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

Meeting Minutes  
June 4, 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 June 4, 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 May 7, 2025, meeting. Commissioner Ference seconded the motion.

## **Committee Reports**

### **Chief's Report**

Chief Chris Wertz provided the monthly report to the Board.

1. The Chief reviewed with the Board the updated response procedures for Districts 9 and 12 that will be in effect starting in June.
2. No members low on percentages for the month of May.
3. The chief informed the Board the helmet frontals are needed.
4. Ryan to set up a date for turn out gear fitting.
5. No update on the new Chief's vehicle at this point.
6. Chief sent the procedures he reviewed earlier and a manpower listing to the Division of Fire & Safety. A meeting will be set up.
7. One volunteer in pipeline; waiting on background check to be completed.

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

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

1. Statistics: 4 Life Hazard Inspection; 5 Non-Life Hazard Inspections performed
2. Fire Official reviewed the complaints and investigations for the month.

3. Bureau vehicle 11-3-5 is running well. He will schedule the oil change.
4. Vehicle 11-3-4 may need new brakes.

### **Communications**

Information requested by accountant.

### **Bills**

Commissioner Sandklev 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. There were low coolant alarms on the generator; most likely needs a jacket.

### **House**

Steve Freeman and Roy Sanklev provided the monthly report to the Board.

1. Sprinkler system checked and found where repairs need to be done.
2. Ceiling to be secured at House 2 and insulation to be installed by Jobs by Patrick.

### **Trucks**

Ray Ference provided the monthly report to the Board.

1. 11-1 censor was replaced.
2. Old 11-1 still waiting on Jersey City.
3. Title and letter for van given to Ray for it to be registered and insured.
4. Van will have a patch put on the back and the lights installed from the old Chief's vehicle roof lights.

### **Fire Prevention**

Fire Official Nordveit informed the Board that the theme for this year would be release on June 16<sup>th</sup>.

### **Treasurers Report**

Cash Balance - \$1,557,753.14  
Disbursements - \$49,620.15

## **Unfinished business**

1. Hose outlet in Bay 3 has been fixed.
2. LED strip to be repaired when they are in the area.

## **New Business**

1. Day Crew has been approved to be utilized by Fire Official to perform inspections.
2. Scott suggested that the snow blowers be sold and a new one be bought that is more manageable.
3. New dryer for House 2.
4. Voting machines were dropped off.
5. Steve has ordered hooks, an illuminated sign and two lengths of 5” hose for 11-1.
6. Received a request for documentation from the Union Lawyer; twelve documents sent.
7. Scott spoke with Dennis Patrick who informed him he can bring brand new empty oxygen bottles to Avenel/Colonia First Aid to be filled. Hydro Testing can be done at Middlesex Welding Supply – Scott will call.

## **Adjournment**

Meeting adjourned at 7:21 pm.