

**Iselin District #11**  
**Board of Fire Commissioners**  
**January 8, 2020**  
**Minutes**

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 January 8, 2020 at 7:00 p.m. Roll call was taken. Commissioners in attendance: Freeman, Lisoski, Sandklev and Smith. Also in attendance were Chief Ryan Malheiro, President Mark Farese, and Fire Official Helge Nordveit.

A motion was made by Commissioner Sandklev to approve the minutes from the December 11, 2019 meeting. The motion was seconded by Commissioner Smith.

### **Chief's Report**

Chief Ryan Malheiro provided the monthly report to the Board.

**Report Items:**

1. Percentage/LOSAP program was down so the Chief could not give an exact amount of calls for the month or the number of volunteers low on percentages for the month.
2. Chief went over this year's officer roster and stated that percentages will be enforced for them.
3. One member is entering the academy.
4. Colonia will cover while the Ladder is out for PM service.
5. Chief requested a new computer for the Ladder
6. Board reiterated to the Chief that the Board is to be notified of all injuries.
7. Fire Officer's Meeting has been scheduled for Jan 21<sup>st</sup>.

**Action Items:**

None

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

Fire Official Nordveit provided his monthly report to the Board.

**Report Items:**

1. Statistics: 10 Life and 23 Non-Life Inspections performed. There were no complaints investigated and three investigations performed.
2. Fire Inspector Drana submitted his Fire Inspector Certification.
3. Fire Official Nordveit attended a RIMS class.
4. Bureau vehicles running well; 3-4 passed inspection.
5. Bill Drana applied for the Fire Safety Prevention Inspector job.
6. Waiting on ESP for email capabilities.
7. 58% of inspections performed for the year 2019.

**Action Items:**

1. \$25 fee for Drana's application for Fire Safety Prevention Inspector to be reimbursed.

## Communications

1. Thank you note received from the Grossberndt Family.

## Bills

A motion was made by Commissioner Sandklev to pay all bills. The motion was seconded by Commissioner Smith. All Commissioners were in favor.

## Alarms & Pagers

Steve Freeman provided his monthly report to the Board.

Report Items:

1. Bill received for alarm system monitoring.

Action Items:

None

## Water & Hydrants

Steve Freeman provided his monthly report to the Board.

Report Items:

No issues to report

Action Items:

None

## Fire Prevention

Fire Official Nordveit provided his monthly report to the Board.

Report Items:

1. Chief would like stations and pamphlets changed for this year and Sparky to be revived.

Action Items:

1. Invoices for fire prevention materials need to be submitted by the 15<sup>th</sup> of January to be submitted for payment.

## House Report

Steve Freeman provided the monthly report to the Board.

### Report Items:

1. Viking has been let go for pest control.
2. Met with Menlo Maintenance about maintaining House 2.
3. Mark Farese has been hired as new House Person.
4. Repairs made to generator engine on Dec 26<sup>th</sup>. A new turbo was put in but it is still not working. Repairmen said two cylinders are bad. Board will wait on their next move and estimate to decide next steps to be taken.

### Action Items:

1. Ice machine at House 2 to be put up for bid. Mark will clean it up.
2. Snow blowers to be readied for winter weather and certain people to be qualified to operate the plow. Fuel to be gotten.
3. Zamboni at House 2 to be serviced.

## Truck Report

Scott Smith provided the monthly report to the Board.

### Report Items:

1. Ladder going out for PM service on January 13<sup>th</sup> and will be out for about 1 ½ weeks.
2. Pick up truck had a screw in the front tire. It has been repaired.

### Action Items:

None

## Joint Board

Next meeting is January 13, 2020 in Kearsby.

## Unfinished Business

None

## New Business

1. Boiler inspection has been set up.
2. Election February 15<sup>th</sup>.
3. Voice mail system to be emptied, fills up with Robo calls.
4. Proposed budget has been accepted by the State.
5. New Resolutions has been prepared for the upcoming year.
6. A motion was made by Ron Lisoski to join the ESCNJ Co-op program for purchasing without going out for bid.

### Action Items

1. Initial budget amount to be posted on the website by Steve
2. Chief to contact FailSafe to schedule Ladder testing.

## Treasurer's Report

Cash Balance - \$1,724,953.58

### Action Items

1. All 2019 bills to be submitted by next month
2. All vouchers to be signed

Meeting adjourned to go to a closed session at 7:50 pm.

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

**Resolution #010820-2**

**Appointment of Houseman**

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WHEREAS, the Commissioners are desirous of making an appointment of a Houseman.

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

- (1) ***Mark Farese*** is hereby appointed to the position of Houseman for Fire District No. 11 in the Township of Woodbridge.

This resolution and the notice of the appointment shall be available for public inspection.

Date: January 8<sup>th</sup>, 2020