

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

Regular Meeting

May 22, 2018

Chairman John Toutouchi called the regular meeting of the Board of Fire Commissioners to order at 7:33 pm. The notice was read, and Chief Reifer led the flag salute. Roll call was taken. Present at the meeting were John Toutouchi, Andrew Story, Michael Fogarty and Stephen Lengyel. Also in attendance were Board Attorney-Joseph Youssef and Board Secretary-Rachel Davis.

Legal: Mr. Youssef read his May 22nd letter to the Freehold Township Attorney-Mr. Robert Munoz into record. Said letter was in regard to Fire District No. 1 not receiving any tax revenues from the Township. Discussion was held on the severity of not being able to pay the bills. Mr. Story suggested presenting the letter to the Town Council at their meeting on this night to avoid any further delays. Board discussed and decided that the Chief, the President of the Fire Company and one Commissioner will go over with Mr. Youssef's letter. Mr. Youssef also advised the Board to wait on purchasing the Chief's vehicle, because the line item had been removed from the budget from the Township. Mr. Fogarty reported that there is currently \$1,759.54 left in the bank. Due to the urgency of this matter, the Board decided to all attend the Township meeting on this night and asked Mr. Youssef to speak on the Board's behalf.

Mr. Youssef reviewed the Agreement between the Fire District and McManimon, Scotland & Baumann as counsel for the bond application.

Motion made by Mr. Fogarty authorizing the Chairman and Clerk to sign the Agreement between the Board of Commissioners Freehold Fire District No. 1 and McManimon, Scotland & Baumann, LLC, designated as Bond Counsel, dated May 22, 2018.

Second: Mr. Story

Roll call vote: 4-0 all in favor

Motion made by Mr. Story to approve the minutes from the April 24, 2018 regular and executive meetings.

Second: Mr. Lengyel

Roll call vote: 4-0 all in favor

Motion made by Mr. Story to approve the minutes from the May 7, 2018 special workshop and executive meetings.

Second: Mr. Lengyel

Roll call vote: 4-0 all in favor

Treasurer's Report: Mr. Fogarty suggested a change in the way the previous reports have

been done, where the balance will be presented as of the meeting date, instead of the beginning of the month. Mr. Fogarty then read his May 22nd Treasurer's Report into record.

Motion made by Mr. Fogarty to transfer from NJ Community to Sun National \$119,146.41 and to pay the bills in the amount of \$150,462.20.

Second: Mr. Story

Roll call vote: 4-0 all in favor

Buildings: Mr. Lengyel plans on getting timers for the lights.

Website: Up to date.

Insurance: (nothing to report)

Chief's Report: Chief Reifer read his report into record.

- Chief gave the Board the training records.
- Frank Santore is the new 1st Lieutenant 16-1-70.
- John Burmeister was appointed for 30 days as the 2nd Lieutenant 16-1-71.
- The Derby Drive fire was a great stop.
- Memorial Day parade is Monday. The services will be at Smithburg at 8am. Board approved the use of 98 and 88 by the Ladies' Auxiliary in the parade. Board said life members can drive the vehicles, but the Chief must let the Board know so they can be added on insurance for that day.
- Chief thanked the Board for the Harrisburg training.
- Chief requested that the Board keep messages out on the physicals every two weeks.
- Second Harassment class is Thursday, June 21st. Mr. Toutouchi advised the Chief that the Board would only accept employer courses from the Township employees or Fire District No. 1, so that the message given is consistent. This will go out on IamResponding.
- Two applications on record—one junior member and one regular member.

Motion made by Mr. Toutouchi to move forward with the District's policy accepting only harassment classes from employees employed by Freehold Township and classes offered by Freehold Township Fire District 1.

Second: Mr. Story

Roll call vote: 4-0 all in favor

1st Assistant Chief Ken Lucas read his report into record. Chief Lucas inquired about the Board paying for Starr McKenna's Middlesex County Fire Academy due to a college schedule conflict. The cost is \$341. Board discussed at length and then approved.

Board Auditor-Gerry Stankiewicz joined the meeting at 8:30pm. The Board updated Mr. Stankiewicz on the Township matter, and Mr. Youssouf re-read his letter for Mr. Stankiewicz. Discussion was held, and it was confirmed by Mr. Stankiewicz and Mr. Youssouf that the Board does not need a certification back from the State, as it is mandatory that the Township pay. Mr. Stankiewicz then reviewed the financials with the Board.

Chairman Toutouchi interrupted the Board of Commissioner meeting to join the Freehold Township Council meeting.

Motion made by Mr. Toutouchi to recess in order to attend the Freehold Township Council meeting at 8:52pm.

Second: Mr. Story

4-0 all in favor

(back from township meeting at 9:38pm)

Chairman Toutouchi called the Board of Commissioner's meeting back to order at 9:39pm.

Motion made by Mr. Toutouchi authorizing the Board Auditor-Gerry Stankiewicz to go ahead with sending the budget into Trenton.

Second: Mr. Fogarty

Roll call vote: 4-0 all in favor

2nd Assistant Chief Craig Haas had nothing to report.

Captain Petersen read his report into record.

1st Lieutenant Frank Santore updated the Board on gear cleaning and repairing. All firefighters are currently self-cleaning their gear after calls. Lt. Santore further stated that unless things need to be repaired, there would be no sending gear out until there is money in the budget. Some new firefighters do not have accountability tags on their jackets—waiting on one more quote for that.

2nd Lieutenant Burmeister had nothing to report.

President's Report: President Timo requested time with the Board in executive session for personnel reasons.

Old Business: Chairman Toutouchi addressed the Stonehill fire incident with the intentions of discussing it further with Firefighter Tom Caruso, as he had requested at the last meeting. Chief Haas and Chief Reifer were available to discuss the matter, but Mr. Caruso was not at the meeting. The matter is closed until Mr. Caruso reopens it.

New Business: Mr. Fogarty discussed the following ways to cut back on bills:

- Getting rid of Post Office box. Mr. Youssouf approved.
- Using personal cell phones vs. District cell phones. Mr. Youssouf's recommended using business phones for business.
- Cell phone bills indicated no to little usage. Mr. Fogarty asked Chief to bring it up in their next meeting.
- Board asked Chief to look into whether or not MDT's were being used.
- Board discussed getting rid of more phones in the offices.

Audience: Chief Reifer asked if it was worth it to put the money into the Expedition, since

the purchase of a new vehicle was on hold. Commissioner Lengyel listed all of the problems with the vehicle, and the Board decided it was not worth the money needed to fix it.

Motion made by Mr. Fogarty to go into executive session for the purpose of discussing personnel matters at 10:06pm.

Second: Mr. Lengyel

Roll call vote: 4-0 all in favor

(back from executive at 11: 15pm)

Board indicated to President Timo that the matter discussed in the executive session would be tabled until the next workshop meeting in two weeks.

There being no further business, Mr. Story made a motion to adjourn the meeting at 11:17pm.

Second: Mr. Toutounchi

4-0 all in favor

Respectfully submitted,

John Toutounchi, Chairman

/rd