Iselin District #11
Board of Commissioners

Meeting Minutes
September 2, 2026

Call to order

In accordance with the Public Open Meeting Act, all provisions have been met by our annual announcement on the website.

The meeting was called to order by Commissioner Steve Freeman on September 2, 2026, at 7:00 p.m. Roll call was taken. Commissioners in attendance: Freeman, Ference, Sandklev and Smith. Also in attendance were Chief Joe Francisquini, President Fatima Manzoor, Fire Official Helge Nordveit, AJ Wertz and Chris Wertz.

Approval of minutes

The minutes of the August 5, 2026, meeting were read and accepted with corrections to be made. A motion was made by Commissioner Sandklev to approve the minutes. Commissioner Ference seconded the motion.

Committee Reports

Chief's Report

Chief Joe Francisquini gave the report for August.

1. 49 Calls – 22 of them were to assist District #9: 4 Mutual Aid calls.
2. Two members were low on percentages, Chief spoke with one of them and will be meeting with the other.
3. 11-3-1 is running well.
4. An interview has been set up for Friday for a volunteer candidate.
5. Discussed #9's shortage of engines, which may affect response coverage. Cross training of two men was proposed. AJ Wertz requested to be included in the conversations and also offered training on the Ladder.
6. Scott Smith reviewed the air bottle inventory. He could not locate one bottle (#16). Expired bottles were removed from service and replacements ordered. Five bottles in June and Five bottles in July will require a 5-year test.

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Fire Official's Report

Fire Official Helge Nordveidt provided the report.

1. Fire Official reviewed the Life Hazard Use Inspections and Non-Life Hazard Use Inspections (8 Life & 25 Non-Life) performed and the complaints for the month of August.
2. There were no investigations performed for the month.
3. Vehicle 11-3-5 is running well. Vehicle 11-3-4 in Fire Prevention bay on trickle charge.
4. Schools have been emailed to obtain student counts and explain the FPW theme for 2026.
5. Deputy Fire Marshall Wexler attended a 2-day NFPS standard 1033 class.
6. Request sent to Steve Freeman for new tablet batteries for Deputy Fire Marshall Wexler's unit.
7. Continuing to monitor 497 Route 27, the Imminent Hazard Order is still in place. The building owner is not returning calls to the Bureau; daily penalties are still accruing.
8. Reviewed Indian Day Parade and Indian Flag Raising Ceremony issues and how they were managed.
9. Pakistan Day Parade (Aug 16 with rain date of Aug 23). No OEM/police coordination meeting has been held yet.

Communications

No Communications to report.

Bills

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

Alarms & Pagers

1. Inspection of fire devices to be scheduled for October.
2. Generator has been tested monthly.
3. Replacing PA amp for radio system again.

Water & Hydrant

Nothing to report for this month.

House

Roy Sandklev provided the monthly report to the Board.

1. House 2 Training Room and office HVAC estimates were received at just over $7k and $5k. The Board considered them high and may defer to next year and obtain more quotes.
2. House 2 network and telephone wiring are complete; the township requested a listing of phone number for installation. Wiring for Internet and phone service is scheduled to begin in the next few weeks for Headquarters.

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3. Approved replacement of gauges on Cascade system.

Trucks

Ray Ference provided the monthly report to the Board.

1. Pick up went in for service, informed service center of vibration issue.
2. Van is ready for Wildwood trip.
3. The Rescue fuel gauge issue and back up camera/display issues on the Ladder and Rescue need follow-up repair.
4. A damaged ladder light bracket needs replacement parts; the light has been ordered, and a new bracket is still needed.

Fire Prevention

1. Hall is already booked for October 10th so Fire Prevention Open House will need to be scheduled for a different date. October 8th has been confirmed for the Open House to take place.

Joint Board

1. Next meeting will take place in Woodbridge on September 14th.

Treasurers Report

Cash Balance - $1,375,684.51
Disbursements - $121,833.91

1. Scott has been trying to reach out to Slate Elevator but cannot get through to them.
2. The bill for blinds has been paid.

Unfinished Business

1. Scott followed up with Slate Elevator with another email.

New Business

1. AJ Wertz requested reimbursement for Fire Instructor I Train the Trainer exams ($400). Approved; voucher to be given to him to bring with him to the exams.
2. Resolution 2026-9-1: Board Approval of Elected Commissioner Compensation was read and approved by the Commissioners.

Adjournment

Meeting adjourned at 7:35 pm

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