

**Jackson Board of Fire Commissioners, District 2**

**Minutes of December 8, 2011**

ATTENDANCE: John Poppe Jr., James Hammond, Mike McLaughlin, Chuck Bunnell,  
ABSENT: Jason Symons

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.

**ATTORNEY'S REPORT:**

There is legislation on the Governor's desk that will give you the right to amend your budget at any given point if receive additional revenue. This will help with Grants, etc.

Notice of First Petitions was provided. Petitions are due in January 20 and the election will be held on Saturday February 18, 2012.

Resolution read to adopt the Audit. Motion by Commissioner Bunnell, seconded by Commissioner Poppe. VOTE: AYE: Poppe, Hammond, McLaughlin and Bunnell. NAY: None

Budget introduced, public hearing will be January 12 at 7 p.m. Final Capital appropriation to be determined.

Resolution to adopt the temporary budget 14% of last year's operating budget. Motion by Commissioner Poppe, seconded by Commissioner Bunnell. VOTE: AYE: Poppe, Hammond, McLaughlin and Bunnell. NAY: None

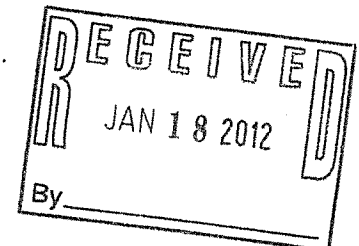
Resolution read for Budget transfers and reserves. . Motion by Commissioner Poppe, seconded by Commissioner Bunnell. VOTE: AYE: Poppe, Hammond, McLaughlin and Bunnell. NAY: None

**SECRETARY'S REPORT:** Minutes tabled.

**CHIEF'S REPORT:**

Chief advised that they one Structure Fire and a couple of nasty motor vehicle accidents. Public Relations work is continuing. Member and Truck was asked to participate in the tree lighting. Chief will be attending the Mayor's emergency response meeting on December 15. There will be a Deputy Fire Chief for OEM discussed. The Chiefs have all endorsed and the Person gladly accepted. Mayor will implement the Chief's suggestions regardless of the OEM Director.

Chief Thanks the Board for the support he has received thru good and bad times.



**CAREER STAFF REPORT:**

Joe received an estimate for the roof repair with an estimated cost of \$130,000. Roofing materials for the entire firehouse is \$110,000. Joe to get additional prices.

Joe received quotes for servicing the generator. Central Jersey Generator is a new company and is looking for \$700 for the year, which includes two visits. Wharshaeur the current company charges \$825 with two calls for the year. Attorney Braslow to read over the Agreement.

Jays lettering work done on Adams Truck. Need Request signed to purchase. Commissioner McLaughlin to sign.

SCBA is due for Hydro testing in January/February. Joe found new company that will hydro test and save them \$12 a bottle if we fill with them. Commissioner Bunnell makes a motion to do it now. Commissioner Poppe Seconded. Price to be \$20.00 a bottle – Coastal Fire Systems incorporated.

Discussion on laptop. Joe to get prices for Dell latitude. Dell wants \$2,300. Motion to get laptop now by Commissioner Bunnell, seconded by Commissioner McLaughlin. VOTE: AYE: Poppe, Hammond, McLaughlin and Bunnell. NAY: None

Discussion regarding Knox Box info. Frank McDonnell to handle all Knox Box info, Joe will train with Frank.

Joe found a deal on a desk top. Accounting firm recycles their computers; wipes them clean and then sell them after bring them back to manufacture specs. The Cost is \$144 for a computer tower. They're a lot better than what we have here. Commissioner Bunnell's concern is the used computers capabilities to handle our workload. Joe to contact Kevin Curry to see his thoughts on the used units and if it would be worth going for them. Motion to approve if it meets with Kevin's approval. Joe to call Kevin Tomorrow. Motion by Commissioner Poppe, seconded by Commissioner Bunnell. VOTE: AYE: Poppe, Hammond, McLaughlin and Bunnell. NAY: None

Ed from Elite gave a rough estimate for 3 roof heating units for a cost of \$22,000 for all three units. Will need to bring the units up to the new codes.

Motion to hold Special Capital Meeting for the Roof, Heating Units and front pad, not to exceed \$200,000. \$100,000 for the roof, \$40,000 for the heating units and \$50,000 for the front pad. Capital Meeting is needed with 10 days' notice and needs to be done prior to the end of the year. Meeting to be on December 28 at 7:00 p.m. Motion by Commissioner Poppe, seconded by Commissioner McLaughlin. . VOTE: AYE: Poppe, Hammond, McLaughlin and Bunnell. NAY: None

Discussion regarding the Architect to build the Firehouse on the land and entire cost of clearing the lands will be about 3.7 million. Special election would be better if the Board decides to go with this project.

Joe wrote a letter to Jim to have his company clear out their information and return the alarm system to factory default within 30 days. Once this happens Garden State Fire will get the alarm up and running. Garden state to do work with the key fobs. Joe came up with a couple of ideas. Taking the

reader off the tool room door, removing the reader on the hall storage door and installing the reader on conference room, one on each side. 21 or older will only have access. Security keypad for tool door and hall storage, if needed.

5621 has an exhaust smell. Hooked up to computer to see what's going on, exhaust smell is inside the truck. 5605 getting the generator working again and the work will be done tomorrow.

Fire Company has completed a lot of work in the hall. Ceiling completely redone, smoke eaters completely removed from the hall and bar. Sound system done and all painting is done.

Assistant Chief advises that all brakes are fixed. Tires need replacing. State contract new tires are \$896 Motion to get four tires by Commissioner Bunnell, seconded by Commissioner McLaughlin. VOTE: AYE: Poppe, Hammond, McLaughlin and Bunnell. NAY: None

New turnout gear came in and they are trying to get it resolved and in service.

Chief looking into Wawa fleet card and Quick Check. Don't have Sunoco Fleet card. Looking for a fleet card that is good everywhere. Chief of Ridgeway opened quickcheck and participated in program and all proceeds of food went to Fire Company for 6 months. Seeking out regional manager to see if it can be set up.

#### TREASURER'S REPORT:

Motion to approve the bills by Commissioner Bunnell, seconded by Commissioner McLaughlin. VOTE: AYE: Poppe, Hammond, McLaughlin and Bunnell. NAY: None

All hydrants are to be painted, No more blow off valves.

Motion to close public meeting at 7:53 p.m. and go to Executive session for Personnel matters by Commissioner Bunnell, seconded by Commissioner Poppe. VOTE: AYE: Poppe, Hammond, McLaughlin and Bunnell. NAY: None

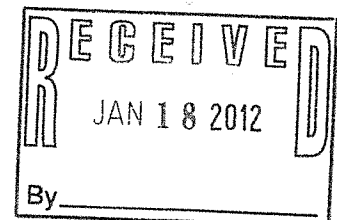
Motion to close executive at 8:16 p.m. by Commissioner Poppe, seconded by Commissioner Hammond. . VOTE: AYE: Poppe, Hammond, McLaughlin and Bunnell. NAY: None

Board to look into upgrading word processing system and the accounting software system. New computers cannot handle the old programming.

Resolution read to open hearing of creation of Lieutenant Position. Motion to accept by Commissioner Bunnell, seconded by Commissioner Poppe. . VOTE: AYE: Poppe, Hammond, McLaughlin and Bunnell. NAY: None

Hearing Closed. Motion by Commissioner Poppe, seconded by Commissioner Bunnell. . VOTE: AYE: Poppe, Hammond, McLaughlin and Bunnell. NAY: None

Motion to adopt Resolution of Second Reading of Lieutenant's position, resolution 32-11. Motion by Commissioner Poppe, seconded by Commissioner Bunnell. . VOTE: AYE: Poppe, Hammond, McLaughlin and Bunnell. NAY: None



Motion to introduce the Budget by Commissioner Poppe, seconded by Commissioner Bunnell. . VOTE:  
AYE: Poppe, Hammond, McLaughlin and Bunnell. NAY: None

Resolution read to hire Justin Hanson as a Firefighter for District 2. Motion by Commissioner Poppe,  
seconded by Commissioner McLaughlin. . VOTE: AYE: Poppe, Hammond, McLaughlin and Bunnell.  
NAY: None

Joe Mergner promoted to Lieutenant.

Realtor discussed securing property for the new firehouse. Commissioner Bunnell advised that we  
cannot put it on the ballot with our election. We will need a special election. Board authorized her  
to put in writing the Board's interest and understands that it is a Risk for them to remove it from the  
market. Letter will go to Attorney Braslow for his review.

Motion to adjourn by Commissioner Poppe, seconded by Commissioner Bunnell. Meeting closed at  
8:46p.m. . VOTE: AYE: Poppe, Hammond, McLaughlin and Bunnell. NAY: None

---

MICHAEL MCLAUGHLIN, SECRETARY