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## **Iselin District #11 Board of Fire Commissioners**

**Meeting Minutes  
February 11, 2025**

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### **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 February 11, 2025, at 7:00 p.m. Roll call was taken. Commissioners in attendance: Freeman, Ference, Karlin and Smith. Also in attendance were Chief Chris Wertz, Asst. Chief Ryan Malheiro and Fire Official Nordveit.

### **Approval of minutes**

Commissioner Karlin made a motion to approve the minutes from the January 8, 2025, meeting. Commissioner Ference seconded the motion.

### **Committee Reports**

#### **Chief's Report**

Chief Chris Wertz provided the monthly report to the Board.

1. Two members were low on percentages and advised of extra work credits
2. Had a standby for District 9's dinner.
3. Chief's vehicle has new tires and running well.

#### **Fire Official's Report**

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

1. Statistics: 12 Life Hazard Inspections and 18 Non-Life Hazard Inspections performed
2. There were no complaints or investigations for the month and no classes were taken.
3. Bureau vehicle 3-5 running well.
4. Meeting was held on Feb 4<sup>th</sup> with Woodbridge Housing, Woodbridge Township OEM and Fire Officials or Fire Marshalls from the Districts to formalize the Township Housing Authority emergency plans for all senior residence buildings in Woodbridge.
5. Met with Board of Ed to go over the new building reservation system which will be effective Marsh 1 so we can see who is using the schools.

### **Communications**

No communications received.

### **Bills**

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

### **Alarms & Pagers**

Steve Freeman informed the Board that there was nothing new to report for this month.

### **House**

Steve Freeman provided the monthly report to the Board.

1. There was a water leak at House 2 that flooded the detectors. Steve cleaned it up and is keeping an eye on them.
2. Roy will be talking to a vendor about insulation for House 2.

### **Trucks**

Ray Ference provided the monthly report to the Board.

1. New 11-1 was registered and added to the insurance.
2. Met with ESI for mounting equipment on new 11-1; waiting on the quote. The engine and equipment will need to be brought there for installation and will be there in PA for about a week.
3. Still waiting on hose, once received every rig will have the smaller diameter hose.

### **Water & Hydrants**

Steve Freeman provided the monthly report to the Board.

1. The hydrant that was hit on Bender has been replaced.

### **Fire Prevention**

Fire Official Nordveit informed the Board that there is nothing to report at this time.

### **Treasurers Report**

Cash Balance - \$1,365,398.37

Disbursements - \$74,232.40

### **Unfinished business**

1. Everything is ready for the election this weekend.

### **New Business**

1. One Resolution was read and adopted:
  - a. Resolution No. 02122025-1: Authorizing Regular Meeting Schedule for the 2025-2026 Year to be the first and third Wednesday of every month.
2. Since the audit will be coming up soon Steve will let the accountant know of any funds to be earmarked for anything that was purchased and not paid for yet so the money does not get moved to the new year's budget.

### **Adjournment**

Meeting adjourned at 7:20 pm.

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

**Resolution # 02122025 - 1**

**Authorizing Regular Meeting Schedule  
for the 2025-2026 Year**

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WHEREAS, Public Law 1975, Chapter 231, Section 13, requires a public body to post and maintain posted, to distribute to designated newspapers, and to further file with the Municipal Clerk for the purpose of public inspections, a schedule of the regular meetings of such public body to be held during the calendar year; and,

WHEREAS, such schedule of regular meetings is required to contain the location of each meeting, to the extent that it is known, and the time and date of each meeting; and,

WHEREAS, Public Law 1975, Chapter 231, Section 3-D, provides that where the annual notice or revisions thereof, in compliance with sections of the subject act, set forth the location, time and date of any meeting, no further action shall be required for such meeting.

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

- (1) All regular meetings of the Commissioners shall take place on the First and Third Wednesday of every month at 7 p.m. at the Iselin Firehouse, 20 Auth Avenue, Iselin, New Jersey.
- (2) A summary of this resolution shall be sent to The Home News and Tribune.
- (3) A summary of this resolution shall be posted and shall be maintained on the official bulletin board of the Township of Woodbridge, shall be posted on the official website of the Commissioners, and shall also be kept on file by the Municipal Clerk for purposes of public inspection.