

**Board of Fire Commissioners  
Fire District No. 1  
P.O. Box 6903  
Freehold, NJ 07728**

**Regular Meeting**

**December 26, 2017**

Chairman Joseph Colón called the regular meeting of the Board of Fire Commissioners to order at 7:30pm. The notice was read and Chief Wayne Prochnow led the flag salute. Roll call was taken, present were Andrew Story, John Toutouchi, Shyamal Joshi, Thomas Caruso and Joseph Colón. Also in attendance were Board Attorney-Mr. Joseph Youssef, District Auditor-Gerard Stankiewicz and Board Secretary-Rachel Davis.

At this time, Chairman Colón turned the meeting over to the Board Attorney and District Auditor.

**Legal:** Mr. Youssef read into record the 2018 Budget Amendment Resolution for the fiscal year January 1, 2018 to December 31, 2018. Mr. Stankiewicz updated the Board on the State's budget review and advised that the State is requiring a special meeting for the purchase of the Chief's vehicle. Said special meeting was scheduled for January 9, 2018, at 6:00pm. Mr. Stankiewicz further stated that the budget reflects a tax levy increase, which will cost an additional \$26 on a home assessed at \$388,000. The amount to be raised last year, as adjusted, was \$896,500, and this year is \$1,299,950. All of this has been published on the website for public review.

**Motion made by Mr. Joshi to open the hearing to the public for comments or questions.**

Second: Mr. Story

Roll call vote: 5-0 all in favor

Mr. Youssef then opened the floor for questions or comments, which there were none from the public on the budget as introduced from January 1, 2018 through December 31, 2018.

**Motion made by Mr. Joshi to close the hearing to the public for comments or questions at 7:38pm.**

Second: Mr. Story

Roll call vote: 5-0 all in favor

**Motion made by Mr. Joshi to adopt the Resolution to Amend the 2018 Budget Pursuant to NJSA 40A:14-78.3 for the Fiscal Year from January 1, 2018 to December 31, 2018.**

Second: Mr. Story

Roll call vote: 5-0 all in favor

Mr. Youssef read into record the resolution scheduling the special meeting for January 9<sup>th</sup> to purchase the Chief's vehicle and provided a Notice of Special Meeting and advised the Board to

post the notice in 5 public areas in the district, 10 days prior to the meeting and keep a list of where it was posted.

**Motion made by Mr. Joshi to adopt the Resolution Scheduling a Special Meeting for January 9, 2018, at 6:00pm, for the Purpose of Purchasing a New Chief's Vehicle.**

Second: Mr. Story

Roll call vote: 5-0 all in favor

Mr. Youssouf read into record the resolution regarding the purchase of a pumper/tanker as well as the Notice of Bond Referendum and advised the Board to post the notice in 10 public places, 10 days prior to the bond referendum and keep a list of where it was posted.

**Motion made by Mr. Joshi to adopt the Resolution Authorizing a Bond Referendum Triple Combination Class A Pumper/Tanker Fire Apparatus.**

Second: Mr. Story

Roll call vote: 5-0 all in favor

Mr. Youssouf reminded the Board that the nominating petitions for the Office of Commissioner must be submitted 28 days prior to the election. There will be three questions on the election ballot: (1) election of commissioners; (2) budget amendment; (3) bond referendum.

The District Auditor-Mr. Stankiewicz then left the meeting at 7:52pm. As legal was concluded, Chairman Colón resumed the meeting.

**Correspondence:** (none)

**Treasurer's Report (attached):** Read into record by Mr. Joshi.

**Motion made by Mr. Joshi to pay monthly bills for December 2017 in the amount of \$77,256.01.**

Second: Mr. Story

Roll call vote: 5-0 all in favor

**Insurance:**

- Two claims pending, one medical issue
- 16-1-76, initial payment was remitted to us
- All purchases still need to get approved by a Commissioner, even if it is a small expense
- Insurance paid up for 2017

**Motion made by Mr. Joshi to approve the minutes from the November 28, 2017 regular meeting, as edited.**

Second: Mr. Story

Roll call vote: 5-0 all in favor

**Motion made by Mr. Joshi to approve the minutes from the October 24<sup>th</sup> and November 2<sup>nd</sup>, 2017 executive meetings.**

Second: Mr. Story

Roll call vote: 5-0 all in favor

**Buildings:**

- Men's bathroom lights switched to LED
- Motion sensors for lights under catwalk—see how it works out in order to save money on the electric bill
- Georgia Road—pole update
- Georgia Road—light keeps burning out on the east side
- Fuel cabinet at district—hold off until January, dismantle lock

**Purchasing:** Will review purchasing procedures with the new Chief in 2018.

**Chief's Report:** Read into record by Chief Wayne Prochnow (attached).

**2018 New Officers:**

**Chief:** Ralph Reifer

**1<sup>st</sup> Assistant Chief:** Ken Lucas

**2<sup>nd</sup> Assistant Chief:** Craig Haas

**Captain:** Dan Petersen

**1<sup>st</sup> Lieutenant:** VACANT

**2<sup>nd</sup> Lieutenant:** Frank Santore

Chief thanked the Board for helping him and said it was an honor and a privilege to serve. The Board commended the Chief for his impeccable service.

**1<sup>st</sup> Assistant Chief's Report:** Chief Prochnow said Chief Reifer thanked everyone for the year.

**2<sup>nd</sup> Assistant Chief's Report:** Read into record by Chief Wayne Prochnow.

- Box alarms—Chief will confirm if they are all done
- Portables—Officers expressed how well they are working
- Fit Test Machine—discussed working with Freehold Borough for next year
- County fuel—will bring up how it works next year

**Captain's Report:** Captain Haas was not present at the meeting, but Lt. Petersen stated that the gear was out for cleaning.

**Maintenance:** Read into record by Lt. Dan Petersen (attached). Lt. Petersen thanked the Board for the year.

**Fire Company:** President Neil Timo thanked the Board for the year and introduced the new executive line:

**Vice President:** Michael Fogarty

**Secretary:** Michael Vota

**Treasurer:** Don West

**Assistant Treasurer:** Erik Schneider

**Website:** Up to date.

**Old Business:** The current healthcare facility does not do Fit Testing, and since this is a life-safety issue, the Board discussed purchasing a Fit Test Machine. After reviewing various quotes, the Board decided on a PortaCount Fit Test machine costing approximately \$11,000 along with a 5-year warranty/service agreement for an additional \$5,000, with everything included (shipping, calibration every year, etc.). Fire District No. 2 and the Borough might possibly get involved with the purchase, which would help with the cost. Firefighter John Burmeister stated that Jackson Township currently uses the PortaCount Fit Test machine, and it is working out very well, with no issues. The Chief agreed that it was a good idea.

**Motion made by Mr. Joshi to purchase a PortaCount Fit Test Machine, not to exceed \$16,000, along with the 5-year warranty/service contract.**

Second: Mr. Story

Roll call vote: 5-0 all in favor

Mr. Joshi discussed the radio project for next year as well as finishing out whatever can be done this year for life-safety purposes.

**Motion made by Mr. Joshi to purchase eight (8) UHF portables, not to exceed \$32,000, to outfit as the Chief sees fit.**

Second: Mr. Story

Roll call vote: 5-0 all in favor

**New Business:** (none)

**Audience:** Matt Trembow from Sonitrol introduced himself on the camera project and thanked the Board for all of the meetings and hard work.

No further comments or questions from the audience.

**There being no further business, Mr. Story made a motion to adjourn the meeting at 8:23pm.**

Second: Mr. Toutouchi

5-0 all in favor

Respectfully submitted,

John Toutouchi, Secretary  
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