

**Iselin District #11**  
**Board of Fire Commissioners**  
**August 9, 2023**  
**Minutes**

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 August 9, 2023, at 7:00 p.m. Roll call was taken. Commissioners in attendance: Freeman, Karlin, and Smith. Also in attendance was Chief Ryan Malheiro, President Thomas Landherr, Fire Official Helge Nordveit and Ex-President Craig McKenzie.

A motion was made by Commissioner Smith to approve the minutes from the July 12, 2023 meeting. Commissioner Karlin seconded the motion.

### **Chief's Report**

Chief Ryan Malheiro provided the monthly report to the Board.

**Report Items:**

1. Monthly statistics: 30 calls; 3 members low on percentages
2. August is starting off as a busy month with 21 calls already
3. Indian Day Parade is this Sunday

**Action Items:**

None

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

Helge Nordveit provided the monthly report to the Board.

**Report Items:**

1. Statistics: a total of 33 Non-Life Hazard Inspections were performed
2. Fire Official reviewed the complaints and investigations to report for the month
3. Vehicle 3-5 is running well
4. House 2 phones have been replaced but one is not working correctly

**Action Items:**

None

## Bills

Motion made by Commissioner Karlin to pay all bills; seconded by Commissioner Smith. All Commissioners in favor.

## Alarms & Pagers

Steve Freeman provided the monthly report to the Board.

### Report Items:

1. Systems have been updated in both houses.

### Action Items:

None

## Communications

No communications to report.

## House Report

Steve Freeman provided the monthly report to the Board.

### Report Items:

1. House 2 generator is fully operational and inspected; fencing needs to be installed around unit
2. One sprinkler at House 2 not working
3. Gas meter at House 2 has been changed out
4. Old generator is being removed piece by piece

### Action Items:

None

## Truck Report

Scott Smith provided the monthly report to the Board.

### Report Items:

1. Waiting on replacement of front spotlight on Ladder
2. Chief made up a logbook for fuel to be completed every time apparatus is filled up in order to compare against the billed charges
3. Engineering for the new truck has been pushed out; not starting final engineering until March, 2024.

### Action Items:

None

## Fire Prevention

1. Will work with Fatima to prepare the theme in Indian dialect for seniors.
2. Fire Prevention theme has been set; letters will be sent out to the school principals to set up the Fire Prevention programs.

## Joint Board

No updates at this time.

## Unfinished Business

1. Steve to work with Bureau for a wireless printer
2. Steve to contact LOSAP company to make sure birthdates are corrected
3. Cloverleaf Cemetery office to be visited again about cleaning up the monument

## New Business

None

## Treasurer's Report

1. Cash Balance as of August 9, 2023 - \$1,082,494.22
2. Disbursements - \$145,980.46
3. Steve has been providing audit materials as they are being requested

Meeting adjourned - 7:14 pm