

**Iselin District #11**  
**Board of Fire Commissioners**  
**November 8, 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 November 8, 2023, at 7:00 p.m. Roll call was taken. Commissioners in attendance: Freeman, Karlin, Lisoski, and Smith. Also in attendance were Chief Ryan Malheiro, President Thomas Landherr, Fire Official Helge Nordveit and Captain Fatima Manzoor.

A motion was made by Commissioner Smith to approve the minutes from the October 13, 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: 23 Calls (one structure fire); no members low on percentages

**Action Items:**

None

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

Helge Nordveit provided the monthly report to the Board.

**Report Items:**

1. Statistics: 38 Non-Life Hazard Inspections were performed
2. The monthly complaints and investigations were reviewed by the Fire Official.
3. Vehicle 3-5 is running well
4. Classes attended by Fire Official: Fire two & Fire Official Certification
5. Fire Official asked about the budget for purchasing pants and shirts for the inspectors - approved

**Action Items:**

None

## Bills

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

## Alarms & Pagers

Steve Freeman provided the monthly report to the Board.

### Report Items:

1. Fire alarm systems are working fine in both buildings.

### Action Items:

None

## Communications

1. Annual Census to be completed.

## House Report

Roy Sandklev provided the monthly report to the Board.

### Report Items:

1. Truck Room exhaust fan was replaced
2. New blinds installed in bathroom
3. Sprinklers were blown out and shut down for the winter
4. Received price for water heater and boiler for House 2
5. All extinguishers have been inspected

### Action Items:

None

## Truck Report

Scott Smith provided the monthly report to the Board.

### Report Items:

1. Ladder light was put back on, but still has a nozzle issue
2. They will be back to for the Ladder nozzle issue, the Rescue light towers and AC Switch

### Action Items:

None

## Fire Prevention

1. Still working to schedule the School #24 visit.

## Joint Board

1. Next Meeting Monday, Nov 13 at Port Reading

## Unfinished Business

1. Helge asked about a Knox Box computer - Laptop to be ordered
2. Computer received for fire calls (NFR Reports); Tom to set it up with limited access.

## New Business

1. Special meeting to be held on the 22<sup>nd</sup> (6-9pm) to secure voter approval for question for new Chief's vehicle purchase.
2. Resolution 2023-11-1 Board Approval of Elected Commissioner Compensation was read and approved.

## Treasurer's Report

1. Cash Balance - \$1,235,810.23
2. Total Disbursements - \$70,464.76
3. Budget meeting to take place after tonight's meeting

Meeting adjourned - 7:16 pm

**RESOLUTION 2023 - 11 - 1**

**Board approval of Elected Commissioner Compensation**

**2024 Salary Guide (January – December)**

WHEREAS the Fire Commissioners of Fire District No.11 of the Township of Woodbridge establishes annual compensation for its fire district Commissioners pursuant to N.J.S.A. 40A:14-88; and

**NOW, THEREFORE, BE IT RESOLVED** by the Fire Commissioners of Fire District No. 11 of the Township of Woodbridge hereby approve the 2024 Commissioners compensation in compliance of the 2024 District budget requirements as follows:

President \$11,317.00;

1st Vice President \$11,317.00;                      Financial Secretary \$11,317.00;

Secretary \$11,317.00;                      Treasurer \$11,317.00;

**BE IT FURTHER RESOLVED**, that the above salaries shall take effect on January 1, 2024; and

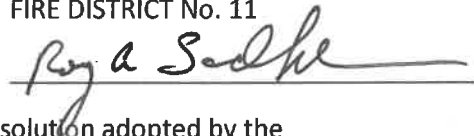
**BE IT FURTHER RESOLVED**, that the Board shall re-evaluate the salary structure adjusting as appropriate and approve of same annually as per N.J.S.A. 40A:14-88.

Motion to approve resolution made by Commissioner Roy Sandklev.

Second by Commissioner Scott Smith. All in Favor.

BOARD OF FIRE COMMISSIONERS

FIRE DISTRICT No. 11

A handwritten signature in black ink, appearing to read "Roy Sandklev", written over a horizontal line.

ADOPTED: Yes

I hereby certify that the above is a true and exact copy of the resolution adopted by the Board of Fire Commissioners, Fire District No. 11, Township of Woodbridge at their regular meeting held on November 8, 2023.

A handwritten signature in black ink, appearing to read "Thomas Karlin", written over a horizontal line.

Thomas Karlin – Clerk