 2 nd V.P.	<u>✓</u>	Yes	___	No
Mark Cinelli, Treasurer	<u>✓</u>	Yes	___	No
Daniel Eagan, Secretary	<u>✓</u>	Yes	___	No

Adopted, December 9, 2024
Date

Daniel Eagan, Treasurer

Daniel Eagan

2025 FIRE DISTRICT BUDGET RESOLUTION

Woodbridge Township FD No. 2

FISCAL YEAR: January 1, 2025 to December 31, 2025

WHEREAS, the Annual Budget for Woodbridge Township FD No. 2 (the 'Fire District') for the fiscal year beginning January 1, 2025 and ending December 31, 2025 has been presented before the Board of Commissioners of the Fire District at its open public meeting of December 9, 2024; and

WHEREAS, the budget as introduced is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et seq.); and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$5,592,109.95 which includes an amount to be raised by taxation of \$4,716,459.14 and Total Appropriations of \$5,592,109.95; and

WHEREAS, the amount to be raised by taxation to support the district budget shall be the amount to be certified to the assessor of the municipality to be assessed against the taxable property in the district, pursuant to N.J.S.A. 40A:14-79. Such amount shall be equal to the amount of the total appropriations set forth in the budget minus the total amount surplus and miscellaneous revenues set forth in the budget; and

WHEREAS, in calculating the amount to be raised by taxation, the Fire District has taken into account the assessed valuation of taxable property in the Fire District;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District, at an open public meeting held on December 9, 2024 that the Annual Budget, including all related schedules, of the Fire District for the fiscal year beginning January 1, 2025 and ending December 31, 2025 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the Fire District's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the Board of Commissioners of the Fire District will consider the Annual Budget for adoption on January 6, 2025.

EAGAN.D@PRFDNJ02.ORG

(Secretary's Signature)

12/9/2024

(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
ROBERT SANTORELLI	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
JOANN MOLNAR	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
STEPHEN WEBER	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MARK CINELLI	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DANIEL EAGAN	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

RESOLUTION 2024-12-1

Board approval of Elected Commissioner Compensation
2025 Salary Guide (January – December)

WHEREAS the Fire Commissioners of Fire District No. #2 of the Township of Woodbridge establishes annual compensation for its fire district Commissioners pursuant to N.J.S.A. 40A:14-88; and

NOW, THEREFORE, BE IT RESOLVED by the Fire Commissioners of Fire District No. #2 of the Township of Woodbridge hereby approve the 2025 Commissioners compensation in compliance of the 2025 District budget requirements as follows:

President \$ 12,000.00;

1st Vice President \$ 12,000.00;

2nd Vice President \$ 12,000.00;

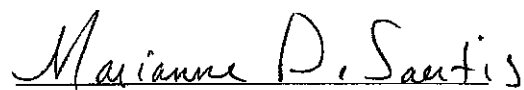
Secretary \$ 12,000.00;

Treasurer \$ 12,000.00;

BE IT FURTHER RESOLVED, that the above salaries shall take effect on January 1, 2025;
and

BE IT FURTHER RESOLVED, that the Board shall re-evaluate the salary structure adjusting as appropriate and approve of same annually as per N.J.S.A. 40A:14-88.

BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #2



Marianne DeSantis, Clerk

ADOPTED: December 9, 2024

Port Reading Fire Department



Captains' Report – October 31, 2024 - December 5, 2024

Engine 2-1

11-5-2024 - Right side 5" discharge electronic gauge indicating calibration needed.

11-9-2024 - Replaced battery for lights on Holmatro cutter.

11-27-2024 – Heat recirculator valves opened for winter season.

11-29-2024 - Right side 5" discharge electronic gauge now indicating no flow data received. Placed new personal TIC with charger in cab. Replaced battery for lights on Holmatro cutter.

12-2-2024 – 2-1 taken to Absolute for foam flushing and maintenance on a number of issues including an anti-freeze leak, deck gun, discharge gauge and lighting repairs.

Engine 2-2

11-13-2024 - Replaced regulator cup on SCBA #PRFD-2.

11-27-2024 - Heat recirculator valves opened for winter season.

Support Pick-Up 2-3-4

Fire Company Vehicle 2-3-5

Support Unit 2-3-6

Fire Prevention Vehicle 2-3-7

Marine 2-3-8

11-14-2024 Updated MOU for Search and Rescue operations with the USCG was printed and signed by C11 for submittal at the next NJ Regional Fireboat Taskforce meeting on Dec. 12th.

11-15-2024 Taken out of service for winter season. Temporarily in lot on trailer for future pick up and storage.

11-18-2024 Marine 2-3-8 removed from property to storage by Glasson's.

Ambassador 1000 by 6000 GPM Hydro Chem/Foam Trailers

LDH Trailer, Open Trailer, Storage Container & Decontamination Trailer

Equipment

11-2-24 Quarterly Financial report for Port Securities Grant completed and submitted.

11-14-24 Orders placed with NJFE for replacement 5" supply hose, Safe-T for the initial set of 4 sets of gear (2nd sets) through the NJ Firefighter Grant and Seek FirePro200's (Grant also) thermal imaging cameras.

11-18-2024 Order placed with Safe-T for 30 particulate blocking FF hoods.

11-22-24 Howard Goldman from Buckeye inspected stock of foam in preparation for it's removal and changeover.

- ODP assisted with placing locking cap on hydrant at 255 Blair Rd.

11-26-24 NJ Fire Equipment picked up 12 bottles for hydrotesting and 3 bottles for repair.

- Received delivery of new carcinogenic particulate blocking hoods from Safe-T. This is part pf the NJ FF Rescue grant.
- Received delivery of new Seek FirePro 300 personal thermal imaging cameras. This is part of the NJ FF Rescue grant.

11-27-2024 Issued new tics and hoods to CFF's 249 and 2415.

11-29-2024 - Issued new firefighting hoods & personal TICs to C-12, 2-4-12 & 2-4-16. Issued new firefighting hoods to 2-0-1 & 2-L-1.

12-1-2024 2-0-1 lost hood and accountability tag at Incident #2024-303. New ones issued.

12-2-2024 Boat Committee attended virtual design meeting with Jay Milner from Metalcraft. Awaiting specs and financials.

12-5-2024 ODP reorganized and shrink wrapped old foam for Buckeye pick up and disposal.

Building and Grounds

11-2-2024 Fire Company changed pink outside lighting back to white

11-4-2024 0900 Lawn Doctor here for service.

1300 C8 met with JIFF representative.

C13 Home Depot for parts needed to install a buzzer in FA quarters-
Installed.

1800 Fire Commissioners meeting in Hall.

Fire Company meeting in basement.

11-11-2024 Flag raised as per gubernatorial EO. American Flag Replaced.

11-14-2024 C11 posted special meeting notices in both Cypress Center and St. Anthony's Church. An affidavit for the posting was signed in Maria's office.

C11 had a Marine design meeting with Jay Milner from Metalcraft.

11-23-2024 ODP worked on holiday light parade decoration.

11-26-2024 ODP assisted with painting and decorations for the light parade as well as set up and decoration for tree lighting. Tree lighting and holiday public gathering event at station from 1800-2000.

- Participated in procession for fallen FDNY member at 1200.

11-30-2024 Township light parade from 1700-2100 with engine 2-2 and 2-3-5.

12-3-2024 – Firetex here and conducted semi-annual on Kitchen hood suppression system. (Frank)

*NHC Hood cleaning scheduled for December 11, 2024.

12-4-2024 Air Power Intl. performing air quality testing and regular operational test.

Fuel

11-5-2024 - Unit 2-3-4 → 12.455 gallons.

11-7-2024 Engine 2-1 added 20.06 gallons of fuel at WTDWW

11-13-2024 - Unit 2-3-6 → 9.000 gallons.

11-24-2024 Engine 2-1 22.32 gallons.

11-25-2024 - Unit 2-3-4 → 16.000 gallons.

11-27-2024 Engine 2-2 added 19.31 gallons of fuel at WTDWW

Training

11-2-2024 – Tour 2 reviewed standard operating guidelines.

11-5-2024 - Reviewed SOGs for Fire Operations & Facilities Responses with 2-4-12 & 2-4-16 regarding Automatic Aid, Fire Protective Systems, Marine 2-3-8, MVAs, Mutual Aid, Maydays & Emergency Evacuation Signals and Facilities Responses.

11-13-2024 - 2-4-16 completed Bailout training; classroom lecture and hands-on evaluations.

11-14-2024 2414 completed Bailout training; classroom lecture and hands-on evaluations.

11-15-2024 2415 completed Bailout training; classroom lecture and hands-on evaluations.

11-21-2024 Monthly drill at 1300 and 1830 – Ladder dive and slide self-rescue skill.

12-1-2024 Scheduled December Monthly drill (Air Management). December 17, 2024.

Received updated estimate from Safety and Survival Training Ilc. For Bailout train the trainer for C11, C12 and C13. Forwarded to Operations manager for Board approval.

Disposal List

Special Details

Officially,

Captains

Paul DeLeo

Richard Fritzschn

Evan Douglas

Anthony Terebetsky

Justin Holloway

Pre-Planning Captain's Report

- Pre-Planning walk-throughs for all tours upcoming at Ferrell Gas, 369 Main St., with Woodbridge FD. Schedule as follows: Tour #3 - Thursday, 12/5/24; Tour #2 - Thursday, 12/12/24; Tour #4 - Wednesday, 12/18/24 and Tour #1 - Thursday, 12/19/24.
- Began updating streets and hydrants in CAD for District #2, as well as, assisting with updating CAD to reflect Triple Response for District #5.

Respectfully submitted,

Captain Anthony S. Terebetsky

Chiefs report for DECEMBER meeting

Total calls for the month of NOVEMBER was: 31 and brings our total calls for the year to: 303

- 5 auto aid
- 1 mva
- 1 structure fire
- 1 ems walk in
- 1 roof fire
- 1 smoke condition
- 3 mutual aid
- 1 stand by
- 4 vehicle fire
- 1 down wire
- 1 lock out
- 1 culinary mishap
- 1 co alarm
- 6 fire alarm
- 1 dep notification
- 2 monthly drills

Past events

- Tree lighting
- Light parade

Upcoming events

- Ride around town with santa 12/15 meet at fd at 4:30pm start at 530pm