
Iselin District #11 Board of Fire Commissioners

Meeting Minutes April 2, 2025

Call to order

In accordance with the Public Open Meeting Act, all provisions have been met by our annual announcement in The Star Ledger.

The meeting was called to order by Commissioner Steve Freeman on April 2, 2025, at 7:00 p.m. Roll call was taken. Commissioners in attendance: Freeman, Ference, Karlin, Sandklev and Smith. Also in attendance were Chief Chris Wertz, Asst. Chief Ryan Malheiro and Fire Official Nordveit.

Approval of minutes

Commissioner Sandklev made a motion to approve the minutes from the March 5, 2025, meeting. Commissioner Ference seconded the motion.

Committee Reports

Chief's Report

Chief Chris Wertz provided the monthly report to the Board.

1. There were 32 fire calls and one member low on percentages
2. 11-3-1 needs an oil change and check engine light is back on.
3. Email sent to East Coast Lighting about update on new Chief's vehicle equipment. They have not responded to Chief's email yet, but timeline shows they still have 4 weeks to go for the cabinet's completion.
4. Chief started running the cables for the radio heads in new 11-1.
5. Hose and other items still need to be removed from old 11-1.
6. Chief wanted it on record that going forward anybody who makes a decision that impacts the day to day manpower allocation as it pertains to fire protection coverage without going through him will be charged with insubordination and violation of the chain of command.
7. Division of Fire & Safety called to address a complaint that was never addressed last year. They currently have us classified as a Career Fire Department. The Chief informed them that we are not a fully Career Fire Department. He told the Chief that was to determine whether we fall into NFPA 1710 or 1720. Chief researched and is sure that we fall under the Urban Area Category and the minimum staffing to respond is 15 firefighters in 9 minutes. Currently we do not meet that requirement so he will be adding District 9 and Colonia automatic aid for fires which should meet the 15 firefighter minimum

requirement. If the State wants to classify us as a Career Fire Department the requirement would go up because we have a ladder truck.

8. Chief is going to go back to adding District 9 to the Cooper Tower fire alarms calls.
9. School 22 is going to be District 12 automatic aid and School 24 and Oak Tree School are going to be District 9 automatic aid.
10. Chief will reach out to Noreen about how to get this all added to the CAD so it is automatically done.

Fire Official's Report

Fire Official Helge Nordveit provided the monthly report to the Board.

1. Statistics: 1 Life Hazard Inspection; 7 Non-Life Hazard Inspections performed
2. Fire Official reviewed complaints and investigations for the month and training classes that were taken
3. Bureau vehicle 3-5 running well.
4. Met with a representative of School 29 regarding installing a cooking suppression system in the school. Fire Official explained the process to him. It turned out to be a premature meeting; but Fire Official forwarded the information in an email to Greg.
5. Spoke to Housing Department to set up a familiarization walk-through of Senior Building 1422.

Communications

1. Engagement letter received from auditors. It has been signed and returned.

Bills

Commissioner Smith made a Motion to pay all bills and seconded by Commissioner Karlin. All Commissioners in favor.

Alarms & Pagers

Steve Freeman provided the monthly report to the Board.

1. Steve confirmed that there are smoke and CO2 detectors installed in all places men are sleeping.

House

Steve Freeman provided the monthly report to the Board.

1. Both generators have been maintained and notifications updated.
2. Roy getting somebody to look at the dryer at House 2.
3. Air conditioning cleaning/maintenance scheduled.
4. Roy talked to Terry about repairs to the fan at House 2.

Trucks

Ray Ference provided the monthly report to the Board.

1. New 11-1 in service
2. Move sale of old 11-1 so equipment can be removed.

Fire Prevention

Fire Official Nordveit informed the Board that they are waiting on the theme for this year.

Treasurers Report

Cash Balance - \$1,521,434.09

Disbursements - \$48,856.33

Unfinished business

1. Need to work on advertising for volunteers.
2. Old equipment to be auctioned off once 11-1 is cleaned out.
3. Steve working on updates to KeySecure monitoring.

New Business

1. Big Wheels Event – April 23rd Woodbridge Center
2. Resolution No. 25-4-01 read and accepted – Authorizing Disposal of Personal Property (Sale of firetruck to Jersey City).

Adjournment

Meeting adjourned at 7:20 pm to go into a closed session.

**THE COMMISSIONERS OF FIRE DISTRICT NO. 11
IN THE TOWNSHIP OF WOODBRIDGE, COUNTY OF MIDDLESEX**

Resolution #25-4-01

Authorizing Disposal of Personal Property

WHEREAS, the Fire District is the owner of a pumper firetruck; and

WHEREAS, same is no longer needed for public use; and

WHEREAS, the firetruck is being sold in an as is condition without express or implied warranties.

NOW, THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 11, in the Township of Woodbridge, County of Middlesex as follows:

- (1) The referenced firetruck shall be sold to Jersey City for \$25,000.00
- (2) The buyer shall be obligated to execute a hold harmless and indemnification agreement concerning the use of the firetruck.

Date: April 2, 2025

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

A. To the extent permitted by law, Jersey City (hereinafter the "Purchaser") agrees to defend, indemnify and hold harmless Woodbridge Fire District No. 11 and all their officers, Commissioners, agents and employees from and against any and all claims, suits, liens, judgments, damages, losses and expenses including reasonable legal fees and costs arising in whole or in part and in any manner from acts or omissions, in connection with the receipt and use of the pumper firetruck.

B. TERMS

- Purchaser acknowledges that it is receiving the above in an "as is" condition without any express or implied warranties.
- Purchaser acknowledges that it has the authority to sign the document.

Signature: _____ Date _____