

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

**Regular Meeting**

**March 26, 2019**

Chairman John Toutouchi called the regular meeting of the Board of Fire Commissioners to order at 7:36pm. 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, Kevin Horan and Stephen Lengyel. Also in attendance were Board Attorney-Joseph Youssef and Board Secretary-Rachel Davis.

First order of business was for Mr. Youssef to administer the oath of office to the newly elected commissioner—Kevin Horan. All congratulated Commissioner Horan.

At this time a reorganization of the Board was held.

**Motion was made by Mr. Story to return all sitting Commissioners to the offices they held in 2018.**

Second: Mr. Horan

5-0 all in favor

The next order of business is the Reorganizational Resolutions, as follows:

Mr. Youssef reviewed the Resolution Scheduling Meeting Dates for the Year 2019. Said meetings will be held on the fourth Tuesday of every month commencing at 7:30pm. Mr. Youssef confirmed the upcoming Board of Fire Commissioner meeting dates for the year 2019: 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.

**Motion was made by Mr. Story to accept the Resolution Scheduling Meeting Dates for 2019.**

Second: Mr. Horan

5-0 all in favor

**Motion was made by Mr. Fogarty to accept the Resolution Designating Official Depositories of Fire District Funds for 2018.**

Second: Mr. Story

5-0 all in favor

**Motion was made by Mr. Story to accept the Resolution Designating Official Newspapers for 2019.**

Second: Mr. Horan

5-0 all in favor

**Motion was made by Mr. Story to accept the Resolution Appointing Gerard Stankiewicz District Auditor for the Year 2019.**

Second: Mr. Horan  
5-0 all in favor

**Motion was made by Mr. Story to accept the Resolution Appointing Joseph D. Youssef, Esq. Board Attorney for 2019.**

Second: Mr. Horan  
5-0 all in favor

**Motion was made by Mr. Story to accept the Resolution Appointing Rachel Davis Board Secretary for 2019.**

Second: Mr. Horan  
5-0 all in favor

The Board was successfully reorganized.

**Legal:** Mr. Youssef read into the record the Resolution Authorizing the Purchase of One Truck Mounted SCBA Breathing Air Compressor System, which should be attached to the February meeting minutes.

Mr. Youssef reviewed the Resolution and Group Affidavit certifying that the Board of Commissioners has received, reviewed and approved the findings of the Local Finance Board.

**Motion was made by Mr. Fogarty accepting the Group Affidavit of the Local Finance Board.**

Second: Mr. Story  
Roll call vote: 5-0 all in favor

Board members then signed said Affidavit.

Mr. Youssef reviewed Robert's Rules of Order regarding the importance of keeping audience participation orderly.

**Motion was made by Mr. Lengyel to approve the minutes from the February 26, 2019 regular meeting.**

Second: Mr. Story  
Roll call vote: 4-0 (Mr. Horan abstained.)

**Motion was made by Mr. Lengyel to approve the minutes from the February 26, 2019 executive meeting.**

Second: Mr. Story  
Roll call vote: 4-0 (Mr. Horan abstained.)

**Motion was made by Mr. Story to approve the minutes from the March 12, 2019 workshop meeting.**

Second: Mr. Lengyel  
Roll call vote: 4-0 (Mr. Horan abstained.)

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

**Motion was made by Mr. Fogarty to transfer \$27,000 from Ocean First money market to Ocean First checking and to pay the bills in the amount of \$26,841.08.**

Second: Mr. Story

Roll call vote: 5-0 all in favor

**Correspondence:** (none)

**Buildings:**

- Mr. Lengyel reported that the generator is going in when we get our check;
- Mr. Lengyel suggested a photocell in building, approximately \$2,400;
- Mr. Story suggested motion sensors to keep lights from being left on;
- Mr. Lengyel stated that Georgia Road lights need changing; one quote \$4,600, he will get more quotes;
- Kitchen—Mr. Story provided the Board with two different quotes—one from World Class Kitchen and Bath and another from Dream Stone. Board reviewed and must decide which direction they want to go. Third quote coming out tomorrow.
- OSHA matter will be revisited at the next workshop meeting.
- Washer/Dryer Placement: Mr. Horan reviewed options and said that Georgia Road was the best option. There are a lot of unanswered questions. Board will revisit.

**Insurance:** There is one claim for an accident involving 16-1-98, 2016 Ford F350 repair \$1,889.50. Insurance company approved the repair.

**Old Business:** Board discussed physicals having the driver-only status as possibly being a liability and also a life-safety matter. Discussion was held at length supporting both sides of the issue. Mr. Toutouchi asked Captain Petersen to look into the PEOSHA guidelines, and the matter was tabled to the next workshop meeting.

Mr. Toutouchi followed up on the requirement of yearly physicals from the previous workshop discussion, where the Board questioned how often members should be required to get a physical.

**Motion was made by Mr. Story to require a mandatory physical for every member, based off of the doctor's recommendation of 1, 3 or 5 years and mandatory physicals every year over 40, with the EKG at the doctor's recommendation.**

Second: Mr. Lengyel

Roll call vote: 5-0 all in favor

Mr. Toutouchi will be responsible for scheduling the physicals for alternate years, depending on the 1/3/5 doctor recommendation.

Board agreed to accept outside agency physicals from Centra State Hospital only.

## **Officer's Report:**

**Chief Ralph Reifer:** read his report into record.

- Letter from Freehold Township Recreation confirming Saturday, July 13th, will be Freehold Township Day, with a rain date of July 21st.
- Chief requested the Board to review the Policy and Guidelines for Junior Members. Commissioner Story reviewed the state guidelines for junior firefighters and stated that he found that they are in compliance.
- The third Wednesday of every month is an extrication class for overview of the rescue truck.

**1st Asst. Chief Dan Spicuzza:**

- Bartone benefit will be on April 4th. Englishtown will be on stand-by. Board said to feed them and submit the food bill to the Board.
- Asked if they could cut cars here. Board agreed, as long as there are no fluids and glass is cleaned up.
- Mr. Toutouchi advised that the updated SOG book is due in June.

**2nd Asst. Chief Craig Haas:** (nothing to report)

(Board took 5-minute break at 8:57pm; back at 9:02pm)

**Captain Dan Petersen:** read his report into record.

- Reviewed truck specs. Board said Captain Petersen did a great job;
- Thermal cameras are needed. Board advised to move forward.

**1st Lt. Frank Santore:**

- Going to start using Minerva for gear cleaning;
- Nashville training conference is October 8-12th. Board requested pricing information by next workshop. Board budgeted for seven (7) members a year could attend a conference, not to exceed \$2,000/person;
- MDT usage.

**2nd Lt. John Burmeister:**

- Started scheduling the maintenance on the equipment;
- ESI coming out April 8th for Holmatro and May 7th/8th for SCBA's;
- Georgia Road—we have to move forward with the lights.

**Fire Company:** progress, per Rachel Mitzelman, who had to leave the meeting early.

**Old Business:**

Old Chief's car estimate from Freehold Ford came back at \$6,500 to fix. Board decided to scrap it.

Captain Petersen advised the Board that his son received another bill.

**New Business:**

**Motion was made by Mr. Fogarty to cut a check, not to exceed \$30,000, to move forward with JC Emergency Lighting.**

Second: Mr. Horan

Roll call vote: 5-0 all in favor

Mr. Toutouchi reviewed the list of each Commissioner's responsibilities.

**Audience:** (nothing)

**There being no further business, Mr. Story made a motion to adjourn the meeting at 9:27pm.**

Second: Mr. Horan

5-0 all in favor

Respectfully submitted,

Kevin Horan, Secretary  
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