
Iselin District #11 Board of Commissioners

Meeting Minutes
September 3, 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 September 3, 2025, at 7:00 p.m. Roll call was taken. Commissioners in attendance: Freeman, Ference, Karlin and Sandklev. Also in attendance were Chief Chris Wertz, Asst. Chief Ryan, Malheiro, Fire Official Helge Nordveit and Vice President Craig McKenzie.

Approval of minutes

Commissioner Ference made a motion to approve the minutes from the August 6, 2025, meeting. Commissioner Karlin seconded the motion.

Committee Reports

Chief's Report

Chief Chris Wertz provided the monthly report to the Board.

1. Lite Parade scheduled for November 29th at 6 pm
2. 49 calls for the month of August; 2 firefighters low on percentages
3. East Coast will contact tomorrow with drop-off details in Kenilworth.

Fire Official's Report

Fire Official Helge Nordveit provided the report for the month of September.

1. Fire Official reviewed the Life Hazard Use Inspections (1 inspection) and Non-Life Hazard Use Inspections (13 inspections) performed and the complaints and investigations for the month of September.
2. No classes were attended
3. Vehicle 11-3-5 is running well.
4. A Senior program is being given at the Acacia Center in Port Reading (Fire District #1) on September 17th. Trying to determine if we will have a role in this event.

Communications

1. Copies of a filed complaint were handed out to the Board.
2. Resolutions and Financials forms for the State
3. Full audit and synopsis received.

Bills

Commissioner Karlin made a Motion to pay all bills; the motion was seconded by Commissioner Ference. All Commissioners in favor.

Alarms & Pagers

Steve Freeman provided the monthly report to the Board.

1. Batteries have been replaced.
2. Generators are being tuned up on Friday.

House

Steve Freeman provided the monthly report to the Board.

1. Water seepage outside near sidewalk. To be checked out to make sure it is not the sprinkler system.
2. Weeds on shed on the other side of the fence to be addressed.
3. Weeds at House 2 generator area to be cleared out.

Trucks

Ray Ference provided the monthly report to the Board.

1. 11-3 tires
2. Transmission code reset and working properly

Fire Prevention

1. Preparing orders for school give away materials
2. School Fire Prevention Week scheduled for School #22 on October 9th from 9 am to 2:30 pm
3. Awaiting replies for School #24 and School #29

Treasurers Report

Cash Balance - \$1,650,221.82

Disbursements - \$39,835.00

1. \$75.00 donation received from a woman who fell at the Food Pantry and one of the firefighters assisted.

Unfinished business

No unfinished business to discuss.

New Business

1. Resolutions read, approved and signed:
 - a. Corrective Action Plan for Audit
 - b. Audit Certification Signed
 - c. Audit Review
2. Craig inquired about what By-Laws the Day Crew follows. The Fire Company By-Laws govern the Day Crew.

Adjournment

Meeting adjourned at 7:29 pm.