

**PORT READING BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO. 2  
PORT READING, NJ 07064  
January 5, 2026**

The Board Clerk read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of January 5, 2026 was called to order by Commissioner Santorelli at 6:00 pm. All Commissioners were present: Comm. Santorelli, Comm. Molnar, Comm. Weber, Comm. Cinelli and Comm. Eagan. Board Accountant Maria Bucsanszky was present. Board Attorney Brian Bontempo was present. Board Clerk Marianne DeSantis was present.

Minutes of the December 1, 2025 meeting were reviewed.

MOTION made by Comm. Molnar to accept the December 1, 2025 minutes, seconded by Comm. Weber. All in favor 5-0.

Comm. Santorelli reported that the 2026 Proposed Budget has been sent to the Department of Community Affairs and has been approved by them.

MOTION made by Comm. Molnar to open the public session to introduce the 2026 Budget, seconded by Comm. Weber. All in favor 5-0.

**TAXPAYER COMMENTS:**

There were no comments from the public regarding the 2026 Budget.

MOTION made by Comm. Weber to close the public session, seconded by Comm. Eagan. All in favor 5-0.

The Board Clerk read the 2026 Adopted Budget Resolution.

**ROLL CALL VOTE:**

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

**TREASURER’S REPORT:**

Balance	\$	4,608,201.54
Deposits	\$	1,469,825.83
Interest	\$	4,749.40
Payroll	\$	( 195,872.64)
Payroll Tax/Adjustments	\$	( 34,938.65)
Disbursements for the Month	\$	<u>( 132,544.99)</u>
Ending Balance	\$	5,719,420.49

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

The Board Clerk read the Resolution regarding the 2025 Budget, transferring line items with excesses to be authorized to budget line items with insufficient balances in the amount of \$23,441.00

MOTION made by Comm. Molnar to accept the Resolution regarding the 2025 Budget, transferring line items with excesses to be authorized to budget line items with insufficient balances in the amount of \$23,441.00, seconded by Comm. Weber. All in favor 5-0.

**ROLL CALL VOTE:**

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

**BILLS TO BE PAID:** 132,544.99

Comm. Molnar requested that Bill 1529 in the amount of \$1536.06 for “Home Depot” be pulled and further reviewed.

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

**CHIEF’S REPORT:**

The Chief’s Report was submitted and reviewed.

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.

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

**FIRE PREVENTION:**

The Fire Prevention Report was submitted and reviewed.

MOTION made by Comm. Weber to accept the Fire Prevention Report, seconded by Comm. Eagan. All in favor 5-0.

**TAXPAYER COMMENTS:**

There were no comments from the Taxpayers.

**OPERATIONS MANAGER:**

Operations Manager Small reported that we should be receiving the funding to start the improvements for the building later this month

**UNFINISHED BUSINESS:**

Comm. Weber reported on the Vendor Fire Programs and will work with Captain Terebetsky to hopefully get it up and running by January 16 and backdate to January 1 for all call reporting. The equipment orders were processed and placed prior to the end of 2025 and has been provided to the Board Accountant. Comm. Weber thanked the Board, the career staff and fire company for their dedication and progress.

Comm. Cinelli reported that the Turnpike Authority has the updated banking information.

**NEW BUSINESS:**

There was no new business.

MOTION was made by Comm. Eagan to enter into Executive Session at 6:07pm, seconded by Comm. Molnar. All in favor 5-0.

**EXECUTIVE SESSION:**

Matter discussed during Executive Session was a personnel issue.

MOTION to adjourn meeting made by Comm. Molnar at 6:23 pm, seconded by Comm. Eagan. 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**

January 5, 2026

Treasurer's Report

BEGINNING BALANCE	\$ 4,608,201.54
Deposits	1,469,825.83
Interest	4,749.40
Payroll	( 195,872.64)
Payroll Tax/Adjustments/Transfers	34,938.65
Disbursements for the Month	<u>( 132,544.99)</u>
ENDING BALANCE	\$ 5,719,420.49

# Chiefs report for JANUARY meeting

Total calls for the month of DECEMBER was:27 and brings our total calls for the year of 2025 to 378

## Fire calls

- 1 smoke
- 3 co alarms
- 5 auto aids
- 4 mva
- 4 fire alarms
- 1 snow standby
- 1 flooded basement
- 1 hazmat
- 1 gas oder
- 2 lockout
- 1 standby
- 3 down wires
- 1 transformer

## Past events

- 12/7 sunday Christmas parade went well

10:46 AM

01/05/26

Accrual Basis

**BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2**

**ADD-ON BILLS**

January 6, 2026

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<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>Voucher 2 - Northfield</b>				
01/06/2026	1547	Carpet Care Plus...	LVP Floor Cleaning	-990.00
01/06/2026	1548	EHRlich		-233.10
Total Voucher 2 - Northfield				-1,223.10
<b>TOTAL</b>				<b>-1,223.10</b>

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**BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2**

**BILL LIST**

December 2, 2025 through January 5, 2026

12/31/25

Date	Num	Name	Memo	Amount
<b>Voucher 2 - Northfield</b>				
12/02/2025	1512	BRIAN SMALL	Reimbursement - Tv for watch ro...	-228.18
12/02/2025	1513	THE HARTFORD G...	Life Ins Customer#01121532000...	-349.80
12/04/2025	1514	Amanda's Affordable...	1 - 48" Decorated Wreath	-175.00
12/04/2025	1515	Holiday Outdoor Decor	4" ornament (6 per case) 6" Orna...	-607.69
12/04/2025	1516	PORT READING FI...	2025 Stipend Funds- Dominics It...	-2,750.00
12/04/2025	1517	NJ E-ZPass	Violation#'sB0625556842278-VO...	-10.00
12/23/2025	1519	NJ E-ZPass	Account # 200571871583- Violati...	-10.00
01/05/2026	TEPS	New Jersey State He...	RETIREE- Health and Prescriptio...	-11,269.84
01/05/2026	TEPS	New Jersey State He...	ACTIVE- Health and Prescription ...	-21,282.83
01/05/2026	1520	Approved Fire Prote...	Invoice #IN118518- Gas meter ca...	-628.46
01/05/2026	1521	Brian A Bontempo	Monthly Fee -January 2026	-919.71
01/05/2026	1522	Comcast of New Jer...	Account #8499 05 340 0759643-I...	-354.36
01/05/2026	1523	Elizabethtown Gas	Account # 2202559020 - Firehou...	-214.73
01/05/2026	1524	ESI Equipment Inc	Service Agreement 3/1/26 - 2/28/27	-1,915.00
01/05/2026	1525	Fire Programs	Incident Reporting Module - Annu...	-1,557.00
01/05/2026	1526	Fords Fire District 7	Dispatch Service -January 2026	-6,851.50
01/05/2026	1527	Gannett NY NJ Loca...	Acct#1120460-2025-Budget mee...	-108.68
01/05/2026	1528	Government Leasing...	Contract#077-0000167-00 Fire Tr...	-51,873.81
01/05/2026	1529	Home Depot Credit ...	Account #6035 3225 4098 2968 ...	-1,536.06
01/05/2026	1530	LIFE INSURANCE ...	GL 009906-000-000 LIFE INSUR...	-797.50
01/05/2026	1531	Maria Bucsanszky E A	Monthly Fee - January 2026	-3,034.50
01/05/2026	1532	Metuchen Mower	Elastostart Assy - Labor	-56.72
01/05/2026	1533	MIDDLESEX COUN...	2026- Membership Dues/Small & ...	-100.00
01/05/2026	1534	MIDDLESEX WATE...	ACCOUNT #2060200000 - Wate...	-1,060.50
01/05/2026	1535	MIDDLESEX WATE...	Acct # 3046515564-Hydrant Serv...	-15,895.41
01/05/2026	1536	Miner dba New Jers...	Door #4- Removed and disposed ...	-1,142.00
01/05/2026	1537	NAPA Auto Parts of ...	Supplies - Absorbant and ice melt	-230.40
01/05/2026	1538	Nitti's Hood Cleaning	Cleaned Hood, Duct, Fan & Filters	-475.00
01/05/2026	1539	PSEG	ELECTRIC BILL-Summary Acco...	-1,058.62
01/05/2026	1540	SKYLANDS AREA ...	spider harness with sliding d ring	-436.10
01/05/2026	1541	Staples Business Ad...	Acct#NYC 1009573 / Supplies	-38.37
01/05/2026	1542	Target Solutions Lea...	TS Premier and TS Maint fees - ...	-2,598.63
01/05/2026	1543	THE HARTFORD G...	Life Ins Customer#01121532000...	-349.80
01/05/2026	1544	Witmer Public Safet...	Customer ID#2454 -Sterling 1 tub...	-41.41
01/05/2026	1545	Woodbridge Fire Dis...	Reimbursement - Vision & Dental...	-2,541.67
01/05/2026	1546	Staples Business Ad...	Acct#NYC 1009573 / Supplies	-45.71
Total Voucher 2 - Northfield				-132,544.99
<b>TOTAL</b>				<b>-132,544.99</b>

# Port Reading Fire Department

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## ***Captains' Report – November 27, 2025 - December 31, 2025***

### **Engine 2-1**

12-16-2025 Washed by ODP

12-20-2025 Rinsed salt accumulation off engine

Requested to participate in Conrail Holiday Train event. ODP and VFC attended with Commissioner Molnar and OM Small from 1805-2015. Fire Department provided giveaways to youths in attendance.

### **Engine 2-2**

12-15-2025 Rotary saw with snapped off pull cord brought into Metuchen mower for repairs.

12-24-2025 Rinsed salt accumulation off engine

### **Support Utility 2-3-3**

### **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**

### **Ambassador 1000 by 6000 GPM Hydro Chem/Foam Trailers**

### **LDH Trailer, Open Trailer, Storage Container & Decontamination Trailer**

12-16-2025 Open trailer and Holiday sled provided to District #7 for Holiday event.

12-24-2025 Open trailer placed back in main lot.

### **Equipment**

12-3-2025 – FF O. Hernandez was issued gear by 247.

Insurance cards picked up from town hall and placed in all vehicles.

12-15-2025 – Snowblower started with electric start. The remaining fuel was run off and replaced with trufuel. Clutch/Auger engaged with no issue. Tested several times with no problems.

12-24-2025 one 4-way gas meter from Engine 2-1 malfunctioning. Taken OOS.

### **Building and Grounds**

11-28-2025 - Shoreline for EMS near Bay Door #4 is not working and cord head needs replacement. Tagged out of service, will need electrician for proper repair.

11-29-2025 – ODP assisted with apparatus decoration and their removal for the holiday light parade.

12-3-2025 – Firetex conducted kitchen hood service.

2 bad strands of Christmas lights replaced on outside bushes.

12-7 – Engine 2-2 participated in the Township parade.

12-11-2025 – NJ Door Works made repairs to bay door #4. The photo sensors on both sensors at the door bottoms were replaced.

12-12-2025 – Holiday sled returned by District #8. Placed in Bay #2 temporarily.

12-16-2025 Airpower Intl. here for scheduled service and testing.

12-20-2025 2215 WPD Officer Schneider came requesting digital video data for MVC that occurred on 12-19-25. Compiled and contacted him back for pick up. ODP waited until 2330. Flash drive placed in envelope in watch room.

12-24-2025 ODP placed holiday sled in Lee Street Container.

Delivery from FedEx received (Home Depot order of Wi-Fi extender.

12-28-2025 Apparatus bay door #4 malfunctioning. Will not close. Notified OM Small.

Bailout wall extension placed back in Lee Street Storage Container

Vehicles in apparatus bays reorganized.

12-30-2025 New Jersey Door Works here to repair App bay door #4. Replaced the circuit board for the safety eye sensors. Service tech advised that if the problem persist the entire safety eye sensor system may need to be replaced as it is 25 years old. Working properly at this time.

1900 Power outage in the immediate area – Station Back-up generator did not engage. ODP jump started the building generator. Cooper Power contacted. Scheduled to come out to diagnose problem on January 6.

### **Fuel**

12-16-2025 Engine 2-2 added 24.69 gallons of fuel at WTDWW

### **Training**

12-5-2025 On board training for 2 new volunteer probationary firefighters. Sexual/workplace harassment, SOGs, BBP, RTK, Door Code Confidentiality agreement, Tuition reimbursement policy disclosure, Orientation, SCBA and apparatus equipment provided by C6.

12-12-2025 C6 reviewed foam cell procedure and operation on Engine 2-1 with 2415.

12-16-2025 C6 reviewed proper SCBA refilling station operations and use with ODP as per newly provided instruction manual by Airpower Intl.

12-23-2025 ODP and several members involved in Driver Operator Course at Lot B off Prologis Way.

12-24-2025 C6 reviewed foam cell procedure and operation on Engine 2-1 with 249 and 2411.

12-28-2025 training schedule adjusted as needed. Notification to administration and staff emailed. Calendars adjusted.

C6 sent drill log for the first half of 2025 to NJDCADFS for department instructor local delivery CEU's

### **Pre-Planning**

### **Disposal List**

### **Special Details**

Officially,

Captains

Paul DeLeo

Richard Fritzsch

Evan Douglas

Anthony Terebetsky

Justin Holloway

2026-1-1

RESOLUTION  
BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO. 2

WHEREAS, the Treasurer of Fire District No. 2 reports that certain 2025 budget appropriations have insufficient balances to meet the 2025 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	
G-01-F/Firefighters	\$ 21,850.00	G-01-C/Captain	\$ 21,850.00
H-01-02/Unemployment	341.00	H-10-10/Payroll Prep-ADP	341.00
H-03-01/Fire Hydrant	<u>1,250.00</u>	H-26-03/Building Maint	<u>1,250.00</u>
 TOTAL	 \$ <u>23,441.00</u>	 TOTAL	 \$ <u>23,441.00</u>

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

Robert Santorelli, President	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
JoAnn Molnar, Vice Pres	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Stephen Weber, 2 <sup>nd</sup> V.P.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Mark Cinelli, Treasurer	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Daniel Eagan, Secretary	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Adopted, January 5, 2026  
Date

Daniel Eagan, Treasurer Daniel Eagan

2026-1-2

# 2026 ADOPTED BUDGET RESOLUTION

## Woodbridge Township FD No. 2

### FISCAL YEAR: January 1, 2026 to December 31, 2026

WHEREAS, the Annual Budget for the Woodbridge Township FD No. 2 (the 'Fire District') for the fiscal year beginning January 1, 2026 and ending December 31, 2026 has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of January 5, 2026; and

WHEREAS, the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the adopted budget 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 presented for adoption reflects Total Revenues of \$4,825,771.10 which includes amount to be raised by taxation of \$4,759,189.10, and Total Appropriations of \$4,825,771.10; and

WHEREAS, an election shall be held annually on the third Saturday of February in each established fire district to determine the amount to be raised by taxation for the ensuing year;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District at an open public meeting held on January 5, 2026 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2026 and ending December 31, 2026 is hereby adopted and, shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$4,825,771.10, which includes amount to be raised by taxation of \$4,759,189.10, and Total Appropriations of \$4,825,771.10; and

BE IT FURTHER RESOLVED, that the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

BE IT FURTHER RESOLVED, that an annual election shall be held on the third Saturday of February to determine the amount to be raised by taxation for the ensuing year. The results of which shall be subsequently certified to the Division and the Municipal Assessor.

EAGAN.D@PRFDNJ02.ORG

1/5/2026

(Secretary's Signature)

(Date)

#### Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
ROBERT <del>CINELLI</del> Santonelli	X			
JOANN MOLNAR	X			
STEPHEN WEBER	X			
MARK CINELLI	X			
DANIEL EAGAN	X			