

**FIRE DISTRICT NO. 2  
MEETING MINUTES  
June 24, 2019  
7:00 PM**

<b>Chairman Tennissen</b>	Present	<b>Commissioner Ogle</b>	Absent
<b>Commissioner Cheney</b>	Present	<b>Commissioner Weaver</b>	Present
<b>Commissioner Jannarone</b>	Present	<b>Attorney Sendzik</b>	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 May 28, 2019 Minutes**
- B. Resolution No. 19-0601** - Approval of Vouchers: May 29, 2019 through June 24, 2019 in the amount of \$298,673.56
- C. Resolution No. 19-0602** - Authorization to purchase 2 (two) Samsung Model No. UN55NU600BXZ8A 55' smart televisions from Appliance Connection in an amount not to exceed \$541.00 each, 2 (two) television mounts from Home Depot at a price not to exceed \$63.19 and installation from Roth Roof & Construction at a price not to exceed \$300.00 (total of \$1,445.19)

Offer- Second- Roll Call

**Roll Call Vote: Consent Agenda**

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

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

**Correspondence:** Commissioner Jannarone

- Commissioner Jannarone reported on a letter from the Attorney Sendzik regarding policies for physical fitness and the physical fitness room.
- He reported on another letter in regards to backing up the fire apparatus, specifically to adopt a policy to implement in the short-term until a permanent policy can be put into place.

**Chiefs Report:** Chief Spera

- Chief Spera was not yet present. Commissioner Weaver discussed the requests from Chief Spera:
  - Request to the Board to authorize the purchase front windows from for the command vehicles at a price not to exceed \$360.00
  - Request to the Board to authorize the purchase 2 sets of turnout gear from Reading Fire Equipment under State Contract in an amount not to exceed \$5,200.00

**Resolution No. 19-0603** - Authorization to purchase 2 sets of turnout gear from Reading Fire Equipment under State Contract in an amount not to exceed \$5,200.00

**Roll Call Vote: 19-0603**

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

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

**Solicitors Report:** Attorney Sendzik

- Attorney Sendzik discussed the following:
  - Attorney Sendzik recommended that the Board review their SOGs.
  - Attorney Sendzik distributed a Fire Protection Agreement to the Board for potential passage at the next meeting.
  - He noted that he spoke to Mr. Elliot. He discussed the extension granted from the State. He said Mr. Elliot would be working on the Audit in the next month.
    - He noted that Mr. Elliot recommended hiring an accountant, Steve Burn of Koerner and Koerner.

**Resolution No. 19-0604** - Authorization to contract for accounting services

**Roll Call Vote: 19-0604**

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

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

**Chief Spera - Chief Spera - Arrived Late**

- He discussed a meeting planned for the following day with the Township Engineer and William Newberry regarding the placement of fire hydrants.
- He discussed the mutual aid fire in Tinton Falls. He made note of claims that were made for fire apparatus replacements.
- Chief Spera reported that there were 55 calls and drills 3.
- Chief Spera inquired about the tints in the vehicles. He explained that the tablets were difficult to read and the tablets were overheating. The Board agreed the purchase should be made.
- Chief Spera requested the purchase of two computers. The Board agreed to make the purchase so long as the computers were under the quote threshold.
  - Commissioner Jannarone recommended looking into automatic backup of their devices.
- He reported that 90 is out of service, but anticipates it being back on Friday.

**Company President's Report: Tom White**

- Mr. White noted that all items are ongoing.

**Chairman's Report: Chairman Tennissen**

- Chairman Tennissen noted that a resolution was needed for check signers.

**Resolution No. 19-0605 - Authorization to Approve Check Signers**

**Roll Call Vote: 19-0605**

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

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

**Committee Reports (New Business)**

- **Future Planning** Commissioner Jannarone and Commissioner Cheney
- **Facilities:** Commissioner Weaver and Commissioner Ogle
  - Commissioner Weaver discussed issues with the electric.
  - He recommended that the Board adopt a resolution authorizing Roth Roofing and Renovation to close off the hose tower and close with a door in an amount not to exceed \$1,800.00.

**Resolution No. 19-0606** - Authorization to execute a contract with Roth Roofing and Renovation to close off the hose tower and close with a door in an amount not to exceed \$1,800.00

**Roll Call Vote: 19-0606**

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

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

- Commissioner Jannarone inquired about the energy audit. Commissioner Weaver said he would follow up with NJNG.
  - Attorney Sendzik noted that the Board should hire a consultant to address the heating and air conditioning problems in the building.
- A discussion ensued regarding maintenance for House 2. The Board inquired if funds were set aside for maintenance.
  - Attorney Sendzik discussed how bid specs would be authored. He explained that he would take care of the legal aspects and that a professional should draw up the technical aspects. He explained that line items would likely have to be moved.
- **Fire Prevention:** Chairman Tennissen and Commissioner Cheney
  - All items ongoing
- **Apparatus/Equipment:** Commissioner Ogle and Commissioner Weaver
  - Commissioner Weaver reported that all items purchased and passed at the last meeting were ordered.
- **Personnel:** Commissioner Jannarone and Commissioner Ogle
  - Commissioner Jannarone discussed the stipend program, noting that a meeting was needed with the Chief and Attorney.
- **Insurance/LOSAP:** Chairman Tennissen and Captain Rosenfeld

- All items ongoing
- **Training and Education:** Commissioner Weaver and Commissioner Cheney
  - All items ongoing.
- **Budget/Finance:** All members
  - Commissioner Jannarone reported that the Auditor will guide them on next year's budget
- **Policy/By-Laws/Safety:** Commissioner Ogle and Commissioner Jannarone
  - All items ongoing
- **Policy/By-Laws/Safety:** Commissioner Ogle and Commissioner Jannarone
  - Commissioner Weaver requested the policies from Attorney Sendzik.

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

- **Mary Dorrer**
  - She inquired about door locks, noting that her office fob does not work.

**Commissioner Cheney** made a motion to close public comment; seconded by **Commissioner Weaver**.

**Good of the Board**

**Commissioner Weaver**

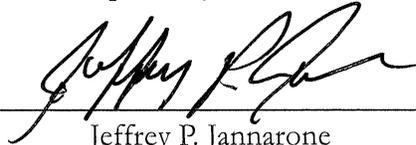
- Commissioner Weaver asked if the Auditor would be present at the next meeting.

Announcement of the next Board Meeting: The next regular monthly meeting is scheduled for **Monday, July 22, 2019** at 7:00 P.M.

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

Meeting adjourned **7:48 p.m.**

Respectfully submitted,



Jeffrey P. Jannarone  
Board Clerk