

January 11, 2023

Hazlet Township Town Hall

**1766 Union Avenue, 2nd Floor
Hazlet, NJ 07730**

The **WORKSHOP MEETING** was opened by **Chairman Les Parleman** at **6:30PM**. **Chairman Parleman** led the **PLEDGE TO THE FLAG**, followed by a **MOMENT OF SILENCE**. **Chairman Parleman** read the following statement:

In compliance with the **OPEN PUBLIC MEETING ACT** of the State of New Jersey, adequate notice of this meeting was provided in the following manner:

On December 19, 2022, advance written notice of this meeting was posted at Town Hall, 1766 Union Avenue, Hazlet, NJ;

On December 22, 2022 advance written notice of this meeting was sent to the Asbury Park Press; and

On December 19, 2022, copies of the advance written notice were mailed to all persons who requested and paid for such notice.

I direct the Fire District Clerk to enter into the minutes this announcement and the advance written notice of this meeting.

Chairman Parleman called for a ROLL CALL:

Commissioner Parleman	- PRESENT
Commissioner J.C. Schroeck	- PRESENT
Commissioner J.J. Schroeck	- PRESENT
Commissioner Sheldrick	- ABSENT
Commissioner Storcks	- PRESENT
Melanie Appleby, Esq.	- PRESENT
Matthew Donahue, Esq.	- ABSENT
Michelle Barney, QPA	- PRESENT

Resolutions-

- a. **2023-001**- Cash Management
 - i. New bank due to issues with old bank. New Bank is Affinity Federal Credit Union 1365 Route 35, Middletown, NJ. Paperwork needs to be signed.

- b. **2023-002** Losap increase
 - i. State approved a 7.3% allowable increase to LOSAP programs for 2024. This is up from 0.9%. \$1,278 will be the max if the increase is approved by the Commissioners.

- ii. Commissioner Storcks questioned older accounts of members not active. Quarterly statements are still being sent to members no longer involved. Per lawyer Appleby, the Fire District can keep these accounts open or close them. Former members were sent a letter allowing them to ask the Fire District to hold their account open for potential future return, or request their names be completely removed from all accounts.

c. **2023-003** Award of Contract- ESI- Capital Purchase

- i. ESI Equipment will be the vendor for the approved Rescue equipment for North Centerville's approved tools. \$78,393 is the price with training and a 1-year service contract.

d. **2023-004**- Executive Session- for personnel matters

e. **2023-005**- Appointing new Attorney- Melanie Appleby and Mathew Donahue

2. Correspondence –

- a. Insurance audit letter received, just stated audit will be coming
- b. Reached out to chiefs for new member lists. Must provide separate lists for active, and non-active life members.

3. Letter to township committee requesting annual appropriation

- a. No update and no response as of today.

4. Uniform/allowance points and money

- a. Committee – J.J. Schroeck and Les. Both Commissioners will set up a date to meet and go over the current program.

5. New Apparatus Committee –

- a. JJ Schroeck fact gathered round about prices for a Tower Ladder. He also gathered information for engines while he was speaking with them. Tower ladders ranged from \$1.65M- 1.95M, and engines ranged from \$750K-\$925K (depending on them being demos or customized, these are also current market prices).
- b. Commissioners Parleman, JJ Schroeck and QPA Barney will sit down and start gathering more information on purchasing apparatus.
- c. Discussion about not speaking directly with vendors in case a spec will be developed by the Fire District. Discussion continued about using Co-op purchasing such as Soucewell and HGAC being the best route for purchases.

6. Paid personnel

- a. QPA Barney asked Rich Braslow about gathering info for what other fire districts have set up to help with low personnel issues. (Pay per call, increased incentives, per diem firefighters, etc.) There has been no information received from Rich and no new information to share at this time.

7. Google workspace G-mail accounts as @hazletfiredistrict.org

- a. Each Commissioner/chief/fire official/ inspector has been issued an email
 - i. New E-mails will be @hazletfiredistrict.org Chief39-1, Chief 39-2, Chief39-3, and other commissioners and employees will have their first initial and last name: lparleman, dsheldrick, mstorcks, jcschroeck, jjschroeck, mbarney, thorne, jmerkel. NOTE: (Middle initials were added to JC and JJ Schroeck due to having the same first and last name).
 - ii. All Fire district related business will be conducted through these email addresses and not through personal email accounts.
- b. Google Drive shared workspace has been developed. Chiefs and Fire Bureau can now access shared information on their google log in to view documents and information rather than having to email or call each other for further information.

8. Future District by-laws

- a. J.J. Schroeck and Storcks to sit down and meet to gather information and begin.
- b. Discuss with attorney

9. Mobile Clinic update-

- a. None at this time, doesn't seem to have much interest with the memberships. Chiefs will be asked one more time at the public meeting whether to move forward or move on.

10. Contract for Fit Test-

- a. Quote was received and the purchase order was processed by QPA Barney.

11. New mobile app dispatch

- a. Chief Schmidt stated will be moving forward with Chief 360. Michelle asked what would be canceled. Mentioned ESO. JJ Schroeck advised her that ESO is an incident reporting program and is separate from this dispatch program. We have to verify with Chief Schmidt, but EDispatches and IAMResponding were mentioned in the past as both being removed.
- b. Discuss with Chiefs

12. Emergency Warning Light on Middle Road at NCVFC

- a. Waiting on P. Wood, no information at this time.

13. Question on CDL driving apparatus

- a. Dennis asked Michelle to mention about having non FF1 certified members, who are CDL drivers, to be allowed to drive the vehicles to parades, community events, maintenance, etc. After a brief discussion, we will table this conversation for now.

14. Vehicle Maintenance Update

- a. Commissioner Storcks reports the registrations are being cleaned up. 2010 KME (WKFC) never received a title from the leasing company. There were emails sent back and forth prior to covid and it was never received. Commissioner Storcks is in contact with the company and there is progress. We needed some duplicate registration cards for the vehicles. Going forward we are going to get duplicates and copies of all cards, so we have them in the district files.
- b. Commissioner Storcks met with the 3 chiefs and obtained the mileage reports and updated the inventory sheet.
- c. Commissioner Storcks stated Chief Spirko mentioned getting the vehicles weighed. Since the policy is to display them on the larger vehicles dashboards or windshield, we don't have a true vehicle weight. We need to make sure these vehicles are not overweight, in case there is an accident with injuries etc. Red Bank Recycling agreed to weigh the vehicles at no cost for us. I will get with the chiefs to start getting them down there for weighing.
- d. Some smaller vehicles are not being inspected, or are overdue. Chiefs and Fire Officials will be advised to have their vehicles in order.
- e. Michelle gave Commissioner Storcks 3 E-ZPass devices for WKFC. Need to gather the old E-ZPass devices to send back to the state

Commissioner J.J. Schroeck **MOVED THAT THE MEETING BE ADJOURNED,**
Commissioner J.C. Schroeck seconded the motion. ALL VOTED IN FAVOR. The meeting was adjourned at 7:48 PM.



Les Parleman, Chairman



Joseph J. Schroeck Clerk