
Iselin District #11 Board of Fire Commissioners

Meeting Minutes
September 11, 2024

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 11, 2024, at 7:00 p.m. Roll call was taken. Commissioners in attendance: Freeman, Ference, Karlin, Sandklev and Smith. Also in attendance were Chief Ryan Malheiro and Commissioner Edward Mullin from District #9.

The Board met with Edward Mullin who is the acting Chairman of the Board for District #9 to current issues between the two districts and is requesting that the districts work together to reinstitute the dual dispatch. The Officers of both Districts are to discuss further.

Approval of minutes

Commissioner Smith made a motion to approve the minutes from the August 14, 2024, meeting. Commissioner Sandklev seconded the motion.

Committee Reports

Chief's Report

Chief Ryan Malheiro provided the monthly report to the Board.

Fire Official's Report

Fire Official Helge Nordveit was excused from today's meeting and will provide the report at the next meeting.

Communications

No communications received.

Bills

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

Alarms & Pagers

Steve Freeman stated there was nothing new to report at this time.

House

Steve Freeman provided the monthly report to the Board.

1. Generator at House 2 has been tuned up and new battery installed.

Trucks

Scott Smith provided the monthly report to the Board.

1. Ladder is currently out for service.

Water & Hydrants

Steve Freeman provided the monthly report to the Board.

1. The hydrant was maintained out front.

Fire Prevention

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

1. Working on ordering supplies for schools.
2. Headcount for schools received.

Joint Board

1. EZ-Pass accounts were discussed during the meeting. The non-revenue account for EZ-pass will be adjusted to a revenue account.
2. Looking to schedule a Township drill near the end of October using the buildings on Fulton Street in Woodbridge. Requesting Level One instructors to watch and learn for experience.

Unfinished business

No unfinished business to report at this time.

New Business

1. Opening of bid for new Chief's vehicle is scheduled for next week.
2. Resolution authorizing advertisement for bids for Chief's vehicle read and accepted by all.

Treasurer's Report

Cash Balance - \$1,743,144.47

Total Disbursements - \$43,099.81

Adjournment

Meeting adjourned at 7:24 pm.

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

Resolution 24-9-1

Authorizing Advertisement for Bids for Chief's Vehicle

WHEREAS, The Commissioners of Fire District No. 11 in the Township of Woodbridge, County of Middlesex, have approved the specifications for and have determined that they will advertise for sealed bids for vehicle at the Iselin Firehouse.

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

- (1) Specifications are hereby approved and incorporated herein by reference.
- (2) Bids to be submitted shall fully comply with the specifications.
- (3) The Commissioners shall advertise for the receipt of sealed bids for the above-named purpose or project.
- (4) Each bid shall be submitted as a written proposal in the manner designated in the instructions to bidders and the specifications and shall be signed by the bidder. The bid shall be enclosed in a sealed envelope bearing the name and address of the bidder on the outside, specifically denoting on said envelope the name of the job for which said bid is submitted and addressed to Board of Fire Commissioners, 20 Auth Ave, Iselin, NJ 08830. All bids through the mail shall be forwarded to Iselin Firehouse, 20 Auth Ave, Iselin, NJ 08830.
- (5) The specifications, instructions to bidders and related documents are on file with and may be obtained upon written or verbal request from the Commissioners' attorney, Richard M. Braslow, 516 Fielders Lane, Toms River, New Jersey 08755 (732) 604-7517, during normal business hours.
- (6) Sealed bids shall be called for and shall be received, opened and read in public at the at Iselin Firehouse, 20 Auth Ave, Iselin, NJ 08830 at 6:00 p.m., prevailing time, on September 25, 2024.
- (7) Each sealed bid shall be hand delivered or mailed to Board of Fire Commissioners, or to such other designated representative of the Commissioners who will be present at the opening of said bids at the time and place stated for the receipt of sealed bids. NO BID SHALL BE DELIVERED OR ACCEPTED AFTER THE DATE OR HOUR AS DESIGNATED IN THIS PUBLIC NOTICE.
- (8) The bid quote shall be net to the Commissioners and shall be excluded from any state and federal taxes.
- (9) The contract will be awarded to the lowest, qualified, responsible bidder. The Commissioners reserve the right to reject any and all bids. The Commissioners also reserve the right to waive any insubstantial irregularities in any bid.
- (10) A non-collusion affidavit in the usual form will be supplied with the specifications. It shall be executed by the person or corporate officers submitting the bid. Said affidavit must be properly notarized. A non-collusion affidavit must accompany each bid. THIS REQUIREMENT WILL NOT BE WAIVED.
- (11) An owner's list in accordance with P.L. 1977, Ch. 33, approved March 8, 1977, will also be supplied with the specifications in the usual form. It shall be completed by the person or corporate officers submitting the bid. Said owner's list must accompany each bid. THIS REQUIREMENT WILL NOT BE WAIVED.
- (12) All bids shall be accompanied by the appropriate form relative to mandatory equal employment opportunity.
- (13) Bidders are required to comply with the applicable statutory requirements and regulations adopted pursuant thereto, including but not limited to P.L. 1975, Ch.127; P.L. 1977, Ch. 33; P.L. 1963, Ch. 150; and P.L. 1933, Ch. 277, including all amendments thereto.
- (14) No bidder may withdraw his proposal for a period of 60 days after the opening of bids; all proposals being binding upon all bidders for said 60-day period.

This resolution shall be available for public inspection.

Certification

I, Thomas Karlin, Secretary of the Commissioners of Fire District No. 11 in the Township of Woodbridge, County of Middlesex, hereby certify that the foregoing resolution was duly adopted by the Commissioners at a meeting held on September 11, 2024.

Secretary



The foregoing resolution was introduced by Commissioner Roy Sandklev, and it was seconded by Scott Smith.

RECORD OF VOTE

Members	Ference	Freeman	Karlin	Sandklev	Smith
Yes	✓	✓	✓	✓	✓
No					
Not Voting					
Absent					