

Board of Fire Commissioners

January 24, 2018

Meeting Minutes

- *The regular monthly meeting of the Board of Fire Commissioners District 2 Wall NJ was called to order by Chairman John Tennissen at 7 pm. After the salute to the flag roll call was taken. Members present were John Tennissen, Rob Coman, Jeff Jannarone, Craig Trainor and Harlon Bauter. Minutes of the previous meeting were read and approved. Also, minutes from the special meetings on December 27, 2017 and January 18, 2018 were read and approved. Motion by Coman second by Tennissen to approve all three minutes.*
- **Correspondence**
 - *Numerous letters and copies of letters from Attorney Sendzik*
 - *Minutes from New Jersey Association of Fire Districts*
 - *Letter from Danskin reference expiring blanket accident & sickness policy*
 - *BNY Mellon account statement*
 - *Statement from First Hope Bank*
- **Treasurer's Report**
 - *\$33,642.19*
- **Approval of Vouchers and Bills**
 - *Motion by Jannarone second Coman to pay bills. Approved 5-0*
- **Fire Chief's Report**
 - *31 Fire Calls 2 Fire Drills*
 - *2-73 Out of Service for about 3 weeks*
 - *New backup policy*
 - *Fit test going well*
 - *Blood borne and RTK can be done on DMS*
 - *Progress on 2-75 equipment*
 - *Equipment list to be addressed*
 - *New handle needed for rear door at main house*
- **Committee Reports**
 - **House**
 - *Front door lock needs to be fixed or replaced*
 - **Fire Prevention**

- *District 3 ok with Joint Board meeting. No response from District 1*
 - **Trucks & Equipment**
 - *Auction off old Kenwood Radios on Gov,bid*
 - *Quote for new command vehicle*
 - **Personnel**
 - *Harassment training needed*
- **Unfinished Business**
 - *Many conflicts with dispatch*
 - *Progress on US census*
- **New Business**
 - *Question about use of the gym and liability. Attorney Sendzik to be contacted*
- **Solicitor's Report**
 - *Change of date for meetings*
- **Future Agenda Items**
 - *Setting up meeting for future of the district*
- **Good of the Board**
 - *New voting district being put into fire house for primary and general elections*
- **Next meeting will be February 28 2018**

Motion by Jannarone second by Trainor to adjourn

Meeting Adjourned 8:10pm

Respectfully submitted

Harlon D Bauter, Clerk

Board of Fire Commissioners

February 28, 2018

Meeting Minutes

- *The regular monthly meeting of the Board of Fire Commissioners District 2 Wall NJ was called to order by Chairman John Tennissen at 7 pm. After the salute to the flag roll call was taken. Members present were John Tennissen, Rob Coman, Jeff Jannarone and Craig Trainor.*
- *Minutes of the previous meeting were read and approved. Motion by Tennissen second by Coman to approve*
- **Correspondence**
 - *Numerous letters and copies of letters from Attorney Sendzik; Contract with Approved State Contract vendors pursuant to NJAC 40; 11-12 (A) and 5:24, 29C*
 - *Renewal Policy from VFIS*
 - *Copies of invoices from APP & Coast Star for ads*
- **Treasurer's Report**
 - *\$41,370.41*
- **Approval of Vouchers and Bills**
 - *Motion by Jannarone second Coman to pay bills. Approved 4-0*
- **Fire Chief's Report**
 - *28 Fire Calls 2 Fire Drills*
 - *Equipment to be removed from 2-75*
 - *New backup policy*
 - *Fit tests almost completed*
 - *Equipment list approved except for radio for 2-76*
 - *Thanks to Justin Carlsen, Rachel Murray, Chris Nelson and Jess Clayton involved with Read Across America*
- **Committee Reports**
 - **House**
 - *Issue with wireless locks to be resolved with wired locks*
 - *3rd party service to contract for elevator maintenance*
 - *Planned generator servicing for approximately \$1,700 per year*

- **Fire Prevention**

District 3 ok with Joint Board meeting with still no response from District 1

- **Trucks & Equipment**

- *Report covered*

- **Personnel**

- *Harassment training needed*

- **Unfinished Business**

- *Many conflicts with dispatch*

- *Progress on US census*

- **New Business**

- *Question about use of the gym and liability. Attorney Sendzik to be contacted*

- **Solicitor's Report**

- *None*

- **Future Agenda Items**

- *Setting up Planning committee*

- **Good of the Board**

None

- **Next meeting will be February 28 2018**

Motion by Jannarone second by Trainor to adjourn

Meeting Adjourned 8:15pm

Respectfully submitted

John Tennissen, Acting Clerk

**Board of Fire Commissioners
District 2, Wall, NJ
March 28, 2018
Meeting Minutes**

The regular monthly meeting of the Board of Fire Commissioners, District 2, Wall, NJ, was called to order and members present were John Tennissen, Rob Coman, Craig Trainor, Jeff Jannarone and Brent Weaver. The minutes from the previous meeting were read and approved.

Bills

- Approved

Chief's Report

- 64 calls, 2 drills
- Board was asked to consider stipends for volunteer members; no action was taken but full-time employees will be sought.
- Equipment which was ordered has begun to come in.

Correspondence

- Copies of notices sent to newspapers received from Attorney Sendzik.

House

- Progress on locks
- Quote received for \$9,780 to repair tiles in weight room. Motion made approved to proceed with work.
- Lines will be painted on apparatus floor and on the exterior.

Board of Fire Prevention

- No meeting scheduled

Trucks and Equipment

- Report attached from Capt. Rosenfeld in addition to new tires for 2-76 and a new front light for 2-73.
- 2-75 to be placed on gov. bids.com for sale A special drill will be held to remove any equipment

Old Business

- None

New Business

- Motion made and approved for 2% increase for paid employees
- Annual Reorganization for Board:
 - Mr. Sendzik will remain as the Attorney for the Board;
 - The Asbury Park Press and Coast Star will remain as newspapers for the Board.

- Mr. Robert Hulsert will remain as Auditor;
- Mr. Steve will remain as Q.P.A.
- Meeting nights will be changed to the Fourth Tuesday of each month at 7:00 P.M. at the Belmar Boulevard Firehouse;
- Members: * John Tennissen will remain as Chairman;
 - * Rob Coman will remain as Treasurer;
 - * Craig Trainor will handle Trucks and Equipment;
 - * Jeff Jannarone will continue handling personnel.
 - * Brent Weaver was asked to take the position of Clerk, but he refused, as he wants to handle trucks and equipment.
It was explained to him that the position was taken and that we need to fill the position of Clerk.
He refused again and when Rob Coman specifically asked if was refusing to accept the position, he answered that he was.

Personnel

- Progress

Treasurers Report

- Placed in folder

Meeting adjourned at 8:39 P.M.

Respectfully Submitted,

John Tennissen
Acting Clerk

**Board of Fire Commissioners
District 2, Wall, NJ
April 24, 2018
Meeting Minutes**

The regular monthly meeting of the Board of Fire Commissioners, District 2, Wall, NJ, was called to order and members present were John Tennissen, Rob Coman, Craig Trainor, Jeff Jannarone and Brent Weaver. The minutes from the previous meeting were read and approved.

Bills

- Approved

Chief's Report

- Changes in Box Alarm notifications
- RIT training will be forthcoming
- More drivers needed
- 2 new members introduced to Board: James Skinner and Devon Auen

Correspondence

- Copies of notices sent to newspapers received from Attorney Sendzik-Notices to APP and Coast for Revised Notice for meetings.
- First Hope Bank sent statement

House

- Progress on locks
- HVAC contractors to look at system; Carrier and another carrier will check.
- Heater will also be checked

Board of Fire Prevention

- Meeting scheduled for April 30, 2018

Trucks and Equipment

- Report attached from Capt. Rosenfeld read
- 2-90 to be repaired at Pierce's expense

Old Business

- We will hold on adding per-diems and full-time employees
- Stipend employees will not be considered

New Business

- Resolution 2018-02 Authorizing Sale of Surplus Person Property No Longed needed for Public Use On An Online Auction Website Pursuant to Local Finance Notice 2008-9 Dated April 28, 2008
- Pricing for new gym equipment will be researched and provided at May meeting

Personnel

- Commissioner Jannarone advised that he would take the Clerk position on the condition that a person be hired to take the notes and publish the minutes. Research to begin on finding such a person.

Treasurers Report

- Placed in folder

Meeting adjourned at 8:34 P.M.

Respectfully Submitted,

John Tennissen

Acting Clerk

WALL TOWNSHIP FIRE DISTRICT #2

3404 Belmar Boulevard
P.O. Box 1405
Wall, New Jersey 07719-1405

John A. Tennissen, Chairman of the Board
Robert S. Coman, Vice Chairman
Jeffrey P. Jannarone, Commissioner
Craig F. Trainor, Commissioner
Brent Weaver, Commissioner



Chris J. Rosenfeld
Captain

(732) 681-6435
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FIRE DISTRICT NO. 2 MEETING MINUTES

June 26, 2018
7:00 PM

Chairman Tennissen	Present	Commissioner Trainor	Present
Commissioner Coman	Present	Commissioner Weever	Present
Commissioner Jannarone	Present	Board Clerk Pagnoni	Present

Sunshine Statement

Chairman Tennison summarized the agenda

Roll-call was taken by Board Clerk

Approval of Minutes:

- 5/22/2018
 - Chairman Tennissen read the minutes for the Commissioners who did not receive the minutes prior to the meeting.
 - An amendment to the minutes was made.

Roll Call Vote: Approval of Minutes

Chairman Tennissen	Yea
Commissioner Coman	M - Yea
Commissioner Jannarone	2nd - Yea
Commissioner Trainor	Yea
Commissioner Weever	Yea

<u>Yea</u>	<u>Nay</u>	<u>Recuse</u>	<u>Absent</u>
5	0	0	0

Correspondence – Chairman Tennissen

- Chairman Tennissen reported that Mike Hines would be applying for PERS.

Treasurer's Report – Commissioner Coman

- Commissioner Coman highlighted some of the payments due and the total due.
 - Commissioner Coman asked for a motion to approve the vouchers in the amount of \$344,365.20

Roll Call Vote: Approval of Vouchers

Chairman Tennissen	Yea
Commissioner Coman	2nd - Yea
Commissioner Jannarone	Yea
Commissioner Trainor	M - Yea
Commissioner Weever	Yea

<u>Yea</u>	<u>Nay</u>	<u>Recuse</u>	<u>Absent</u>
5	0	0	0

Chiefs Report: Chief Spera

- The Chief Spera reported that there were 47 calls 3 drills in the month.
- He provided an update on the speaker microphones.
- He announced that nozzles have been received but, they have not yet purchased thread protectors.
- He announced that the Township would be hosting the Wall Fair and discussed the firework display.
- Chief Spera discussed cleaning the district's gear and a tracking system for the same. He noted it would provide needed accountability.
 - The Commissioners agreed that the gear should be cleaned once a year at a minimum with an inspection.
- He reported that four members took a class in Neptune and asked for reimbursement. The noted that the class covered fire ground tactic strategies (overview).
 - The Commissioners were in favor
- Chief announced that the SOP review changes were being reviewed with a Committee for the next meeting.

Committee Reports

Old Business-

House Report – Commissioner Coman

- He noted that kitchen hoods were inspected and approved.
 - He advised that there was a leak in a vent, being looked at for repairs
- He reported that the lights in the gym are not fully on but are being taken care of.
- Commissioner Trainor inquired about painting new lines at the apron of Belmar Boulevard
 - Commissioner Jannarone noted that he would at the next meeting with information from the County

Fire Prevention – Commissioner Coman

- Ongoing

Trucks and Equipment- Commissioner Trainor

- Commissioner Jannarone recommended that a vehicle have the lights stripped so it would not be a responding vehicle.
- Commissioner Coman noted that all sets of gear were put into service with one possible addition.
- He reported that the gear is close to expiration by the guideline.
 - He explained the reflective material on the gear has a different expiration than the rest of the gear.
- He reported that leather helmets are appearing to become costlier and that the alternative is almost half the price.

Personnel – Commissioner Jannarone

- Commissioner Jannarone asked that a list of all the members be submitted by next month for relief association. He noted that it would likely be on for action via resolution at the next meeting
- Commissioner Jannarone made a motion to reimburse the members that attended the training
 - **Resolution 18-0601 – Authorizing Certain Reimbursements**

Roll Call Vote: 18-0601

Chairman Tennissen	Yea
Commissioner Coman	Yea
Commissioner Jannarone	M - Yea
Commissioner Trainor	2nd - Yea
Commissioner Weever	Yea

<u>Yea</u>	<u>Nay</u>	<u>Recuse</u>	<u>Absent</u>
5	0	0	0

- He recommended SOP implementation through training with the addition of enforcement.
 - He noted that the current SOG has no disciplinary policy. He explained that discipline is not always punitive, but it is necessary.
- A discussion ensued regard the terminology of SOP vs SOG
- A discussion regarding response time ensued.
- He advised the Board that direction is being sought for possible disciplinary action.

New Business

- Chairman Tennissen noted that the bank needed new signature cards for the bank
 - **Resolution No. 18-0602 - Authorizing All Members of the Board of Fire Commissioners Fire District No. 2 to be Check Signers**

Roll Call Vote: 18-0602

Chairman Tennissen	Yea
Commissioner Coman	M - Yea
Commissioner Jannarone	Yea
Commissioner Trainor	Yea

<u>Yea</u>	<u>Nay</u>	<u>Recuse</u>	<u>Absent</u>
5	0	0	0

- **Resolution No. 18-0603** - Authorization to Execute a Contract with Reading Fire Equipment For the Purchase of Turnout Gear Through State Contract in an amount not to exceed \$15,609.12

Roll Call Vote: 18-0602

Chairman Tennissen	Yea
Commissioner Coman	M - Yea
Commissioner Jannarone	Yea
Commissioner Trainor	2nd - Yea
Commissioner Weever	Yea

<u>Yea</u>	<u>Nay</u>	<u>Recuse</u>	<u>Absent</u>
5	0	0	0

- Commissioner Coman reported that the auditor is working on the audit
- Attorney Sendzik advised the Board of OPMA in reference to RICE notices
- Attorney Sendzik distributed material for suggestions to the fitness policy.

Public Comment – OPPORTUNITY FOR ANYONE PRESENT TO COMMENT (LIMIT SEVEN (7) MINUTES PER SPEAKER)

No public comment

Motion to Adjourn- **Commissioner Coman**

Seconded- **Commissioner Trainor**

Meeting adjourned **8:00 p.m.**

Respectfully submitted,



Jeffrey P. Jannarone
Board Clerk

WALL TOWNSHIP FIRE DISTRICT #2

3404 Belmar Boulevard
P.O. Box 1405
Wall, New Jersey 07719-1405

John A. Tennissen, Chairman of the Board
Robert S. Coman, Vice Chairman
Jeffrey P. Jannarone, Commissioner
Craig F. Trainor, Commissioner
Brent Weaver, Commissioner



Chris J. Rosenfeld
Captain

(732) 681-6435
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FIRE DISTRICT NO. 2 MEETING MINUTES

July 24, 2018
7:00 PM

Chairman Tennissen	Present	Commissioner Trainor	Present
Commissioner Coman	Present	Commissioner Weever	Present
Commissioner Jannarone	Present	Board Clerk Pagnoni	Present

Sunshine Statement

Chairman Tennissen summarized the agenda

Roll-call was taken by Board Clerk

Correspondence –

- Report of the resignation of member Mike Hines.

Chiefs Report: Chief Spera

- The Chief Spera reported that there were 59 calls and 2 drills.
- He asked that the board consider the purchase of (2) Panasonic Toughpad for 2-30 and 2-90 from Computer Systems and Methods at a price not to exceed \$6,630.00
 - The Board asked for additional information regarding the toughpads before making the purchase
- He introduced the new member, John Velazquez-Chiusolo.
- **Resolution No. 18-0702** - Personnel

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
John Velazquez-Chiusolo	Volunteer Firefighter	07/25/2018

Roll Call Vote: 18-0702 Personnel

Chairman Tennissen	Yes
Commissioner Coman	Yes
Commissioner Jannarone	M - Yes
Commissioner Trainor	Yes
Commissioner Weever	2nd - Yes

<u>Yea</u>	<u>Nay</u>	<u>Recuse</u>	<u>Absent</u>
5	0	0	0

Solicitors Report –

- Attorney Sendzik distributed the report from the 2017 Audit
- **Resolution No. 18-0703** - Certifying the Review of the Findings and Recommendations of the 2017 Audit

Roll Call Vote: 18-0703 Audit

Chairman Tennissen	2nd - Yea
Commissioner Coman	M - Yea
Commissioner Jannarone	Yea
Commissioner Trainor	Yea
Commissioner Weever	Yea

<u>Yea</u>	<u>Nay</u>	<u>Recuse</u>	<u>Absent</u>
5	0	0	0

- Attorney Sendzik discussed the need to put items no longer in use to public sale
 - The Board agreed with Attorney Sendzik
- **Resolution No. 18-0704** - Authorization of the sale of surplus personal property no longer needed for public use on an online auction website pursuant to Local Finance Notice 2008-9

Roll Call Vote: 18-0704 Public Sale

Chairman Tennissen	Yea
Commissioner Coman	M - Yea
Commissioner Jannarone	Yea
Commissioner Trainor	2nd - Yea

Commissioner Weever

<u>Yea</u>	<u>Nay</u>	<u>Recuse</u>	<u>Absent</u>
5	0	0	0

Auditor Report – Commissioner Coman

- Commissioner Coman reported that all items are on going.

Chairman Report –

- All items are ongoing

Committee Reports

House Report – Commissioner Coman and Commissioner Weever

- Commissioner Weever reported that the hot water is once again, hot.
- He noted that the range hood is still rattling and requires additional attention.
 - The public made various suggestion as to its ailment.
- Commissioner Weever inquired about the door locks
- Commissioner Jannarone reported the lines were placed on the county calendar for painting.

Fire Prevention – Chairman Tenneson and Commissioner Coman

- All items are ongoing
-

Trucks and Equipment- Commissioner Trainor

- Commissioner Trainor reported gear would be required for the new member.

Personnel – Commissioner Jannarone

- Commissioner Jannarone reported that Mike Hines retired on July 11, 2018
- **Resolution No. 18-0705** - Authorizing the Separation of Mike Hines

Roll Call Vote: 18-0705 Separation Resolution

Chairman Tenneson	Yea
Commissioner Coman	2nd - Yea
Commissioner Jannarone	M - Yea
Commissioner Trainor	Yea
Commissioner Weever	Yea

<u>Yea</u>	<u>Nay</u>	<u>Recuse</u>	<u>Absent</u>
5	0	0	0

- Commissioner Jannarone asked that names on the Wall Township Fireman's Relief

Association No. 374 to be entered as members of the District; doing so entitles rights and privileges

- o **Resolution No. 18-0706** - Authorization to submit the names of the Wall Township Fireman's Relief Association No. 374 as members of the Company

Roll Call Vote: 18-0706 - Names to the Company

Chairman Tennissen	Yea
Commissioner Coman	2nd - Yea
Commissioner Jannarone	M - Yea
Commissioner Trainor	Yea
Commissioner Weever	Yea

<u>Yea</u>	<u>Nay</u>	<u>Recuse</u>	<u>Absent</u>
5	0	0	0

- o Commissioner Jannarone inquired about the Board's authority regarding membership.
 - Council advised that the board cannot force the company to accept a member.
 - Commissioner Jannarone reported that an investigation was never conducted. He asked if the Board should proceed with an investigation
 - Council noted that the board need not move forward with a hearing and investigation. He further noted that if an applicant claims to be of a protected class a hearing may be conducted.

Consent Agenda

- o All items listed on the "Consent Agenda" are considered routine by the Board of Fire Commissioners and will be adopted or approved collectively by a single motion and roll-call vote of a majority of the Board. All items are available for public inspection at this meeting and in the office of the Captain. There will be no separate discussion of these items. If a discussion is desired on any item, it will be considered separately. The Chairman asks if any member of the Board of Fire Commissioners wishes to consider any item separately. If not, he/she requests a motion to approve the items listed. Seconded-Roll Call Vote
 - A. **Approval of June 26, 2018 Minutes**
 - B. **Resolution No. 18-0701** - Approval of Vouchers: June 27, 2018 through July 24, 2018 in the amount of \$311,489.05

Roll Call Vote: 18-0701

Chairman Tennissen	2nd - Yea
Commissioner Coman	M - Yea
Commissioner Jannarone	Yea

Commissioner Trainor

Yea

Commissioner Weever

Yea

Yea

5

Nay

0

Recuse

0

Absent

0

- o The Board discussed the need to purchase helmets and agreed to make the purchase.

Public Comment – OPPORTUNITY FOR ANYONE PRESENT TO COMMENT

Scott Murray Assistant Chief –

- o Mr. Murray made an inquiry regarding stipends.
 - The Board discussed budgetary concerns. Commissioner Jannarone noted that the budget and finance committee would discuss adding it to the following year's agenda

Good of the Board

- o Commissioner Jannarone reported on the health of a member.

Motion to Adjourn- **Commissioner Trainor**

Seconded- **Commissioner Coman**

Meeting adjourned 7:45 p.m.

Respectfully submitted,



Jeffrey P. Jannarone
Board Clerk

WALL TOWNSHIP FIRE DISTRICT #2

3404 Belmar Boulevard
P.O. Box 1405
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Jeffrey P. Jannarone, Commissioner
Craig F. Trainor, Commissioner
Brent Weaver, Commissioner



Chris J. Rosenfeld
Captain

(732) 681-6435
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FIRE DISTRICT NO. 2 MEETING MINUTES

August 28, 2018
7:00 PM

Chairman Tennissen	Absent	Commissioner Trainor	Present
Commissioner Coman	Present	Commissioner Weever	Present
Commissioner Jannarone	Absent	Board Clerk Pagnoni	Present

Sunshine Statement

Roll-call was taken by Board Clerk

Correspondence –

- Report of a bill from NJM and the attorney for publication of announcements.

Chiefs Report: Chief Spera

- The Chief Spera reported that there were 78 calls and 2 drills.
- He reported that they were scheduling the Somerset County Fire Training in November.
- He provided additional information for the Board and asked that the board consider the purchase of 2 (two) toughpads and installation from Computer Systems & Methods at a price not to exceed \$8,860.00
- He discussed the improvements to the rooftop and the intent for Home Depot to donate the majority of the materials.
- He made an inquiry regarding the preparation of the 2019 budget. Attorney Sendzik advised that it should be introduced by the second week in December, but recommended budget preparation in October. The Chief asked for a subcommittee for long term spending plans. Commissioner Trainor and Commissioner Coman recommended that the subcommittee meet sometime in September.

Solicitors Report –

- Attorney Sendzik provided an opinion on driver abstracts and a proposed SOG. He noted next month he would prepare a self reporting policy. The Board agreed to review for possible action at the next meeting.

Auditor Report – Commissioner Coman

- Commissioner Coman reported that all items are on going.

Chairman Report – Chairman Tennissen

- Absent

Committee Reports

House Report – Commissioner Coman and Commissioner Weever

- Ongoing.

Fire Prevention – Chairman Tennissen and Commissioner Coman

- Commissioner Coman noted that a meeting is being set up for the 25th or 26th of September.

Trucks and Equipment- Commissioner Trainor

- Commissioner Trainor reported that truck checks were going as planned.
- He asked that the board purchase 2 (two) toughpads and installation from Computer Systems & Methods at a price not to exceed \$8,860.00

Personnel – Commissioner Jannarone - Absent

- Commissioner Trainor discussed the per diem employees attendance.

Consent Agenda

- All items listed on the "Consent Agenda" are considered routine by the Board of Fire Commissioners and will be adopted or approved collectively by a single motion and roll-call vote of a majority of the Board. All items are available for public inspection at this meeting and in the office of the Captain. There will be no separate discussion of these items. If a discussion is desired on any item, it will be considered separately. The Chairman asks if any member of the Board of Fire Commissioners wishes to consider any item separately. If not, he/she requests a motion to approve the items listed. Seconded-Roll Call Vote
 - A. **Approval of July 24, 2018 Minutes**
 - B. **Resolution No. 18-0801 - Approval of Vouchers: July 25, 2018 through August 28, 2018 in the amount of \$45,214.31**
 - C. **Resolution No. 18-0802 - Approval of the adoption of Policies and Procedures**

Roll Call Vote: Consent Agenda

Chairman Tennissen	Absent
Commissioner Coman	2-Yea
Commissioner Jannarone	Absent
Commissioner Trainor	M-Yea
Commissioner Weever	Yea

<u>Yea</u>	<u>Nay</u>	<u>Recuse</u>	<u>Absent</u>
3	0	0	2

Public Comment – OPPORTUNITY FOR ANYONE PRESENT TO COMMENT

None

Commissioner Trainor made a motion to close public comment and Commissioner Weever seconded the motion to close public comment.

Good of the Board

- All items are ongoing

Motion to Adjourn- **Commissioner Trainor**
Seconded- **Commissioner Weever**

Meeting adjourned **7:18 p.m.**

Respectfully submitted,



Jeffrey P. Jannarone
Board Clerk

WALL TOWNSHIP FIRE DISTRICT #2

3404 Belmar Boulevard
P.O. Box 1405
Wall, New Jersey 07719-1405

John A. Tennissen, Chairman of the Board
Robert S. Coman, Vice Chairman
Jeffrey P. Jannarone, Commissioner
Craig F. Trainor, Commissioner
Brent Weaver, Commissioner



Chris J. Rosenfeld
Captain

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FIRE DISTRICT NO. 2 MEETING MINUTES

September 25, 2018
7:00 PM

Chairman Tennissen	Present	Commissioner Trainor	Present
Commissioner Coman	Present	Commissioner Weever	Present
Commissioner Jannarone	Present	Board Clerk Pagnoni	Present

Sunshine Statement

Roll-call was taken by Board Clerk

Correspondence –

- Commissioner Jannarone reported of the death of Roger Potts.
- Commissioner Jannarone reported that the Township of Wall terminated their contract with the Monmouth County Regional Health Commission and executed a contract with the Freehold Area Health Department.

Chiefs Report: Chief Spera

- Chief Spera was absent, however Chairman Tennissen reported that there were 43 calls and 3 drills.
- Chairman Tennissen reported on the following on behalf of Chief Spera:
 - CareOne at Wall: resident pulling fire alarm and the course of action being taken
 - Somerset
 - 1963 Highway 34: owner of the building was notified of ongoing issues and remedial action was taken
 - 1740 Highway 34: codes, fire alarms and Knoxbox has been installed
 - 1599 Highway 34: Fire alarm issues being addressed
 - Monmouth Executive Airport: Fire Prevention offered assistance in Glendola's

- pre-plans and reported recent correspondence with facility representatives
- Camp Evans: notified of Knoxbox requirement.
 - Camp Evans Base of Terror: scheduled to begin on Friday, September 28, 2018. Chairman Tennissen discussed hydrant testing and a walk-through of the haunt which resulted in 4 violations

Solicitors Report –

- Attorney Sendzik provided an opinion on establishing sub-committees to streamline meetings, maximize functionality and comprehension. He noted that Mr. Rosenfeld is eligible to be on any sub-committee established.
- He advised of the legal issues associated of hiring additional administrative staff. He explained the 2% budget CAP and the state's requirement to have a 5 year plan.
 - The Board discussed hiring 3 full time administrative staff and the costs associated, inclusive of health benefits.
 - Mr. Rosenfeld explained the concerns of Chief Spera. He noted that his main concern is to have driver's available 24 hours. A discussion ensued about how calls are answered.

Auditor Report – Commissioner Coman

- Commissioner Coman reported that all items are on going.

Chairman Report – Chairman Tennissen

- Chairman Tennissen discussed the need to establish a Planning Committee for the consideration of staffing, building needs, equipment needs and budgeting for the next 5 years.
- The board discussed the various ways that the Committees be designated and their roles.

Committee Reports

House Report – Commissioner Coman and Commissioner Weever

- Commissioner Coman reported that the LED upgrade project would have numbers for the next meeting.
- Chris Rosenfeld reported that the nozzle, hose and swivel was replaced for the diesel tank.

Fire Prevention – Chairman Tennissen and Commissioner Coman

- Chairman Tennissen noted the Mr. Newberry asked for a meeting, but none of the Board members were available to attend.

Trucks and Equipment- Commissioner Trainor

- Commissioner Trainor reported that the 273 has a door sensor issue, but is still operational.
- He reported on a conversation with Chief Spera regarding the budget. He noted that the Chief is concerned with staffing as opposed to equipment. He asked for the Board to discuss a workshop meeting to discuss some of the concerns of the Chief; the Board agreed to hold a special meeting at 6:00 pm on October 9, 2018.
 - Chris Rosenfeld waived the Rice notice.

Personnel – Commissioner Jannarone

- Commissioner Jannarone reported progress.

Consent Agenda

- All items listed on the "Consent Agenda" are considered routine by the Board of Fire Commissioners and will be adopted or approved collectively by a single motion and roll-call vote of a majority of the Board. All items are available for public inspection at this meeting and in the office of the Captain. There will be no separate discussion of these items. If a discussion is desired on any item, it will be considered separately. The Chairman asks if any member of the Board of Fire Commissioners wishes to consider any item separately. If not, he/she requests a motion to approve the items listed. Seconded-Roll Call Vote
 - A. Approval of August 28, 2018 Minutes**
 - B. Resolution No. 18-0901 - Approval of Vouchers: August 29, 2018 through September 25, 2018 in the amount of \$22,336.12**
 - C. Resolution No. 18-0902 - Second Reading of the adoption of Discipline Policies and Procedures**
 - D. Resolution No. 18-0903 - First Reading of the Self-Reporting Policy**
 - E. Resolution No. 18-0904 - Authorization for the Board of Fire Commissioners Fire District No. 2 to retain and procure company member's driving abstracts**
 - F. Resolution No. 18-0905 - Authorization to purchase 2 (two) toughpads and installation from Computer Systems & Methods at a price not to exceed \$8,860.00**

Roll Call Vote: Consent Agenda

Chairman Tennissen	Yea
Commissioner Coman	Yea - M
Commissioner Jannarone	Yea
Commissioner Trainor	Yea - 2nd
Commissioner Weever	Yea

<u>Yea</u>	<u>Nay</u>	<u>Recuse</u>	<u>Absent</u>
5	0	0	0

Public Comment – OPPORTUNITY FOR ANYONE PRESENT TO COMMENT

None

Commissioner Coman made a motion to close public comment and Commission Trainor seconded the motion to close public comment.

Chairman Tennissen reminded the Board that a workshop meeting will be held on October 9, 2018 at 6:00 p.m.

Good of the Board

- All items are ongoing

Motion to Adjourn- **Commissioner Trainor**

Seconded- **Commissioner Coman**

Meeting adjourned 8:05 p.m.

Respectfully submitted,



Jeffrey P. Jannarone
Board Clerk

WALL TOWNSHIP FIRE DISTRICT #2

3404 Belmar Boulevard
P.O. Box 1405
Wall, New Jersey 07719-1405

John A. Tennissen, Chairman of the Board
Robert S. Coman, Vice Chairman
Jeffrey P. Jannarone, Commissioner
Craig F. Trainor, Commissioner
Brent Weaver, Commissioner



Chris J. Rosenfeld
Captain

(732) 681-6435
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FIRE DISTRICT NO. 2 MEETING MINUTES

October 9, 2018

6:00 PM

Chairman Tennissen	Present	Commissioner Trainor	Present
Commissioner Coman	Present	Commissioner Weever	Present
Commissioner Jannarone	Present	Board Clerk Pagnoni	Present

Sunshine Statement

Roll-call was taken by Board Clerk

New Business:

- Chairman Tennissen noted that Attorney Sendzik has recommended that members on the board not serve as....
- Commissioner Coman commenced the discussion of the 2019 Budget
 - Report budget line items was provided. Commissioner Coman explained that moving money from one line item to another would not be a problem so long as it does not exceed 10%.
 - Commissioner Coman explained various nuances of the budget and moving appropriations.
 - A more detailed discussion ensued regarding each line item.
- The Board discussed pending litigation regarding contracting and its implications.
- The Board noted the current budget allows for additional administrative staff. They considered the sustainability of additional hires.
 - Commissioner Jannarone expressed the necessity of additional facts from the Chief.
 - The Chief countered that new hires could be hired under a new step program.
 - The Board and Chief considered various solutions to having drivers available for afternoon and evening shifts.

- The Board agreed to adjust the following appropriations to be reflected in the 2019 Budget:
 - \$100,000.00 from repairs to salary for a total of \$220,000.00
 - \$40,000.00 from fire equipment fringe benefits for a total of \$
- Commissioner Weever left the meeting at 7:08 pm.
- Commissioner Coman noted that a resolution moving line item appropriations would need to be passed at the October 23, 2018 meeting.

Public Comment – OPPORTUNITY FOR ANYONE PRESENT TO COMMENT

- None

Commissioner Coman made a motion to close public comment and Commission Trainor seconded the motion to close public comment.

Chairman Tennissen reminded the Board that a regular meeting will be held on October 23, 2018 at 7:00 p.m.

Good of the Board

- All items are ongoing

Motion to Adjourn- **Commissioner Jannarone**
Seconded- **Commissioner Trainor**

Meeting adjourned **7:15 p.m.**

Respectfully submitted,



Jeffrey P. Jannarone
Board Clerk

WALL TOWNSHIP FIRE DISTRICT #2

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Robert S. Coman, Vice Chairman
Jeffrey P. Jannarone, Commissioner
Craig F. Trainor, Commissioner
Brent Weaver, Commissioner



Chris J. Rosenfeld
Captain

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FIRE DISTRICT NO. 2 MEETING MINUTES

October 23, 2018
7:00 PM

Chairman Tennissen	Present	Commissioner Trainor	Present
Commissioner Coman	Present	Commissioner Weever	Present
Commissioner Jannarone	Present	Board Clerk	Present

Sunshine Statement

Roll-call was taken by Board Clerk

Consent Agenda

All items listed on the "Consent Agenda" are considered routine by the Board of Fire Commissioners and will be adopted or approved collectively by a single motion and roll-call vote of a majority of the Board. All items are available for public inspection at this meeting and in the office of the Captain. There will be no separate discussion of these items. If a discussion is desired on any item, it will be considered separately. The Chairman asks if any member of the Board of Fire Commissioners wishes to consider any item separately. If not, he/she requests a motion to approve the items listed. Seconded-Roll Call Vote

- A. Approval of September 25, 2018 Minutes**
- B. Resolution No. 18-1001 - Approval of Vouchers: September 26, 2018 through October 23, 2018 in the amount of \$82,616.71**
- C. Resolution No. 18-1002 - Second Reading of the Self-Reporting Policy**

Roll Call Vote: Consent Agenda

Chairman Tennissen	Yea
Commissioner Coman	Yea - M
Commissioner Jannarone	Yea
Commissioner Trainor	Yea - 2nd
Commissioner Weever	Yea

<u>Yea</u>	<u>Nay</u>	<u>Recuse</u>	<u>Absent</u>
5	0	0	0

Correspondence:

- Commissioner Jannarone reported on the new paid sick leave law.
- Commissioner Jannarone reported that the Coaster Derby was cancelled.

Treasurer's Report:

- Commissioner Coman reported on the budget meeting. He noted that the recommended changes to the budget were made.

Chiefs Report: Chief Spera

- Chief Spera reported that there were 56 calls and 3 drills.
- Chief Spera reported that a member was added to the company. He reported that work has commenced on the roof training prop up at the airport Firehouse.
- He asked the Board to purchase 10 (ten) new pagers at a cost not to exceed \$4,040.00
- He noted that Somerset County live fire training is scheduled for Sunday, November 25, 2018.
- **Resolution No. 18-1003 - Personnel**

Nicholas Casais Volunteer Firefighter 10/23/2018

Roll Call Vote: 18-1003

Chairman Tennissen	Yea
Commissioner Coman	Yea
Commissioner Jannarone	M
Commissioner Trainor	Yea
Commissioner Weever	2

<u>Yea</u>	<u>Nay</u>	<u>Recuse</u>	<u>Absent</u>
5	0	0	0

Solicitors Report –

- Attorney Sendzik provided insight on the new sick leave law.
- He reported on the Supreme Court decision Janus, which states that non-union members no longer have to pay union dues, but still benefit from the protections of the union.
- Attorney Sendzik reported that the Workplace Democracy Enhancement Act. He summarized that individuals no longer have to petition to be in a collective bargaining unit.

Auditor Report:

- Commissioner Coman reported that preliminary report was provided by the auditors. He noted that he is waiting for the official reports.

Committee Reports

House Report – Commissioner Coman and Commissioner Weever

- Commissioner Coman reported that the heating system is in disrepair. He explained that Trane is in process of preparing proposals for corrections to the system.
 - Commissioner Jannarone and Weever asked several questions about the current maintenance contract with Trane.
- Commissioner Coman reported that Mr. Carlson, member of the company, has expertise in treating floors. He noted that the floors in the fire house will be routinely maintained by him.
- The Board and Chief discussed issues with the locks in the building. The Board agreed that security can be addressed.
 - Commissioner Coman said he would contact Mr. Keys for a quote.
 - Commissioner Jannarone asked that specifications be created for exactly what doors require keys.
 - Commissioner Trainor opined favorably toward of key fobs for the accountability they provide.
 - The Chief emphasized the importance of improving the locks for the engine bay.
- Commissioner Weever reported that a quote for the LED lights was in the process.

Fire Prevention – Chairman Tennissen and Commissioner Coman

- Chairman Tennissen noted that a Fire Prevention meeting is scheduled for Monday, October 29, 2018.

Trucks and Equipment- Commissioner Trainor

- Commissioner Trainor reported 2-90 is under warranty and the 2-88 is out of commission.
- He made various inquiries about the status of vehicles.
- He asked that the company report when equipment was not working properly.

Personnel – Commissioner Jannarone

- Commissioner Jannarone reported provided information on an EAP program used in North Jersey.
 - He maintained that he would tie in with South Wall for more information
- He reported that money will be reallocated for any potential future personnel plans.

- Chief Spera asked for a time frame for any potential personnel changes.

Chairman Report – Chairman Tennissen

- Chairman Tennissen provided insight regarding LOSAP and its benefits.
- He asked that formalization of subcommittees be made.

Public Comment – OPPORTUNITY FOR ANYONE PRESENT TO COMMENT

Chief Spera

- Chief Spera asked that the bylaws be sent to him.

Assistant Chief Murray

- He suggested the Board make improvements to the banquet hall.

Commissioner Trainor made a **motion** to close public comment and **Commission Jannarone** **seconded** the motion to close public comment.

New Business:

- Captain Rosenfeld reported that Defender Emergency Equipment inquired about leasing the firehouse on Industrial Road for their business.

Chairman Tennissen reminded the Board that the next regular monthly meeting will be held on November 27, 2018 7:00PM

Resolution No. 18-1004 - Private Session

Motion was made by Commissioner Weever and Seconded by Commissioner Jannarone..

- Attorney Client Privilege
- Contract Negotiation

Motion to Adjourn- **Commissioner Trainor**

Seconded- **Commissioner Coman**

Meeting adjourned **9:50 p.m.**

Respectfully submitted,



Jeffrey P. Jannarone
Board Clerk

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Craig F. Trainor, Commissioner
Brent Weaver, Commissioner



Chris J. Rosenfeld
Captain

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FIRE DISTRICT NO. 2 MEETING MINUTES

December 18, 2018
6:00 PM

Chairman Tennissen	Present	Commissioner Trainor	Present
Commissioner Coman	Present	Commissioner Weaver	Present
Commissioner Jannarone	Present	Board Clerk	Present

Sunshine Statement

Roll-call was taken by the Board Clerk

Consent Agenda

All items listed on the "Consent Agenda" are considered routine by the Board of Fire Commissioners and will be adopted or approved collectively by a single motion and roll-call vote of a majority of the Board. All items are available for public inspection at this meeting and in the office of the Captain. There will be no separate discussion of these items. If a discussion is desired on any item, it will be considered separately. The Chairman asks if any member of the Board of Fire Commissioners wishes to consider any item separately. If not, he/she requests a motion to approve the items listed. Seconded-Roll Call Vote

- A. Approval of the November 27, 2018 Minutes**
- B. Resolution No. 18-1201 - Approval of Vouchers: November 28, 2018 through December 18, 2018 in the amount of \$125,747.90**
- C. Resolution No. 18-1202 - Personnel**

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Chris O'Connor	Volunteer Firefighter	12/19/2018

D. Resolution No. 18-1203 - Fixing the Salary, Wages, Compensation and Benefits for Officials and Employees of the Board of Fire Commissioners of Fire District No. 1 for the fiscal 2019

E. Resolution No. 18-1204 - Establishing Payment of Salaries, Wages and other compensation pursuant to N.J.S.A. 40A:5-19

F. Resolution No. 18-1205 - Authorizing notice of Public Meetings pursuant to N.J.S.A. 10:4-18

G. Resolution No. 18-1206 - Establishing a Temporary Budget Pursuant N.J.S.A. 40A:14-78.17

Roll Call Vote: Consent Agenda

Chairman Tennissen	Absent
Commissioner Coman	Absent
Commissioner Jannarone	Yea
Commissioner Trainor	Yea - M
Commissioner Weaver	Yea - 2nd

<u>Yea</u>	<u>Nay</u>	<u>Recuse</u>	<u>Absent</u>
5	0	0	0

Commissioner Coman arrived at 6:03PM

Resolution No. 18-1207 - Introducing and Approving 2019 Budget Pursuant to N.J.S.A. 40A:14-78.2 and 78.3

Roll Call Vote: 18-1207

Chairman Tennissen	Yea
Commissioner Coman	Yea
Commissioner Jannarone	Yea - 2nd
Commissioner Trainor	Yea - M
Commissioner Weaver	Yea

<u>Yea</u>	<u>Nay</u>	<u>Recuse</u>	<u>Absent</u>
5	0	0	0

Correspondence: Commissioner Jannarone

- Commissioner Jannarone reported on the special meeting for capital projects and the various locations it was sent for posting.

- He reported on the publication of the change in time for the December 18, 2018 meeting.
- He further reported that all of the publications and postings required for the audit were completed.

Treasurer's Report: Commissioner Coman

- Commissioner Coman noted that all of the items were covered in the consent agenda.

Chiefs Report: Chief Spera

- Chief Spera reported that there were 52 calls and 2 drills.
- He noted that he will provide an equipment list for 2019 at the next meeting.
- He reported that fitness testing would be held on January 19, 2019 and February 10, 2019 from 9:00am-3:00pm.
- He announced that members need to have their medical forms completed for 2019 to be submitted to Meridian Occupational Health Review.
- He announced that the Wooley Road light show would take place on December 23, 2018.

Chairman Tennissen arrived at 6:05pm.

Solicitors Report –

- Attorney Sendzik reported on the publications for the Board.

Auditor Report: Absent

- ~~○ Commissioner Coman discussed fixed assets. He explained that the Board could meet the requirements in house.~~

Chairman's Report: Chairman Tennissen

- Creation of subcommittees and members continued.
 - Future Planning/Facilities - replacing House
 - Members: Commissioner Coman and Weaver
 - Fire Prevention - No changes
 - Members: Chairman Tennissen and Commissioner Coman
 - Apparatus/Equipment - replacing Trucks and Equipment
 - Members: Commissioner Trainor and Commissioner Weaver
 - Personnel - No changes
 - Members: Commissioner Jannarone and Commissioner Coman
 - Insurance/LOSAP - New subcommittee
 - Members: Chairman Tennissen and Captain Rosenfeld
 - Training and Education - New subcommittee
 - Members: Chairman Tennissen and Commissioner Jannarone
 - Budget/Finance - New subcommittee
 - Members: Commissioner Coman and Commissioner Trainor
 - Policy/By-Laws/Safety - New subcommittee

- Members: Commissioner Weaver and Commissioner Jannarone

New Business

- Commissioner Jannarone asked how much funding is allocated for CEU reimbursement.
- Commissioner Jannarone reported on a conversation with Mr. Newberry in regards to a shared service agreement for administrative services for a price of \$20,000.00.
- Commissioner Trainor reported no trucks would be leaving the firehouse on New Year's Day. He reported that all other items are ongoing. He noted that overall, the Board and Company are in good standing. He reported that House 2 needs a new flag.
- Commissioner Weaver noted all items were ongoing.
- Commissioner Jannarone reported on an emergency response plan. He asked that the Board review the proposal from the Chief for the next meeting.
- Commissioner Trainor reported that per diem employees are to be compensated when they come in after hours.
 - Commissioner Jannarone explained the parameters set forth for per diem employees; they are to be paid when they respond.
 - Attorney Sendzik recommended that regulations be made to writing and voted on.

Public Comment – OPPORTUNITY FOR ANYONE PRESENT TO COMMENT

No Public Comment

Commissioner Trainor made a motion to close public comment and Commissioner Jannarone seconded the motion to close public comment.

Chairman Tennissen reminded the Board that the next regular monthly meeting will be held on January 22, 2019 at 7:00PM

Motion to Adjourn- **Commissioner Trainor**
Seconded- **Commissioner Coman**

Meeting adjourned **6:40 p.m.**

Respectfully submitted,



Jeffrey P. Jannarone
Board Clerk