

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

Regular Meeting

February 26, 2019

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 and Commissioners 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.

Chairman Toutouchi suspended the regular business to give the floor to Firefighter Rachel Mitzelman, who is a mobile intensive care paramedic, with 8 years of EMS experience. Ms. Mitzelman reported her inventory of the medical supply closet at the district. All supplies were updated, and a list was given to Mr. Toutouchi for items needed in order to properly restock the closet and the Chief's vehicles with medical supplies. The Board and 1st Asst. Chief Dan Spicuzza thanked Ms. Mitzelman for a job well done.

Treasurer's Report: Mr. Fogarty read his February 26, 2019 Treasurer's Report into record.

Motion was made by Mr. Fogarty to transfer \$25,000 from Ocean First money market to Ocean First checking and to pay the bills in the amount of \$24,843.62

Second: Mr. Story

Roll call vote: 4-0 all in favor

Legal: Mr. Youssef congratulated the Board for a successful outing at the polls and requested that Commissioner Toutouchi read the recent election results into the record.

Election Results:

Budget: yes 235, no 180

Truck: yes 253, no 139

Commissioner Horan: 337

Write-ins: Paul Nicolosi (1); Frank Butto (1) Donald West (1); Russel Prochnow (1)

Mr. Toutouchi indicated that certified poll workers of the Monmouth County Board of Elections ran the mail-in ballots.

Mr. Youssef gave the Board the Official Provisional Ballot and explained the process of sending it with the budget material over to the DCA. Mr. Youssef also provided the Board with a bill from Reliance Graphic Inks from Verona, NJ in the amount of \$970. Reliance Graphics was awarded the countywide contract for absentee and provisional ballots. The Board should send a voucher to Reliance and request that they send a signed voucher back. Mr. Youssef further provided the Board with the original Nominating Petition for the Office of Fire Commissioner for Kevin Horan, which should be part of the official records of the Board.

Mr. Youssef read correspondence from the attorney for the property owner next to the Georgia Road firehouse, requesting that the Board perfect the existing right-of-way easement by signing a Deed of Easement due to the fact that they are selling the property to Monmouth County. Mr.

Youssouf explained that this would be an ingress/egress easement, which means that the only restriction would be that the Board could not close off access to their property for any reason. The adjacent property owner would not have the right to build on that easement in any way, shape or form, and said property owner would maintain the access. Mr. Youssouf's recommendation was that the Board authorize him to respond to the attorney in cooperating with his request. The Board authorized Mr. Youssouf to proceed. Mr. Story said he would talk to the owner to get more details by the next regular monthly meeting.

Mr. Youssouf advised the Board that the participation in the co-op is still valid, and the Board can go ahead and buy two Chief's vehicles. Mr. Fogarty confirmed that the funds (\$80,000) are in our budget now, and the new budget that just passed (\$65,000).

Motion made by Mr. Fogarty to purchase a 2018 Chevrolet Tahoe SSV 5W4 for \$36,750 and a 2019 Chevrolet Tahoe SSV 5W4 for \$37,614 through the Cranford Co-op.

Second: Mr. Lengyel

Roll call vote: 4-0 all in favor

Mr. Youssouf confirmed with the Board the meeting dates for the 2019/2020 year:

4/23, 5/28, 6/25, 7/23, 8/27, 9/24, 10/22, 11/26, 12/17, 1/28/20, 2/25/20, 3/24/20

The Board confirmed with Mr. Youssouf that they would continue to use Ocean First Bank for both checking and money market.

Board instructed Mr. Youssouf to hold off on the Fire Company contract until they discuss it further.

Motion was made by Mr. Story to approve the minutes from the January 22, 2019 regular meeting.

Second: Mr. Lengyel

Roll call vote: 3-0 (Mr. Story abstained.)

Motion was made by Mr. Lengyel to approve the minutes from the February 12, 2019 special workshop meeting.

Second: Mr. Fogarty

Roll call vote: 3-0 (Mr. Story abstained.)

Buildings:

- Mr. Lengyel said the cabinets are installed.
- 1st Lt. Frank Santore asked if the Board could check the garage doors.
- 2nd Lt. John Burmeister requested that the interior lights at Georgia Road be taken care of. Board confirmed that it is being done.

Correspondence: (none)

Insurance:

- Mr. Fogarty needs an updated roster list for VFIS.
- Kirk Insurance coming to March workshop.
- Liberty's audit—roster was off by one person. Fifty-two (52) active members right now.

Officer's Report:

Chief Ralph Reifer: read his report into record.

- New member—Sean Poll

- Letter from Asbury Park Fire Chief requesting storage for their 1928 antique fire apparatus until they can find a long-term solution. Board discussed, and no one objected. Chief Reifer can go ahead.
- Channel 77 interviewed firefighters and Mayor McMorrow.
- Thanked 1st Asst. Chief Dan Spicuzza and Captain Dan Petersen for the work on getting the truck.

Mr. Toutouchi confirmed with Chief Reifer that he reminded all members of the harassment class on April 17th.

1st Asst. Chief Dan Spicuzza: nothing to report.

2nd Asst. Chief Craig Haas: nothing to report.

Captain Dan Petersen: read his report into record.

Motion made by Mr. Fogarty authorizing the purchase of a skid mount truck compressor system with fill station under NPP.GOV Contract #PS17006, at an estimated cost not exceed \$65,000.

Second: Mr. Lengyel

Roll call vote: 4-0 all in favor

1st Lt. Frank Santore advised that the one MDT tablet is not working; he is currently looking into it. Everything else is working out well. Gear status quo.

2nd Lt. John Burmeister: reported progress.

Fire Company: President Neil Timo congratulated Commissioner Horan on his election and commended the Board for getting the budget passed. President Timo then questioned the Board as to why Smithburg is being used to store old trucks and further stated that at some point we need to get that firehouse operational. The Board agreed.

Benefit for the Bartone family—Mr. Story recommended that the prizes/gifts get stored in the locked conference room.

Old Business:

Board discussed getting a free estimate on the old Chief's Explorer before deciding what to do with it. No one objected, as long as it will not cost the Board anything (for towing, estimate, etc.).

President Timo asked if the Fire Company could fix it and keep it for a company car and have the Board insure it. Board decided to wait for estimate before discussing options.

On a personal note, President Timo asked if Board was interested in selling 77. Board discussed with Mr. Youssouf, who said once it is deemed no longer needed for firefighter use, then they can do whatever they want. If sold, it has to be the estimated fair market value less than or same as the quotation threshold (\$2,650), then it can be sold without public advertisement/bidding. If it is between \$2,650-17,500 Board must then have a public auction and sell to the highest bidder.

New Business: The Board spoke about moving forward with the following projects:

- Mr. Story will be getting quotes for the kitchen project.
- Mr. Lengyel will be using Warshauer for the generator, who is on State Contract (no quotes needed).
- Mr. Horan will be working on the washer/dryer project.
- Mr. Horan will start looking at a new location at Georgia Road for the gear.

- Mr. Fogarty will not be here for the May meeting.
- Mr. Fogarty spoke with the Board Auditor, who said we will start the audit in two weeks.
- Nothing will be purchased or installed until May/June until the checks are deposited into the bank. Once Mr. Fogarty gives the okay, we can start moving forward with the projects.

Correspondence: Someone from the Town Council is requesting a copy of the Board's check ledger for 2018. Board Attorney advised that the Township must submit an OPRA request.

Audience:

Jack Sherer requested a copy of the insurance policy. Board will take care of it.

Motion made by Mr. Story to go into executive session for the purpose of discussing personnel matters and lawyer/client privileged material at 8:45pm.

Second: Mr. Fogarty

4-0 all in favor

(back from executive 9:15pm)

Motion made by Mr. Fogarty to write a check for the 2018 Chevy Tahoe in the amount of \$35,750 (reduced from \$36,750).

Second: Mr. Lengyel

4-0 all in favor

Motion made by Mr. Fogarty to write a check for the 2019 Chevy Tahoe in the amount of \$37,614.

Second: Mr. Lengyel

4-0 all in favor

There being no further business, Mr. Fogarty made a motion to adjourn the meeting at 9:30pm.

Second: Mr. Lengyel

4-0 all in favor

Respectfully submitted,

John Toutouchi, Chairman

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