

Jackson Board of Fire Commissioners, District 2

Minutes of January 12, 2012

ATTENDANCE: John Poppe Jr., Mike McLaughlin, Jason Symons, Chuck Bunnell, and Attorney, Rich Braslow

ABSENT: James Hammond

Pursuant to the open public meetings act, this meeting was duly advertised in the Tri town news and provided to the Township Clerk all within 48 hours prior to the meeting.

Called to order at 7:00 p.m. By Attorney Braslow.

Motion to open the Budget Hearing by Commissioner Poppe, Jr., seconded by Commissioner Bunnell.
VOTE: AYES: Commissioners Poppe, Jr.; McLaughlin, Symons and Bunnell. NAYS: None

Public hearing on 2012 Budget – no questions raised.

Motion to close the Budget Hearing by Commissioner Poppe, Jr., seconded by Commissioner Bunnell.
VOTE: AYES: Commissioners Poppe, Jr.; McLaughlin, Symons and Bunnell. NAYS: None

ATTORNEY'S REPORT: Attorney Braslow reported that the Governor signed legislation that makes changes to the budget for the Fire Districts. Also the Legislation was passed creating that the Fire Districts must now maintain an internet website and they have 13 months to do this. Also it was noted that you can utilize the Township's website. Need to keep three years of financials, minutes, list of commissioners, offices, etc.

Bill drafted to amend the special Capital meeting requirements 20 days' notice instead of 10, various changes. DCA not happy with it, but it's the law when signed. Will keep the Board posted.

Election update: All forms are filled out, registry list requested, military notice has been published.

Discussion regarding the form letter received from the realtor. Braslow to get with her and have it reworded and then the Braslow will sign on behalf of the Board. To be discussed later.

Resolution for the Flexible Spending Account which was approved at December's meeting is received.

Motion to approve the Resolution appointing Joe Mergner to Lieutenant effective January 1, 2012.

Motion by Commissioner Poppe, Jr; seconded by Commissioner McLaughlin. VOTE: AYES: Commissioners Poppe, Jr.; McLaughlin, Symons and Bunnell. NAYS: None

SECRETARY'S REPORT: Motion to approve September 8, 2011 minutes by Commissioner Poppe, Jr; seconded by Commissioner Symons. VOTE: AYES: Commissioners Poppe, Jr.; McLaughlin, Symons and Bunnell. NAYS: None

Motion to approve December 8, 2011 minutes by Commissioner Poppe, Jr.; seconded by Commissioner Symons. VOTE: AYES: Commissioners Poppe, Jr.; McLaughlin, Symons and Bunnell. NAYS: None

Motion to approve Special Meeting December 28, 2011 minutes by Commissioner Poppe, Jr; seconded by Commissioner Symons. VOTE: AYES: Commissioners Poppe, Jr.; McLaughlin, Symons and Bunnell. NAYS: None

Commissioner Bunnell discusses the copier in the office. It is over 10 years old and speaking with Bonnie and Ginny, he feels the best way is to lease. Would like to check out the company that District 3 uses.

CHIEF'S REPORT: Chief Poppe advises that the fit testing is underway. Recertifications are being rescheduled with 55 during the day and nighttime with us.

Chief would like to start reviewing the SOGs at the next officer meeting and will need one Board member. Mike McLaughlin will attend.

Chief talking with Kevin Curry about laptops for chief's car. He has a way to do reports from chief's car and send to them to the computer. But needs a way to send them. Chief requests the Board to cover the cost of his phone. Commissioners agree to pay the internet plan for his phone or \$20 per month to be contributed towards the internet plan.

TREASURER'S REPORT:

.

CAREER STAFF REPORT: Lt. Mergner discusses various truck repairs with the Commissioners. Commissioners approve to replace light fixtures; pocket size ems sheets from Moore medical; and the Dell Optimum computer requested by KC Computers. Also needs approval to get rid of Bauer and move the bottles and fill station to the other building. Will keep the current safety valves on it and staying with the 5000 psi for now. They're just hooking it up

Firehouse software is behind on the maintenance. Need the approval of \$440 to bring it up to date until June.

Discussion regarding the Redi Key system. Will cost about \$1,817 to fix the current system. The system is only on one computer and only one person has access to it. Would like to put in key pads and members can have the codes to the doors they need. Mr. Keys can change everything out. Commissioner McLaughlin recommends security cameras. Board would like the d key to room with table and chairs. Lt. Mergner to get accurate pricing and what can be done and table this item to the next meeting.

Discussion regarding the "Fires" program that District 3 uses and spoke with Kevin about sharing the costs of the license with District 3 and adding in District 2's employees. Only District 2 would see District 2 and only District 3 would see District 3. Motion by Commissioner Poppe, jr. to utilize District 3's program and share the cost of the annual maintenance; seconded by Commissioner Bunnell. . VOTE: AYES: Commissioners Poppe, Jr.; McLaughlin, Symons and Bunnell. NAYS: None

Lt. Mergner discusses the fire on Bowman Road and that they will be submitting the Bills for Food and such.

Discussion regarding the sizing of Lt. Mergner's uniform and gear. Motion to have Lt. Mergner sized for new gear by Commissioner Poppe, jr.; seconded by Commissioner Symons. Coat is \$1,388, Pants are \$969. . VOTE: AYES: Commissioners Poppe, Jr.; McLaughlin, Symons and Bunnell. NAYS: None

Discussion regarding Knox box. Lt. Mergner advised that Fire Official McDonnell has the program. But the Commissioners will send a directive to Ginny to release the users to the program. Also to locate the Digital Camera. Still looking for the Peña Gauge. Board to look into the missing equipment.

Board discusses Ginny's report: DCA ok with the Budget. Need new accounting software. Chuck to get in contact with Kevin. Upgrade word processing. True Green Lawn service will not renew. Board decides to keep it in house.

Resolution appointing Martha Carol to do the Audit. Motion to accept by Commissioner Poppe, jr.; seconded by Commissioner McLaughlin. . VOTE: AYES: Commissioners Poppe, Jr.; McLaughlin, Symons and Bunnell. NAYS: None

Commissioners to get the office cleaned up over the next few weeks.

There is an outstanding invoice with MUA. Also outstanding insurance claim for 5601. All paperwork was handed to Ginny. Board to look into.

Discussion regarding the blazer. Going thru three quarts of oil a month. Board advises him to use the Excursion. Resolution read by Attorney to dispose of the Chevy Blazer thru GovDeals. Motion by Commissioner Poppe, jr. and seconded by Commissioner Symons. VOTE: AYES: Commissioners Poppe, Jr.; McLaughlin, Symons and Bunnell. NAYS: None

Further discussion regarding letter from Real Estate. Timing for project not good. DCA not approving big projects. Attorney cannot send the letter right now. Attorney to call Realtor and explain the situation.

Motion to close for Executive Session by Commissioner Poppe, Jr.; seconded by Commissioner McLaughlin. . VOTE: AYES: Commissioners Poppe, Jr.; McLaughlin, Symons and Bunnell. NAYS: None

Executive session: 8:11 to 8:28 p.m.
Personnel matters discussed

Motion to close Executive by Commissioner Poppe, Jr.; seconded by Commissioner McLaughlin. . VOTE: AYES: Commissioners Poppe, Jr.; McLaughlin, Symons and Bunnell. NAYS: None

Commissioner Symons leaves at 8:40 for work.

Lt. Mergner advises the Board that their new Firefighter is doing well. They will swear him in at the February meeting.

Lt. Mergner requests monies to stock 5647 with EMS equipment but Board would rather wait until the truck is fully stocked before it is used but needs to wait until the Budget is approved.

Lt. Mergner advises that John Poppe, III has just completed his one year probation and has no Class A uniform except his past Chief's uniform, which he cannot use. Lt. Mergner also needs a class a uniform. Board approved getting class a uniforms pending the availability of monies.

Motion to adjourn by Commissioner Poppe, seconded by Commissioner McLaughlin. Meeting closed at 8:50p.m. VOTE: AYES: Poppe, McLaughlin, and Bunnell. NAY: None.