

**FIRE DISTRICT NO. 2
MEETING MINUTES
April 22, 2019
7:00 PM**

Chairman Tennissen	Present	Commissioner Ogle	Present
Commissioner Cheney	Absent	Commissioner Weaver	Present
Commissioner Jannarone	Present	Attorney Sendzik	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 March 26, 2019 Minutes

B. Resolution No. 19-0401 - Authorization to implement and adopt various policies -
Second Reading

C. Resolution No. 19-0402 - Approval of Vouchers: March 27, 2019 through April 22, 2019 in the amount of \$15,941.36

- **Commissioner Ogle inquired what Resolutions were on the consent agenda.**

Roll Call Vote: Consent Agenda

Chairman Tennissen	Yea - M
Commissioner Cheney	Absent
Commissioner Jannarone	Yea - 2nd
Commissioner Ogle	Yea
Commissioner Weaver	Yea

Yea
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Nay
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Recuse
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Absent
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Correspondence: Commissioner Jannarone

- Commissioner Jannarone reported that the meeting date changes have been noticed for appropriately.
- He discussed a letter from Holman and Frenia regarding monies spent on behalf of the Board.
 - Attorney Sendzik further explained the letter.
- He reported on limitation of liability for a trust account.
- He discussed various insurance correspondence for vehicles in the district.

Treasurer Report: Commissioner Cheney

- Commissioner Cheney was absent. Commissioner Jannarone recapped the bill list. He compared amounts spent for New Jersey Natural Gas.

Chiefs Report: Chief Spera

- Chief Spera was absent. Chairman Tennissen noted that there were 41 calls drills 2
- He noted that the Chief would like to ask the Board to approve 2 Large Area Search Bags at \$670.00 a piece for total \$1,340.00.
- He asked the Board to consider the approval of 12 traffic cones at a total of \$232.40.
- He noted that Touch A Truck would be Saturday, April 28, 2019.
- He announced that the Somerset Fire Academy is set for May 26, 2019.
- He explained that 2 new tablets have been installed in 2-90 and 2-73. He noted that he is trying to set up date and time for the CAD software to be installed. He explained that they will have a class on how the CAD works once the software is installed.
- He discussed responding to calls and the CAD. He requested that it be displayed on a larger screen by the call desk.

Company President's Report: Tom White

- Mr. White asked Attorney Sendzik if the Company was permitted to fundraise.
 - Attorney Sendzik explained that the role of the Board is to fund the company with equipment as it related to firematics from tax payer dollars. He further explained that anything outside of firematic uses would be for the administration of the Company. He noted that the Company's job is to provide the District with members to fight fires.
 - He recommended the Company put together a budget of the expenditures for fundraising and present it to the Board
- Commissioner Jannarone asked President White to speak with the personnel subcommittee.
- Commissioner Jannarone further recommended that President White meet with the subcommittee for building and grounds regarding concerns with the building.

Solicitors Report:

- Attorney Sendzik discussed the fire in Ocean Grove and some of the negative publicity it received, specifically on Social Media. He recommended that the Board look into a Social

Media policy. He noted that he prepared a policy and procedures and guidelines on social media.

- Scott Murray noted that Chief Spera has demanded that the Company members refrain from taking pictures at a fire.
- Commissioner Jannarone explained some of the dangers of social media.
- Attorney Sendzik asked the Board to move the first reading of the Social Media Policy

Roll Call Vote: First Reading of Social Media Policy

Chairman Tennissen	Yea - M
Commissioner Cheney	Absent
Commissioner Jannarone	Yea
Commissioner Ogle	Yea - 2nd
Commissioner Weaver	Yea

<u>Yea</u>	<u>Nay</u>	<u>Recuse</u>	<u>Absent</u>
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Chairman's Report: Chairman Tennissen

- Chairman Tennissen noted all items are ongoing.

Committee Reports

- **Future Planning:** Commissioner Jannarone and Commissioner Cheney
 - Commissioner Jannarone noted all items were ongoing.
- **Facilities (Building and Grounds):** Commissioner Weaver and Commissioner Ogle
 - Commissioner Weaver explained that they received four bids to secure the building.
 - Attorney Sendzik asked about the areas and the dollar values of the bids. He emphasized on the importance of determining the need for formal quotes, informal quotes or bid prior to the meeting. He noted that bidding requires specifications, which would allow all prospective bidders to know exactly what the Board is looking for. He explained the various requirements associated with bidding and quotes. He recommended that the Board conduct pre-bid meetings.
 - He recommended that the Board look into State Contracts for the project.
 - Commissioner Weaver asked for approval to put a new garage door opener.
 - The Board asked the Captain to take care of it.

Commissioner Ogle made a motion to replace the garage door opener at house two from TGS Garages and Doors at a price not to exceed \$1,8450.00. A second was made by Commissioner Weaver.

Roll Call Vote: Garage Doors

Chairman Tennissen	Yea - M
Commissioner Cheney	Absent
Commissioner Jannarone	Yea
Commissioner Ogle	Yea - 2nd
Commissioner Weaver	Yea

<u>Yea</u>	<u>Nay</u>	<u>Recuse</u>	<u>Absent</u>
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Commissioner Ogle made a motion to improve the lighting in an amount not to exceed \$150.00 and seconded by Commissioner Weaver.

Roll Call Vote: Lighting

Chairman Tennissen	Yea
Commissioner Cheney	Absent
Commissioner Jannarone	Yea
Commissioner Ogle	Yea
Commissioner Weaver	Yea

<u>Yea</u>	<u>Nay</u>	<u>Recuse</u>	<u>Absent</u>
4	0	0	1

- **Fire Prevention:** Chairman Tennissen and Commissioner Cheney
- **Apparatus/Equipment:** Commissioner Ogle and Commissioner Weaver
 - Commissioner Ogle discussed the monitoring devices in the Captain's office. He recommended that the Board determine what resolution approved the devices. He asserted that it was never on an agenda.

Commissioner Ogle made a motion to return the devices and seconded by Commissioner Jannarone.

Roll Call Vote: Return of Monitoring Devices

Chairman Tennissen	Yea
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- **Policy/By-Laws/Safety:** Commissioner Ogle and Commissioner Jannarone
 - Attorney Sendzik recommended that the Board conduct business on an official Board email domain.
 - He recommended that the Board look into a private vendor as opposed to the township.
 - Commissioner Jannarone noted that Districts 1 and 3 use the same vendor.
 - Attorney Sendzik recommended that someone get in touch with William Newberry.

Public Comment: Opportunity for anyone to comment- Limitation of two (2) minutes

- **Captain Rosenfeld commended the Board.**

New Business

- Commissioner Jannarone asked that the personnel sub-committee to meet with the President of the Company to update the annual contract.
- He discussed the purchase of 12 cones in the amount of \$232.40 from TGS Garage and Doors on behalf of the district. He also discussed the purchase of 2 large search bags in the amount \$1,340.00 each.

Roll Call Vote: Cones and 2 Large Search Bags

Chairman Tennissen	Yea
Commissioner Cheney	Absent
Commissioner Jannarone	Yea - M
Commissioner Ogle	Yea
Commissioner Weaver	Yea - 2nd

<u>Yea</u>	<u>Nay</u>	<u>Recuse</u>	<u>Absent</u>
4	0	0	1

- Commissioner Jannarone reported that the Captain requested the Board look into powered DMS and his contract.
- Commissioner Jannarone discussed issues with the doors being secured.
- Commissioner Jannarone expressed his concerns with the building security.
- A conversation ensued regarding the doors of the building

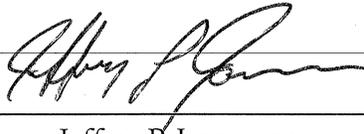
Chairman Tennissen made a motion to close public comment and **Commissioner Ogle** seconded the motion to close public comment.

Announcement of the next Board Meeting: The next regular monthly meeting is scheduled for **Tuesday, May 28, 2019** at 7:00 P.M.

Motion to Adjourn- **Commissioner Ogle**
Seconded- **Commissioner Weaver**

Meeting adjourned **8:23 p.m.**

Respectfully submitted,



Jeffrey P. Jannarone
Board Clerk