

Minutes of the regular meeting of the Board of Fire Commissioners, Fire District No. 1 was held on Wednesday, October 4, 2017 at 7:00 P.M.

Commissioner John C. Kenny called the meeting to order.

Maria Bucsanszky: Mr. President – All the requirements of the “Open Public Meeting Act” have been complied with by advertising in the Home News Tribune and Star Ledger. Copies of the meeting notice have been sent to the Municipal Clerk’s Office and posted on the bulletin boards of the fire house and the post offices of Woodbridge and Sewaren. Mr. President, you may proceed.

Commissioner John C. Kenny led a pledge to the flag.

A moment of silence was observed for our departed members and for our First Responders that have put their lives on the line in the areas of natural disasters and manmade disasters and for those also that have suffered from them.

PRESENT: Commissioner Michael Hapstak, Commissioner Todd Howell, Commissioner John C. Kenny, Commissioner Robert Minkler, Sr., Commissioner Patrick Kenny

ALSO PRESENT: Attorney – Christopher Howell
Clerk – Maria Bucsanszky
Chief Charles Kenny

Commissioner Robert Minkler, Sr. made a motion to approve the minutes of the September 6th, 2017 Regular Meeting which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: Committee Reports – Personnel and Liaison to the Volunteer Fire Company – Commissioner Hapstak.

COMMITTEE REPORTS:

PERSONNEL AND LIAISON TO THE VOLUNTEER FIRE COMPANY:

Commissioner M.H.: Thank you Mr. President, we’ll do Training first. All training hours for the month of September were 220. The following training was held in September – The tours in the volunteer fire company took part in a walkthrough of the ASCO facility on Highway 9 and Ferrell Gas on Main Street. This was done after Captain Minkler and Lieutenant Kogut preplanned both facilities as a result of the fire at ASCO. We provided reasonable suspicion training to the officers in both the career and volunteer departments and to the commissioners, the remainder of the personnel are having this done during their shifts this month and the volunteers are having it tonight. The shift continued to preplan houses of worship in the fire district. This started as a monthly tabletop drill and the officers felt it was worth expanding to include walkthroughs in all the houses of worship while working on preplans for

each. The training for October will be fire extinguisher review. This is required by OSHA. We will have training on a (inaudible) in October. They'll be fire prevention shows throughout the month of October and preplanning walkthroughs will continue. Lieutenant Kogut attended the foam training at Shell Oil Company. He also spoke with Gun Chief Richard Ferrell with a fire department in New York, Marine Boat, about the connections on the Shell dock. Shell is going to fabricate new connections with a stand pipe so if the fire boat has to hook up they will be able to pump at maximum efficiency. The shifts continued to work on the continuity plan for the fire department. Under Health and Safety -- We continue to close out items that were presented at the last meeting, about 80% of them fully addressed. The next meeting will be held at the end of the month. Trinity Outreach -- The department will be going to the high school on Friday to hang a flag at their football game. The high school will be honoring the township First Responders. Fire Prevention has been out at various schools during the month in fire prevention shows. Volunteer recruitment and retention of the football game on Friday with literature on volunteering with the department. We'll also have a PA announcement. I'll also be speaking to Principal Lottmann about getting the word out for volunteer opportunities with the students. I'll also be setting up an open house next week and other events that the department is participating in. I spoke to Commissioner Mitch from Avenel about their efforts in recruiting and we have a meeting tentatively scheduled for next week to share experiences on this. That is the end of my report Mr. President.

Commissioner J.C.K.: Okay, any questions for Personnel and Liaison to the Volunteer Fire Company? Okay we'll move on to Apparatus -- Vehicles -- Commissioner Howell.

APPARATUS - VEHICLES:

Commissioner T.H.: Alright, as my report tonight I will include the following items: We're working on our hose inventory and we'll be ordering a few pieces to put in the rack and put together the rest of the order for next year's budget. Some of the failed hose will go on sale at GovDeals. The phone was switched out with Middlesex County Fire Academy and everything we have now in stock is new and the same kind, National Phone Universal Gold 1/3 AFFF. We're working on getting Easy Pass for the vehicles. Truck 6 will be used for the Blue Mass at St. Francis Cathedral in Metuchen on October 12th. It will also be used this Friday, October 6th at the high school for the football game. They're honoring our military personnel and will be having the American flag, that large one that we have, hanging from the ladder. The chief is notified and it'll be there for the entire game. PM Service is started and it will be completed through this month of October. The following other items are -- Engine 1-1 the TNT cutter hold down bracket is broken, Campbell was notified, and on Engine 1-2 we had the paint work done. It looks pretty good. Some of the gold lining is going to be replaced; it didn't come out too well. Booster tank indicator parts are on order because they are not working correctly. The AC - Campbell was notified and the fastener for the strap that includes the foam totes on Engine 2 is being replaced. Some of this work is done by Art. The Harrington valve on 1-2, the

driver's side, that's being replaced. The steering wheel was replaced; actually, it broke, on Truck 1-6. Some of the lights have been replaced and the coolant tank is on order. The oil leak is in the process of being fixed. On 1-3-5 the auto eject is not working; we're working on that problem. Fire Prevention Vehicles 1, 3, 2 and 6 were both recalled for engine fan work done. One was done and the other has parts on order. On the chief's car, 1-3-1, auxiliary charger was installed and the recall for the engine fan has to be evaluated. The same problem was on 1-3-2 and 1-3-6. That's the extent of the work on the apparatus. Other items were noted as follows: Our elliptical machine and the old snow blower were sold and one set of turnout gear was cleaned. Second order was tail pieces were ordered and the discharge pipe was replaced on our Honda trash pumps. That's the end of the report Mr. President, thank you.

Commissioner J.C.K.: Okay any questions for Apparatus – Vehicles? Okay moving on to Fire Prevention – Commissioner P. Kenny.

FIRE PREVENTION:

Commissioner P.K.: For the month of September – Fire Investigations – 1; Total Inspections Completed in September – 183; Complaints and Spot Inspections – 5; Life Hazards – 7; Non-Life Hazard Uses – 51; Total Re-Inspections – 73; Total amount billed in September - \$1,625.00; Total amount collected in September - \$1,467.00; Home Inspections – 1; Fire Safety Education Classes – 2. Just so everybody knows on October 10th from 5:00 P.M. to 8:00 P.M. is our Open House downstairs in the apparatus floor and the outpost. I ask everybody to please get the word out. Have everybody that lives in the district to come especially with their children. They can visit the firehouse and the firemen and watch the different events that we'll have taking place that night. That's all I have.

Commissioner J.C.K.: Okay any questions for Fire Prevention? Okay, moving on to Telecommunications and Hydrants – Commissioner Kenny.

TELECOMMUNICATIONS AND HYDRANTS:

Commissioner P.K.: Progress; nothing to report on the ongoing project as of right now.

Commissioner J.C.K.: Okay moving on to Buildings and Grounds – Commissioner Minkler,

BUILDINGS AND GROUNDS:

Commissioner R.M.: Thank you Mr. President, the ceiling has been replaced in the backroom behind the bar, kitchen and foyer area. Chief Kenny hopes to have the electrician finish the work and having the floor started the week of the 23rd. The volunteer fire company has been advised that they can start putting the items back on the wall. The condenser for the backroom broke and Airtec will be replacing the unit. The normal monthly building supplies were ordered. The hood system in the backroom was cleaned by Rainbow, Inc. Chief Kenny is still working on the dumpster regarding the locks. The back-door keypad lock was reported not working and the pad was replaced by Bilyak and the old one is being kept at his shop as a spare. Items listed in the quarterly building safety check were repaired. There was a hole reported in the fence that was fixed by the shift. Also, some outlets throughout the building were reported damaged. Bilyak Electric replaced them and also the exit signs that were not working and could not be tested. Bilyak replaced the camera at the front door. The new setup can be answered and seen at the watch desk and also in Fire Prevention. Comfort did its six-month service check on the ice machine, Waterworks was out to repair a sprinkler head in the front and Bowco did their normal monthly service and also treated for spiders. That is my report.

Commissioner J.C.K.: Any questions for Building and Grounds? Okay we'll move to Report of Payroll and Bills.

The report of Payroll and Bills for October, 2017:

Bills: \$244,586.59

Payroll: \$245,068.75

Commissioner T.H.: I'll make that a motion that we pay the bills and we add-on the following six bills for a total of \$4,003.38.

Commissioner Robert Minkler, Sr. made a motion to pay the bills which was seconded by Commissioner Patrick Kenny and carried unanimously except for Commissioner Robert Minkler, Sr. not voting on Voucher 16790, 16831 and 16824 and yes on all others.

Commissioner J.C.K.: We'll move on the Treasurer's Report.

TREASURER’S REPORT:

Maria Bucsanszky: The treasurer’s report for October 4th, 2017.

Previous Balance – September 6 th , 2017	\$5,517,958.44
Deposits	\$ 5,539.95
Payroll and Adjustments	\$ 238,661.24
Current Bills	\$ 244,586.59
Ending Balance as of October 4 th , 2017 without the add-on bills	\$5,040,250.56

Commissioner Robert Minkler, Sr. made a motion to accept the Treasurer’s report as read which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: Communications.

COMMUNICATIONS:

Maria Bucsanszky: All communications were passed through to the Commissioners.

Commissioner J.C.K.: Okay, Unfinished Business – Commissioner Patrick Kenny.

UNFINISHED BUSINESS:

Commissioner P.K.: Nothing at this time.

Commissioner J.C.K.: Commissioner Minkler.

Commissioner R.M.: Nothing at this time sir.

Commissioner J.C.K.: Commissioner Howell.

Commissioner T.H.: Nothing.

Commissioner J.C.K.: Commissioner Hapstak.

Commissioner M.H.: Nothing.

Commissioner J.C.K.: Mr. Attorney.

Christopher Howell, Attorney: Nothing at this time.

Commissioner J.C.K.: Madame Clerk.

Maria Bucsanszky: Nothing.

Commissioner J.C.K.: New Business – Commissioner Patrick Kenny.

NEW BUSINESS:

Commissioner P.K.: After Executive Session I'll have one thing that I'd like to bring up.

Chief Charles Kenny: What's that?

Commissioner P.K.: The policy that we talked about earlier.

Chief Charles Kenny: The contract?

Commissioner P.K.: Yeah.

Chief Charles Kenny: No I didn't get to view it.

Commissioner P.K.: We'll talk about that in Executive then I'll bring it up then. I have two things under New Business after Executive Session sir.

Commissioner J.C.K.: Okay.

Commissioner P.K.: That's all.

Commissioner J.C.K.: Okay, Commissioner Minkler.

Commissioner R.M.: Under New Business I would just like to touch on preplanning. The shifts have been out for the month and they've been working on places of worship. The tour has visited the following – The First Presbyterian Church, The Hungarian Reform Church and the Mount Carmel Church. They plan on finishing up with the rest of the churches in the month of November due to scheduling issues.

Commissioner J.C.K.: Okay very good, thank you. Commissioner Howell.

Commissioner T.H.: Just one item. I was reviewing the cameras that we have in the firehouse and I would like to take note that the camera that is not inside the apparatus floor in the upper right-hand corner which would be the northwest corner of the building when it looks across the front of the apparatus you cannot see the doors. I'd like to make a recommendation that we move that camera at the same height that it is and move it back about ten or fifteen feet so you can actually see the doors because

you cannot see any of the doors, you can only see across the front of the building. I'd like somebody to take a look at that.

Commissioner J.C.K.: Okay.

Commissioner T.H.: Okay?

Commissioner J.C.K.: Anything else?

Commissioner T.H.: Nothing.

Commissioner J.C.K.: Commissioner Hapstak.

Commissioner M.H.: Resolution?

Commissioner J.C.K.: Go ahead.

Commissioner M.H.: You have in your packets the resolution on the Educational Assistance Plan. Would you like me to give a summary Mr. President?

Commissioner J.C.K.: Yeah, it's been a while since we introduced it since the beginning of the budget.

Commissioner M.H.: The Board recognizes the vital role of volunteer service members of the department as a public safety within the fire district in the township and the benefit the volunteers provide to the taxpayers of the fire district. In order to encourage and improvise current volunteers and/or to enhance the recruitment and retention of new volunteers an educational assistant plan for the established to further these goals. What it amounts to is the volunteers responds to twenty percent of all calls and sixty percent of all drills in any given year and they meet all mandatory training. They will eligible for up to \$5250 per year towards their educational experiences. Part of the plan also requires that they serve a minimum of six years and should they leave prior to that time they will need to refund to the Board a prorated amount based on their years of service.

Commissioner J.C.K.: Okay, any questions?

Commissioner T.H.: No.

Commissioner J.C.K.: Alright, roll call.

Commissioner Mike Hapstak moved the adoption of the foregoing Resolution. The motion was carried unanimously with a roll call vote. Commissioner Hapstak – Yes; Commissioner Howell – Yes; Commissioner John Kenny – Yes; Commissioner Robert Minkler, Sr. – Yes; Commissioner Patrick Kenny – Yes.

Commissioner J.C.K.: Okay very good. Anything else? Mr. Attorney.

Christopher Howell, Attorney: Nothing at this time.

Commissioner J.C.K.: Madame Clerk.

Maria Bucsanszky: Nothing.

Commissioner J.C.K.: Okay we'll go to the Remarks, Comments and Questions from the Audience and we will start with the Chief's Report.

CHIEF'S REPORT:

Chief Bruce Horvath: First of all I would just like to thank you for putting the charger in 1-3-1. I put it in there a few times to make sure it works and everything was fine.

	<u>2017</u>	<u>2016</u>
September Calls	41	71
Calls to Date	460	543

Commissioner J.C.K.: Okay, anyone else? I'd like to make a motion to go into Executive Session for legal and contractual discussions.

Commissioner Robert Minkler, Sr. made a motion to go into Executive Session for legal and contractual discussions at 7:20 P.M which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner Todd Howell made a motion to return to the regular meeting at 8:40 P.M. which was seconded by Commissioner Michael Hapstak and carried unanimously.

Commissioner J.C.K.: Okay, we were in Executive to talk about legal matters from within the district and I at this time would like to move on Resolution 2017-3-13.

Commissioner Patrick Kenny made a motion to move on Resolution 2017-3-13 which was seconded by Commissioner Todd Howell and carried unanimously with a roll call vote. Commissioner Hapstak – Yes; Commissioner Howell – Under advice of our legal counsel that there is no actual conflict of interest I vote Yes; Commissioner John Kenny – Under the advice of legal counsel that there is no actual conflict of interest I vote Yes; Commissioner Minkler - Abstain; Commissioner Patrick Kenny – Yes.

Commissioner J.C.K.: Okay, I need a motion to go back into Executive Session for other legal and personnel matters.

Commissioner Todd Howell made a motion to go back into Executive Session for other legal and personnel matters at 8:45 P.M. which was seconded by Commissioner Patrick Kenny and carried unanimously.

Commissioner Robert Minkler, Sr. made a motion to return to the regular meeting at 10:40 P.M. which was seconded by Commissioner Patrick Kenny and carried unanimously.

Commissioner J.C.K.: Mr. Attorney do you want to give a summarization?

Christopher Howell, Attorney: In tonight's Executive Session the Board spoke on voting on Resolution 2017-3-13. We heard from Chief Kenny involving some personnel matters and then we had a lengthy discussion about the negotiations and the upcoming collective bargaining agreement with the Local Union after the Board president met with the Local he discussed in detail their position verses ours and that's it.

Commissioner P.K.: Mr. President, I'd like to make a motion that we authorize the Chief that once he looks at (inaudible) contract for the drug and alcohol that we are in (inaudible) to make the payment on that if at all. It's the way he wants it.

Commissioner Patrick Kenny made a motion to authorize the Chief that once he looks at Dave Peterson's contract for the drug and alcohol that we are in proof to make the payment on that if at all which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

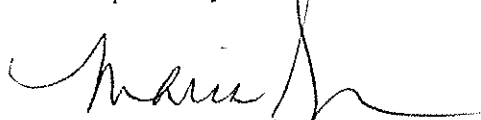
Commissioner P.K.: And I think the clerk just has to make mention on that one resolution number change.

Maria Bucsanszky: Yes, there is a correction to the September 6th meeting. We passed Resolution 2017-3-10; it should be 2017-3-11 for the record.

Commissioner T.H.: So noted.

Commissioner Patrick Kenny made a motion to adjourn the meeting which was seconded by Commissioner Todd Howell and carried unanimously at 10:45 P.M.

Respectfully submitted,



Maria Bucsanszky
District Clerk

WOODBIDGE FIRE DISTRICT NO 1 MONTHLY BILL LIST

October 4, 2017

10/02/17

Date	Num	Name	Memo	Amount
Northfield Bank - Voucher				
09/07/2017	16750	Atlantic Tire & Service	2009 Suburban-Tire Installation & Alignment	-765.55
09/07/2017	16751	Campbell Supply, Inc	Truck 6-Coolant Leak/Installed New Tank	-678.92
09/07/2017	16752	Comcast	Account#8499053400759387/Computers/Internet	-145.88
09/07/2017	16753	Elizabethtown Gas	Account #2164284700/Firehouse 07/25/17-08/25/17	-161.93
09/07/2017	16754	Glasson's Auto Repair	Invoice #19198 2005 Ford Excursion & #19336 2009 Chev Sub	-2,779.92
09/07/2017	16755	Home News + Tribune	Account#ASB-076094-Notice of Special Meeting - August...	-8.36
09/07/2017	16756	Joshua Marcus Group	1000 Flat Neon Erasers/2500 Mood Pencils & 500 Hand ...	-2,165.00
09/07/2017	16757	Owen S Dunigan & Co, Inc	Installed New Flapper in 2nd Stall Toilet in Downstairs Me...	-145.00
09/07/2017	16758	Survivor Fire & Safety Equipment...	Extinguishers-Service	-73.24
09/07/2017	16759	Township of Woodbridge-Compr...	Phone Bill-August 2017	-180.00
09/07/2017	16760	United Parcel Service	Account #XV0896 - Shipping	-3.30
09/07/2017	16761	V. E. Ralph & Son, Inc	EMS Supplies	-401.46
09/07/2017	16762	West Hudson Industries	36-Eagle Over Breast Badges (Nickel) & 1- Eagle Overbr...	-2,113.60
09/07/2017	16763	Maria Bucsanszky	Replenish Petty Cash	-258.09
09/07/2017	16764	Best Tek Support LLC	Website Renewal & Hosting for Woodbridge Fire Preventi...	-200.00
09/07/2017	16765	Best Tek Support LLC	Replaced Computer WFD-FP5/Mark Minkler	-779.00
09/07/2017	16766	Best Tek Support LLC	Monthly Agreement - September 2017	-605.00
09/07/2017	16767	Best Tek Support LLC	Unable to Open E-Mail	-21.25
09/08/2017	16768	Postmaster	2 Rolls of Stamps - Balance due - Paid \$96.00 Should Be...	-2.00
10/01/2017	16769	Catherine Crowe	Health Benefits Reimbursement -September 2017	-564.44
10/01/2017	16770	JOHN TAKACS CONSTRUCTIO...	Rent - 400 School Street & Back Garage -October 2017	-1,975.00
10/04/2017	16771	ADVANCE AUTO PARTS	Account #1872535921 -Power Outlet & Flex Tube	-13.68
10/04/2017	16772	Airtec Service Inc	Account #101744 -Removed Duct Work Over Kitchen	-475.00
10/04/2017	16773	AT&T	A/C# 0555384092001/ Landline 732-636-1725	-40.95
10/04/2017	16774	Bowco Laboratories Inc	Regular Service - September 2017	-35.00
10/04/2017	16775	Campbell Supply, Inc	Truck 6-Coolant Steering System Repair	-2,211.01
10/04/2017	16776	Christopher Howell	Monthly Fee - October 2017	-4,000.00
10/04/2017	16777	Comcast	Account#8499053400528238/Computers/Internet	-87.59
10/04/2017	16778	Delta Dental Plan of NJ	Group# 01063 - Dental Coverage 10/01/2017-10/31/2017	-11,362.90
10/04/2017	16779	Dorothy Wilcox	Health Benefits Reimbursement September 2017	-564.44
10/04/2017	16780	Dunford Refrigeration Heating an...	Serviced Ice Machine	-462.00
10/04/2017	16781	Elizabethtown Gas	Account #7423328542/400 School Street 07/25/17-08/25...	-28.13
10/04/2017	16782	Eric M. Bernstein & Associates, L...	Professional Services Rendered- Personnel Matter	-1,075.00
10/04/2017	16783	Image First	Acct# WOODB000-Laundry Service	-202.31
10/04/2017	16784	Keith Repace	Reimbursement for Tent for FPB	-64.11
10/04/2017	16785	Lowe's	Account #82131319024076 - Supplies	-101.24
10/04/2017	16786	Madsen & Howell, Inc	Supplies	-379.10
10/04/2017	16787	Maria Bucsanszky, E.A.	Monthly Fee-October 2017	-5,575.00
10/04/2017	16788	Mary Ann Sofka	2 Hour Transcription of September 6, 2017 Regular Meeti...	-50.00
10/04/2017	16789	Michael A Bilyak Electrical Contra...	Kitchen-Removed Existing Lighting Fixtures & Installed N...	-2,209.00
10/04/2017	16790	Middlesex County Fire Academy	Course #D1-1002-17-Firefighter I/M. Karafa	-210.00
10/04/2017	16791	MIDDLESEX WATER COMPANY	Hydrant Service - September 2017	-40,589.95
10/04/2017	16792	Networkfleet	C/S #WOOD028-GPS Diagnostic/ OBID Harness Kit	-112.23
10/04/2017	16793	NFPA AVON,MA	ID #2717895 - 1 Yr Fire Code Subscription	-1,345.50
10/04/2017	16794	NJ Division of Pensions & Benefits	Plan#316149/Sub Plan#056050 Michael Hapstak DCRP - ...	-29.75
10/04/2017	16795	Occupational Health Services- JF...		-30.00
10/04/2017	16796	PSE&G	Electric-Firehouse #6710272907 & Parking Lot #6700830...	-994.90
10/04/2017	16797	Robert Paul	Reimbursement - Supplies	-96.31
10/04/2017	16798	Silent Companion Corp	Account #2196 - Rewire/Remount Smoke Detector Unit	-150.00
10/04/2017	16799	Sophie Bader	Health Benefits Reimbursement -September 2017	-564.44
10/04/2017	16800	Standard Insurance Company	Life Insurance - Policy #136829 -October 2017	-3,004.84
10/04/2017	16801	Staples	6035 5178 20660784 Supplies	-116.62
10/04/2017	16802	Stone Mountain Printing	500 - Vouchers	-29.10
10/04/2017	16803	Survivor Fire & Safety Equipment...	Extinguishers-Service	-890.00
10/04/2017	16804	TASC Fire Apparatus, Inc	Adapters	-101.98
10/04/2017	16805	Turnout Fire & Safety	Tailoring of Uniforms - Balog	-137.98
10/04/2017	16806	United Parcel Service	Account #XV0896 - Shipping	-2.19
10/04/2017	16807	Verizon Wireless	Acct# 585555042-00001 - Cell Phones	-206.40
10/04/2017	16808	ADVANCE AUTO PARTS	Account #1872535921 Washer Fluid & Floor Mats	-102.85
10/04/2017	16809	Airtec Service Inc	Account #101744 -Removed Duct Work Over Bar in Dinin...	-380.00
10/04/2017	16810	Campbell Supply, Inc	2017 Ford Expedition-Installed Net Across Open Dunnag...	-561.80
10/04/2017	16811	Eric M. Bernstein & Associates, L...	Professional Services Rendered- Personnel Matter	-1,187.50
10/04/2017	16812	Madsen & Howell, Inc	Supplies	-31.50
10/04/2017	16813	Michael A Bilyak Electrical Contra...	Supply & Replaced Exterior Outlet Near Mailbox & Lightin...	-837.00
10/04/2017	16814	Networkfleet	C/S #WOOD028Monthly Service-Aug 2017	-94.75
10/04/2017	16815	PSE&G	Account #6564138407/Back Garage	-17.85
10/04/2017	16816	Treasurer State of NJ	5-NJ Uniform Fire Code Subscriptions	-150.00
10/04/2017	16817	Verizon Wireless - Laptop Modems	A/C# 982554463-00001/Laptop Modem	-646.25
10/04/2017	16818	Madsen & Howell, Inc	Supplies	-111.27

Date	Num	Name	Memo	Amount
10/04/2017	16819	Michael A Bilyak Electrical Contra...	Back Room Bar-Removed & Rewired Lighting Fixtures	-1,923.00
10/04/2017	TEPS	State of New Jersey- Health Bene...	Retiree Health Benefits - 10/01/2017-10/31/2017	-47,718.26
10/04/2017	TEPS	State of NJ- Health Benefits Fund...	Health & Prescription - 10/1/17-10/31/17	-70,651.27
10/04/2017	16820	Airtec Service Inc	Account #101744 -Installed Supply Register & 2 Exhaust ...	-1,280.00
10/04/2017	16821	Best Tek Support LLC	Fire programs Not Updating on 007	-127.50
10/04/2017	16822	Canon U.S.A. Inc	Contract #A40462/G-2075- Service Charge 08/01/2017-0...	-119.96
10/04/2017	16823	Comcast	Account#8499053400759387-Computer/Internet	-145.88
10/04/2017	16824	County of Middlesex	Cleaning of 60 Fire Department Turn Out Gear	-600.00
10/04/2017	16825	Fire and Safety Services LTD	Engine 1-3 -Repaired & Replaced Lights & Switches, Eng...	-9,944.10
10/04/2017	16826	General Graphics	500 Business Cards R.Minkler, Hines, Weber, Balog & 50...	-350.00
10/04/2017	16827	Image First	Acct# WOODB000-Laundry Service	-198.87
10/04/2017	16828	Joshua Marcus Group	Stick on Fire Badges	-300.00
10/04/2017	16829	Madsen & Howell, Inc	Supplies	-335.87
10/04/2017	16830	Michael A Bilyak Electrical Contra...	Supply & Replace Outlet in 2nd Floor Hallway, Meeting R...	-545.00
10/04/2017	16831	National Association of Fire Inves...	NAFI Renewal - 3 Years M. Minkler	-180.00
10/04/2017	16832	NFPA MANCHESTER NH	ID#3288944-Membership Dues - Michael Hapstack	-175.00
10/04/2017	16833	Silent Companion Corp	Account #2196 - Semi-Annual Alarm Monitoring	-216.00
10/04/2017	16834	Spectrotel	Account #348561/Clerk	-52.95
10/04/2017	16835	Township of Woodbridge-Comptr...	Phone Bill-September 2017	-180.00
10/04/2017	16836	Treasurer State of NJ	Certification Renewal- K. Repace #103740	-45.00
10/04/2017	16837	Vision Service Plan	Acct# 12 078480 0001 Vision Coverage -October 2017	-1,643.20
10/04/2017	16838	Water Works Inc	Replaced 2 Broken Rotary Heads & Changed Nozzle	-176.55
10/04/2017	16839	Best Tek Support LLC	Managed Desktop Patch Issues	-21.25
10/04/2017	16840	General Graphics	1000 Bus Cards Repace & Letterhead & Open House Su...	-6,495.00
10/04/2017	16841	Joshua Marcus Group	2000 12 Inch Rulers & 2000 Fip Top Pencil Sharpners	-3,311.00
10/04/2017	16842	Michael A Bilyak Electrical Contra...	Supply & Replaced Main Entry Door Camera	-1,401.90
10/04/2017	16843	Spectrotel	Account #348180-Cad/Landline/Fire Alarm/Solar	-126.36
10/04/2017	16844	Best Tek Support LLC	Managed Desktop Third Party & MAC OSX Patch Issues	-21.25
10/04/2017	16845	Best Tek Support LLC	Monthly Agreement - October 2017	-605.00
Total Northfield Bank - Voucher				-244,586.59
TOTAL				-244,586.59

RESOLUTION #2017 – 3 – 12

Introduction:

The Board of Fire Commissioners recognizes the vital role that volunteers serve as members of the Department and to public safety within the Fire District and Township, and the benefit that volunteers provide to the taxpayers of the Fire District. In order to encourage and incentivize current volunteers and in order to enhance the recruitment and retention of new volunteers, an Educational Assistance Plan will be established to further those goals.

The Plan:

On October 4, 2017, the Woodbridge Board of Fire Commissioners (hereinafter the "Board") established an Educational Assistance Plan (hereinafter "Plan") to provide educational benefits under Section 127 of the Internal Revenue Code to all active volunteer members (hereinafter "Volunteers") of the Woodbridge Fire Company, Fire District #1 (hereinafter "Company"). This document sets forth the Plan.

Woodbridge Fire Department Educational Assistance Plan

1) Employment Status:

Volunteer members qualify for the Plan and earn benefits when they meet the following requirements:

- a. Respond to 20% of all fire calls and 60% of drills in any given year;
- b. Are actively enrolled or have successfully completed Firefighter 1 and any additional mandatory training as required by the Division of Fire Safety, and completed all mandatory training as required by the Board of Fire Commissioners and/or the Division of Fire Safety for certification as an interior structural firefighter.
- c. Participants in the plan must serve a minimum of 6 years of active service as outlined in parts (a) and (b) above from the date of first receiving benefits.

2) Plan Benefits:

The Board will reimburse the employee no more than \$5,250 a year for qualified educational programs. Should lawmakers enact increases or decreases to the \$5,250 ceiling, this Plan automatically adopts the new ceiling on its effective date. Under section 127 of the Internal Revenue Code, the employee receives reimbursements under this Plan as tax-free fringe benefits.

3) Plan Termination:

The Board reserves the right to change or terminate the Plan without prior notice. If the Board ends the Plan, the Board will reimburse all courses in process prior to termination, but it will not reimburse any classes that begin after Plan termination and notification.

4) Prohibited Choices:

The Plan prohibits the Board from offering eligible employees a choice between educational assistance and other compensation.

5) Covered Educational Expenses:

The Plan reimburses costs for tuition, fees, and books for college and university classes. The Plan does not reimburse costs for tools, supplies, meals, lodging or transportation. The Plan does not reimburse costs for any education that involves sports, games or hobbies.

6) Notification to Employer:

Volunteers who plan to participate in the Educational Assistance Plan shall notify the Board in writing of such plan, course of study and expected reimbursement amounts and dates no later than 30 days after the educational activity begins.

7) Reimbursements:

- a) Upon completion of the courses, the participant must provide an official transcript of grades and original receipts for all items for which reimbursement is sought. The Company will not reimburse for any amounts already reimbursed by any financial assistance, scholarship or any other financial benefit derived from public or private programs. The participant must maintain attain a grade of "C" or better to qualify for benefits under the Plan. The Board shall reimburse the participant within 45 days of request and proper submission of supporting documents.
- b) Any participant that fails to complete the service requirements in section 1, agrees to reimburse the Board a prorated amount of benefits received based on time served.

Attestment:

The Board and/or Company has explained this Plan to me, an eligible Volunteer, and I have read this Plan document.

With this signature, I verify that I have read this Plan document and understand the Plan.

Printed Name	Signature	Date

On behalf of the Board, I have explained this Plan to the Volunteer above. I furnished the Volunteer with a copy of the Plan and observed as he or she read the Plan. I hereby affix my signature in verification of these facts.

For the Board:

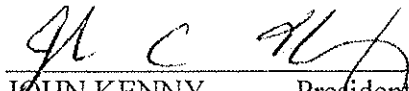
Printed Name	Signature	Date

RESOLUTION
2017-3-13

WHEREAS, the Fire Commissioners of Fire District No. 1 of the Township of Woodbridge are desirous at all times of maintaining a high level of firefighting ability and efficiency; and

WHEREAS, the Board of Fire Commissioners believe it is in the best interest of the taxpayers of Fire District #1 and the Fire District as a whole to amicably resolve ongoing legal matters involving certain personnel within the department in an expeditious manner;


NOW, THEREFORE, BE IT RESOLVED by the Fire Commissioners of Fire District No. 1 of the Township of Woodbridge authorize on this date Commissioners Todd Howell and John Kenny to entered into and execute a Settlement Agreement and General Release in the form attached hereto as **Exhibit A**.



JOHN KENNY President

ADOPTED: October 4, 2017

I hereby certify that the above is a true and exact copy of the resolution and the attachment thereto was adopted by the Board of Fire Commissioners, Fire District No. 1, Township of Woodbridge, at their regular meeting held on October 4, 2017.



JOHN KENNY President