

**Commissioners of Fire District No.1
Franklin Township, Somerset County
New Jersey**

**OFFICIAL MEETING MINUTES
REGULAR MEETING OF FEBRUARY 22, 2016**

The meeting was called to order at 8:00 p.m. at the Middlebush Volunteer Firehouse by Chairman Wickman followed by the Pledge of Allegiance and the reading of the Sunshine Law Statement. Chairman Wickman announced that adequate notice of this meeting was provided by mailing a notice to the Home News Tribune and the Courier News and by filing a notice with the Clerk of Franklin Township and by posting a notice in the Municipal Building, DeMott Lane, Somerset, NJ, all of which contain information concerning hours and places of these meetings. The meeting is being taped and there will be no smoking at this public meeting and please put your cell phones on vibrate. A moment of silence was held for our departed brother and sisters. Commissioners Janho, Szyborski and Wickman were present. Commissioner Goldberg was absent.

The Fire Departments were represented by:

Elizabeth Avenue	D. Fredericks
Middlebush	B. Cuddy
Millstone Valley.....	R. McDonnell
Somerset.....	B. Sudo

The minutes of the regular meeting dated January 11, 2016 were approved upon motion by Commissioner Szyborski, second by Commissioner Janho. All in favor. Commissioner Goldberg absent. Resolution 16-04 Cancel Outstanding checks 2012-2014. Commissioner Wickman – Y, Commissioner Janho – Y, Commissioner Szyborski – Y, Commissioner Goldberg absent.

TREASURERS REPORT: Chairman Wickman presented the treasurer’s report. Commissioner Szyborski made a motion to accept the Treasurer’s Report and for the bills to be paid, second by Commissioner Janho. All in favor.

CORRESPONDENCE: The correspondence was read by Commissioner Szyborski and acted on as appropriate. He thanked all of the departments for their officer rosters.

COMMITTEE REPORTS

LEGAL COUNSEL REPORTS: Still working on the GRC complaints from 2011.

INSURANCE: All of the LOSAP lists have been received they will be posted tomorrow – there is a 30 day review. If you have a problem it must be put in writing.

PURCHASING: The spreadsheets for new equipment are due March 15th..

DISTRICT LINE OFFICERS' MEETING: The minutes were read by Captain Del Casale.
Commissioner action items-none

TRUCK & EQUIPMENT MAINTENANCE:

Station 26 – AIS
Station 44 – 44-1 out for maintenance
Station 28 –Squad 28 out for suspension work
Station 56 –2 needs repair work

Report needed on Tanker 44 incident.

IT and GIS and RED ALERT–

1. Joseph Danielsen –IT Network Blade reported on the status of the rugged tablet. Extensive discussion ensued.

2. Commissioner Wickman made a motion to accept the proposal for website design and social media consultant for \$3,500.00 to Stash Designs. Second by Commissioner Szyborski. Board Polled all in favor – Commissioner Goldberg absent.

PUBLIC RELATIONS: Chairman Wickman reported that Station 56 - Jason Gianotto last month rescued a person that was in the water. Job well done.

RADIO REPAIRS & COMMUNICATIONS: Chief Cuddy- Will be sending the information that he has to Wireless for a quote in a few days – Will probably be an additional fee to change the channel lineup.

FIRE PREVENTION BOARD: Commissioner Szyborski went to the meeting – their budget was discussed and that was it.

STANDARDS COMMITTEE: 7:00 pm, Monday, February 29 at Station 44.

TRAINING: All district- Live burn – March 19th , April 9th Confined Space – May 19th Tender Drill

HOSE TEST: Commissioner Janho will be getting the plans out.

LOSAP: 30 day review period begins tomorrow

MASTER PLAN IMPLEMENTATION – OPERATIONAL and ADMINISTRATIVE: No report

BUDGET/ELECTION: Commissioner Szyborski congratulated Commissioner Wickman for being re-elected to a three year term and welcomed Ryan Hunt from station 28 to the Board. Chairman Wickman reported the results of the election and that the swearing in and re-org meeting is next Tuesday March 1 at the district office at 7:00.

TRAFFIC SIGNAL DEVICES: Commissioner Szyborski reported progress.

HAZMAT 26 – Chief Fredericks reported progress. Sometime in May for the pre-construction meeting. Some items that had been removed before going out to bid will be added pre construction. They had been removed in anticipation of being close to budget, but the costs were so low by going with the Houston Galveston Co-op that they can be added back. Commissioner Szyborski asked for pictures.

FIVE-YEAR PLAN: Chairman Wickman reported the meeting will be determined shortly.

RESPIRATORY PROTECTION PLAN: Reminder letters were mailed out. Chiefs have the lists.

ANNUAL AWARDS COMMITTEE / ANNUAL INSPECTION: No report

OLD BUSINESS: - None

NEW BUSINESS:


PUBLIC COMMENTARY PERIOD: Commissioner Szyborski made a motion to open the meeting to the public, Commissioner Janho, second. All in favor. Commissioner Goldberg absent. Commissioner Szyborski made a motion to close the meeting to the public, second by Commissioner Janho, All in favor. Commissioner Goldberg absent

Commissioner Janho thanked everyone for their help and time at the Hillsborough fire and the South Bound Brook fire Chairman Wickman agreed and reported that it was well done and there were only three minor injuries.

Commissioner Szyborski made a motion to close the meeting, second by Commissioner Janho – All in favor Commissioner Goldberg absent

8:37

Respectfully submitted,



Timothy Szyborski, Clerk

MINUTES, DATED 2-22-16

Type of Meeting: Agenda Special Work Session Discussion
Location: Middlebush Volunteer Fire Firehouse **Time:** 7:07

Fire Commissioners Attending:

A J. Goldberg X T. Janho
X T. Szymborski X J. Wickman

Others Attending:

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1. GIS Project: Update... (Jim) – Chairman Wickman reported that the new trial tablets are in, there was an issue with the server that has been resolved, he met with Chief Fredericks and Network blade on Monday and within a week they should be out in the field to trial. Joseph Danielsen reported that they are very close to getting the tablets deployed- a few more bugs to be worked out. The remote access needs to be renewed the check is being signed tonight and will go out tomorrow Progressive Intelligence Technology/Group 1. Internet Access needs to be reviewed at the individual firehouses. All of the door locking systems are complete.
2. Shared Service Agreement: Commissioner Szymborski reported there was no discussion – waiting for update from John Hauss.
3. District Apparatus Assessment: Research and RFP Update (Jason & T. Janho) Progressing
4. 5-Year Plan & Agreement: Status update (Jim & T. Janho) Chairman Wickman reported there will be a meeting scheduled between the chiefs and presidents and commissioners.
5. Audit of Chiefs account – (Jason) The Chairman reported we will wait for Jason – he has more information Chairman Wickman to talk to the accountant about the timeframe for the audit – Commissioner Szymborski suggested 2015 and current.
Consulting internet presence – To be awarded tonight during IT. Joseph Danielsen –IT reported that he recommends going with Stash Designs for the website upgrade for a 6 month period and then re-access. Discussion ensued about upgrading the internet presence.
6. Freddie the Firetruck – Commissioner Szymborski stated that the firetruck is out for repair.
7. Tanker 44 – Commissioner Szymborski asked Commissioner Janho for the accident report for the tanker damage. Tim Janho to handle.
8. Employee Handbook – Commissioner Szymborski to make copy of the work in progress for newly elected Ryan Hunt
9. LOSAP – Chairman Wickman – all reports are in – 30 days posting period to start tonight – any issues must be in writing.
10. Chairman Wickman to mention Somerset’s member life save.
11. Air 28 - Commissioner Janho reported that the suspension has been softened and should be good to go as soon as the air switch is installed.
12. Door Lock Systems – Chairman Wickman reported that the work has been completed.

Motion by Commissioner Szymborski, second by Commissioner Janho, to open the session to the public, all in favor.

Motion to close the public session made by Commissioner Szymborski, second by Commissioner Janho, all in favor.

Motion to close/recess the agenda session made by Commissioner Szymborski, second by Commissioner Janho, all in favor.

Agenda closed at 7:55PM

Respectfully submitted,


Timothy Szymborski, Clerk