

**PORT READING BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO. 2  
PORT READING, NJ 07064  
September 5, 2025**

The Board Accountant read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of September 5, 2025 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 August 4, 2025 meeting were reviewed.

MOTION made by Comm. Molnar to accept the August 4, 2025 Minutes, seconded by Comm. Weber. All in favor 5-0.

**TREASURER'S REPORT:**

|                             |                        |
|-----------------------------|------------------------|
| Balance                     | \$ 3,846,017.39        |
| Deposits                    | \$ 800.00              |
| Interest                    | \$ 4,276.00            |
| Payroll                     | \$ (107,494.16)        |
| Payroll Tax/Adjustments     | \$ 2,293.38            |
| Disbursements for the Month | <u>\$ ( 77,686.54)</u> |
| Ending Balance              | \$ 3,668,206.07        |

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

**BILLS TO BE PAID:** \$ 77,686.54

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

**CAPTAIN'S REPORT:**

The Captain's Report was submitted and reviewed.

MOTION made by Comm. Molnar to accept the Captain's Report, seconded by Comm. Cinelli. 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.

**CHIEF'S REPORT:**

The Chief's Report was not submitted since he was out on a fire call.

**TAXPAYER COMMENTS:**

There were no comments from the Taxpayers.

**UNFINISHED BUSINESS:**

Comm. Weber inquired about where we stand with the quotes for the lights and sirens for the utility vehicle. Operations Manager Small received three quotes and suggested using the quote from Newark.

MOTION made by Comm. Weber to move forward with the quote for the lights and sirens for the utility vehicle, not to exceed \$5600.00, seconded by Comm. Molnar. All in favor 5-0.

Comm. Molnar was notified by the Middlesex County Public Works regarding the "Do Not Block Box " on Port Reading Ave and West End side which is on the list. They will not be doing it themselves, but subcontracting the job so there is no way to know when the work will be done.

**NEW BUSINESS:**

Comm. Cinelli stated that we will need to change the bank account information for direct deposit for the Turnpike Authority.

MOTION by Comm. Cinelli to approve the reimbursement of lodging for those attending the Fire Convention in Wildwood, seconded by Comm. Weber. All in favor 5-0.

**OPERATIONS MANAGER:**

Operations Manager Small reported that Captain Terebetsky requested a four person shift Thursday afternoon through Sunday evening at 6pm to cover those attending the Wildwood Convention.

Comm. Santorelli stated that the Ladies Auxiliary is holding a craft fair in October and requested that the banner be displayed outside.

Operations Manager Small announced that the Township Trunk or Treat is October 23 from 6pm-8pm on Main Street and the career staff would like to attend.

Operations Manager Small stated that the career staff would like to attend the 9/11 Ceremony.

Operations Manager Small reported that there were broken sprinkler heads that Dave Matyi fixed and will be submitting a bill.

Motion made by Comm. Molnar to enter Executive Session at 6:06pm, seconded by Comm. Cinelli.

**EXECUTIVE SESSION:**

Out of Executive Session at 6:21 pm

**TAXPAYER COMMENTS:**

Ken Galvach stressed the importance of the "Relief Association" for volunteers and expressed his concerns that someone will always stay on top of it, since it has the potential to fall through the cracks down the road. Comm. Molnar suggested that Captain Holloway write up the responsibilities since he is currently overseeing this and doing a great job. There was a discussion to look into the bylaws and suggested that a stipend be given for this role.

Joe Zullo inquired about the condition of the outdoor sign, which is no longer working. Comm. Molnar stated that they are working on prices for a new sign for next year.

MOTION to adjourn meeting at 6:26 pm made by Comm. Molnar, 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

September 2, 2025

Treasurer's Report

|                                   |                      |
|-----------------------------------|----------------------|
| BEGINNING BALANCE                 | \$ 3,846,017.39      |
| Deposits                          | 800.00               |
| Interest                          | 4,276.00             |
| Payroll                           | ( 107,494.16 )       |
| Payroll Tax/Adjustments/Transfers | 2,293.38             |
| Disbursements for the Month       | <u>( 77,686.54 )</u> |
| ENDING BALANCE                    | \$ 3,668,206.07      |

12:16 PM

## BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

09/02/25

## ADD-ON BILLS

Accrual Basis

September 3, 2025

| Date                          | Num  | Name            | Memo  | Amount           |
|-------------------------------|------|-----------------|---|------------------|
| <b>Voucher 2 - Northfield</b> |      |                 |   |                  |
| 09/03/2025                    | 1396 | PAUL DELEO..    | Reimbursement - Uber car service to pick up engine 2-2 ser... | -40.94           |
| 09/03/2025                    | 1397 | FRANCIS CAMP... | E-mail Hosting/Support -July 2025                             | -319.50          |
| 09/03/2025                    | 1398 | FRANCIS CAMP... | E-mail Hosting/Support -August 2025                           | -319.50          |
| 09/03/2025                    | 1399 | FRANCIS CAMP... | E-mail Hosting/Support -September 2025                        | -319.50          |
| 09/03/2025                    | 1400 | THE HARTFOR...  | Life Ins Customer#011215320001-2/Po#734229 -09/01/202...      | -349.80          |
| Total Voucher 2 - Northfield  |      |                 |   | -1,349.24        |
| <b>TOTAL</b>                  |      |                 |   | <b>-1,349.24</b> |

# BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

## BILL LIST

August 5 through September 2, 2025

08/27/25

| Date                          | Num  | Name                     | Memo                                     | Amount            |
|-------------------------------|------|--------------------------|--|-------------------|
| <b>Voucher 2 - Northfield</b> |      |                          |  |                   |
| 08/05/2025                    | 1361 | Absolute Fire Protect... | 2021 E-One Pumper (2-1) -Parts ...       | -1,828.73         |
| 08/05/2025                    | 1362 | C and C Towing and...    | Ford F-350 Inspection , Door swit...     | -839.95           |
| 08/05/2025                    | 1363 | David Matyi              | 1300-1530 pick up engine 2-1 an...       | -75.00            |
| 08/05/2025                    | 1364 | Dockside Bait and T...   | Fuel                                     | -65.72            |
| 08/05/2025                    | 1365 | Ken Galvach.             | 2-1 to Absolute                          | -75.00            |
| 08/05/2025                    | 1366 | NAPA Auto Parts of ...   | Supplies                                 | -59.96            |
| 08/05/2025                    | 1367 | Rivalry Sports Apparel   | (24) Bayside heavyweight T-shirt         | -636.00           |
| 08/05/2025                    | 1368 | TOWNSHIP OF W...         | Fuel 4/01/2025 - 06/30/2025              | -1,610.65         |
| 08/05/2025                    | 1369 | Witmer Public Safet...   | Customer ID#2454 -Retractable L...       | -193.28           |
| 08/05/2025                    | 1370 | Absolute Fire Protect... | 2021 E-One Pumper (2-1) -Parts ...       | -1,137.50         |
| 08/05/2025                    | 1371 | GRAINGER                 | A/C# 887690728 Supplies                  | -34.28            |
| 08/06/2025                    | 1372 | Bianchi Landscaping      | removed stumpos, commercial rou...       | -1,600.00         |
| 08/06/2025                    | 1373 | C and C Towing and...    | Ford F-350 lube oil and filter , 2 fr... | -788.16           |
| 08/06/2025                    | 1374 | Roosevelts Deli          | Refreshments for Vinny Martino p...      | -779.64           |
| 09/02/2025                    | 1375 | Absolute Fire Protect... | 2021 E-One Pumper (2-1) -Pump...         | -650.00           |
| 09/02/2025                    | 1376 | Brian A Bontempo         | Monthly Fee -September 2025              | -901.68           |
| 09/02/2025                    | 1377 | EHRLICH                  | Commercial Pest General Mainte...        | -113.16           |
| 09/02/2025                    | 1378 | Elizabethtown Gas        | Account # 2202559020 - Firehou...        | -109.33           |
| 09/02/2025                    | 1379 | Fire Dex GW LLC          | Turnout Gear Cleaning & Inspecti...      | -1,758.00         |
| 09/02/2025                    | 1380 | Fords Fire District 7    | Dispatch Service -September 2025         | -6,403.33         |
| 09/02/2025                    | 1381 | GRAINGER                 | A/C# 887690728 Supplies                  | -58.85            |
| 09/02/2025                    | 1382 | Home Depot Credit ...    | Account #6035 3225 4098 2968 ...         | -1,305.13         |
| 09/02/2025                    | 1383 | Ken Galvach.             | 2-1 to Absolute -08/20/2025              | -75.00            |
| 09/02/2025                    | 1384 | Maria Bucsanszky E A     | Monthly Fee September 2025               | -2,975.00         |
| 09/02/2025                    | TEPS | New Jersey State He...   | ACTIVE- Health and Prescription ...      | -15,634.17        |
| 09/02/2025                    | 1385 | PORT READING L...        | 2025 Stipend - Memorial day brea...      | -662.20           |
| 09/02/2025                    | 1386 | PSEG                     | ELECTRIC BILL-Summary Acco...            | -2,054.93         |
| 09/02/2025                    | 1387 | STATE OF NEW JE...       | Assessment 0-226-002-948/000-...         | -143.08           |
| 09/02/2025                    | 1388 | Tyler Technologies Inc   | C/S# 55417 - Pre Plans , mobile ...      | -4,444.45         |
| 09/02/2025                    | 1389 | VERIZON WIRELE...        | 742492817-00001/Cell Phone Ju...         | -80.02            |
| 09/02/2025                    | 1390 | Witmer Public Safet...   | Customer ID#2454 -Fire Hero xtr...       | -510.59           |
| 09/02/2025                    | 1391 | Woodbridge Fire Dis...   | Reimbursement - Vision & Dental...       | -2,559.18         |
| 09/02/2025                    | 1392 | Absolute Fire Protect... | 2021 E-One Pumper (2-1) - Repa...        | -2,876.61         |
| 09/02/2025                    | 1393 | Comcast of New Jer...    | Account #8499 05 340 0759643-l...        | -340.93           |
| 09/02/2025                    | 1394 | Maria Bucsanszky E A     | Reimbursement 1 roll of stamps           | -78.00            |
| 09/02/2025                    | 1395 | MIDDLESEX WATE...        | Acct # 3046515564-Hydrant Serv...        | -15,895.41        |
| 09/02/2025                    | TEPS | New Jersey State He...   | RETIREE- Health and Prescriptio...       | -8,333.62         |
| Total Voucher 2 - Northfield  |      |                          |  | -77,686.54        |
| <b>TOTAL</b>                  |      |                          |  | <b>-77,686.54</b> |

# Port Reading Fire Department

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## ***Captains' Report – July 31, 2025 - August 27, 2025***

### **Engine 2-1**

7-31-2025 - Cold Fire extinguisher placed and tagged out of service, used at incident and awaiting concentrate to refill. Water extinguisher placed and tagged out of service, broken gauge.

8-11-2025 - 4-way gas meters #4 showing "Error O2". Placed out of service and tagged for repair.

8-16-2025 - Engine 4-way gas meters #2, #3 and #4, all out of service.

### **Engine 2-2**

8-20-2025 2-2 taken to Absolute for annual PM and pump testing.

8-26-2025 – C6 picked up Engine from service technician upon completion of annual preventative maintenance and pump test. Replaced removed equipment back on apparatus. Transport service for C6 voucher and receipt submitted.

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

### **Support Pick-Up 2-3-4**

7-31-2025 - Placed key to Millwright Building at Buckeye onto keyring.

### **Fire Company Vehicle 2-3-5**

8-1-2025 – 2-3-5 returned from service at C & C in Fords.

8-23-2025 - Unit to NJMVC for vehicle inspection, passed.

### **Support Unit 2-3-6**

8-1-2025 – 2-3-6 taken to C & C in Fords for oil change and issue in front drivers side wheel.

### **Fire Prevention Vehicle 2-3-7**

8-23-2025 - Unit to NJMVC for vehicle inspection, passed.

### **Marine 2-3-8**

8-1-2025 – Water found in front hold. Items placed out to dry.

8-6-2025 Filled back up fuel tank and installed on vessel.

8-22-2025 Needs American Flag

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

8-22-2025 HG-1 brought to station temporarily for maintenance

8-26-2025 ODP completed lubricating Ambassador Gun and returned to Buckeye Cliff Road lay down yard.

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

7-31-2025 - Placed protective cover back onto 7 ¼" hose trailer. Hose trailer relocated into Millwright Building at Buckeye.

**Equipment**

7-31-2025 - Water extinguisher on 2-1 has damaged gauge. Tagged out of service for repairs.

8-1-2025 - C6 bunker pants taken to AFD for washing.

8-5-2025 – New fire boots delivered and issued to FF Kreusch.

8-8-2025 - Approved Fire Protection conducted annual Fire Extinguisher inspections.

8-9-2025 – Ordered new bailout harness for C^.

8-12-2025 - Approved returned the following extinguisher post-inspections from repairs: 1 20# ABC extinguisher, 1 CO2 extinguisher, 1 Water extinguisher, 1 Purple K extinguisher and 1 Wet Chemical kitchen extinguisher.

8-15-2025 – 2025 Port Securities Grant submitted by C11.

8-18-2025 Stihl vent saw out of service. Pull chord damaged and starting issue.

8-20-2025 - NJ Fire Equipment picked up four (4) SCBA bottles for hydro testing off 2-1, bottles # 1013, 1014, 1015 & 1016.

8-26-2025 – Received delivery of 5 National Hose thread 2.5 plastic protective caps from Grainger

Received NAPA delivery of new grease gun and two refill tubes.



### **Building and Grounds**

8-4-2025 - Commissioners meeting held in Meeting hall. Filled 2 SCBA bottles for Woodbridge FD.

8-5-2025 – ODP filled dunk tank at Alvin Williams for community event. 2-2 at event from 1730 – 2100.

8-6-2025 Received delivery of back up fuel tank for M238.

8-22-2025 Lawn maintenance

8-26-2025 C6 Power washed PRA building façade over apparatus bays.

### **Fuel**

8-3-2025 - Engine 2-1 → 24.99 gallons.

8-6-2025 Engine 2-1 added 22.30 gallons of fuel at WTDWW.

8-8-2025 - Unit 2-3-6 → 9.003 gallons.

8-12-2025 - Engine 2-1 → 23.00 gallons.

8-18-2025 Engine 2-2 22.45 gallons.

8-19-2025 - Marine 2-3-8 → 8.846 gallons at Dockside.

8-20-2025 - Engine 2-1 → 23.00 gallons. Unit 2-3-3 → 20.828 gallons.

8-24-2025 - Unit 2-3-4 → 10.000 gallons.

8-26-2025 Engine 2-2 added 27 gallons of diesel at WTDWW

### **Training**

8-1-2025 Tour 2 completed assigned Vector training.

8-6-2025 ODP trained with Engine 2-2 on 2K gpm and JP-60 foam proportioner.

8-7-2025 C8 completed Vector NFPA 1001 Fire Control assignment.

ODP toured Amazon's CNG yard in District 1.

8-9-2025 FF Diaz completed fit testing at WFD.

8-13-2025 – Tour 2 trained on deployment and repacking of minuteman hose load on 2-2.

8-17-2025 – C11 completed in house training modules on equipment and hoses with FF McGuire. He has now completed his in house training.

8-18-2025 Received confirmation for FF1 enrollment at the MCFA for Volunteer Probationary FFs #138 and 139.

8-20-2025 - C-12 completed online Vector training, Fire Control.

8-21-2025 Tabletop Meeting discussion in hall for upcoming Multi-Agency drill.

8-25-2025 – FF McGuire completed fit testing at WFD.

8-26-2025 ODP review supply line deployment methodology

8-27-2025 - Monthly training: Boat Towing Drill with US Coast Guard Auxiliary members

### **Disposal List**

8-26-2025 Old Grease Gun

### **Special Details**

8-27-2025 - Engine 2-2 with personnel participated in annual drill with Woodbridge Fire District #1 at Shell Oil, 111 State St, Sewaren.

Officially,

Captains

Paul DeLeo

Richard Fritzsich

Evan Douglas

Anthony Terebetsky

Justin Holloway

### **Pre-Planning Captain's Report**

- 7-31-2025 - Pre-Planning event at Amazon, 34 Cutters Dock Road, attended by Tour #1 (C-12, 2-4-12, 2-4-16 & 2-L-1).
- 8-7-2025 - Pre-Planning event at Amazon, 34 Cutters Dock Road, attended by Tour #4 (C-8, C-13 & 2-4-11).
- On 7-31-2025, found issue with MobileEyes not syncing in Engine 2-1, showing error code #500. Placed call into MobileEyes Help Desk to resolve issue.
- On 8-12-2025, follow up call to MobileEyes regarding syncing of Port Reading pre-plans in Engine 2-1. Still receiving error code #500. Never received a follow up call from them when placed on 7-31-2025. Work ticket created with MobileEyes. Engine 2-2 and mutual aid Departments in Engine 2-1 working correctly. Issue corrected later that afternoon, internal issue at MobileEyes.
- Updated all SDS sheets for Colonial Pipeline, 400 Blair Rd, Avenel.
- Began updating structure listing at Buckeye, 750 Cliff Rd.
- On-going commercial binder listing updates.

Respectfully submitted,

Captain Anthony S. Terebetsky