
Iselin District #11 Board of Fire Commissioners

**Meeting Minutes
March 5, 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 March 5, 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 February 12, 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 no members low on percentages for the month.
2. Ryan provided a synopsis of the new fire reporting system (NAIRS) that will be coming out in December of this year. Two individuals will be made administrators of the system and will have full access. Extensive training will take place the last quarter of the year.

Fire Official's Report

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

1. Statistics: 6 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. Working with and Fire Officials from Districts 1, 2, 11 and 12 on the Township OEM Standard Operational Guidelines for senior housing buildings.
5. Fire official attended training on the new Board of Ed computerized building system.

Communications

1. Email received from Civil Service for a Meet & Greet (All Depts).
2. Communication received from Joe Johnson (Jersey City) for an update on 11-1. Tentative date of April 1.

Bills

Commissioner Ference made a Motion to pay all bills and seconded by Commissioner Sandklev. 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. Spring clean up to be scheduled soon.
2. Downspout in the front corner was twisted and leaking downstairs near the sink behind the bar. Chris bent it back for now.

Trucks

Ray Ference provided the monthly report to the Board.

1. New 11-1 coming up on 16th and going to ESI for equipment mounting and will be there for a week.
2. Precision Motor Sports to be contacted to seal American flag
3. New 11-1 hand tools and a Little Giant ladder to be purchased if money is available in the budget.
4. First Responder News took pictures of old and new 11-1 to be in the paper. They want to do the new Chief's vehicle also once complete.

Fire Prevention

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

Treasurers Report

Cash Balance - \$1,569,548.57
Disbursements - \$166,003.73

Unfinished business

1. Scott Smith had prepared an agenda containing open items to be discussed:
 - a. Insulation at House 2 – ceiling tiles should be popped out and wires installed to hold insulation in.
 - b. New Chief's vehicle – cabinet is being built which needed a 12 week lead time
 - c. New 11-1 – going to ESI next week and will be there for a week; Roy will take the vehicle to ESI
 - d. Bay 1 garage motor – Received a quote for \$7k for a new motor. Commission Ference made a motion to purchase the new motor which was seconded by Commission Karlin; approved; Scott to go over quote to see if it can be adjusted to not replace the sensors with the motor
 - e. Per Diem keys – would like to change lock in side door to one key and hand keys out; determined that the keypad should be used
 - f. Knox Box codes – Steve to reach out to see what they recommend about new codes for everybody
 - g. Tires for apparatus – Scott made a spreadsheet containing the years of the tires for each
 - h. New Hose – Order from last year was received; one yellow hose had a slit; waiting for a confirmation on them sending a replacement
 - i. It was suggested to have an auction to sell old items
 - j. Staffing at House 2 – Ryan reviewed options and costs involved. A lengthy discussion took place and it was determined that further discussion should take place.

New Business

1. Wireless printer need for Fire Bureau.
2. Ryan will be on vacation until Tuesday
3. The Department was offered a van to purchase for \$5k which could be used for school, etc. A motion was made by Commission Sandklev to purchase the van and was seconded by Commissioner Smith. Commissioner Freeman voted yes on the purchase, but Commissioners Karlin and Ference voted against the purchase.

Adjournment

Meeting adjourned at 7:53 pm.