

March 8, 2023

**Hazlet Township Town Hall
1766 Union Avenue, 2nd Floor
Hazlet, NJ 07730**

The **WORKSHOP MEETING** was opened by **Chairman Les Parleman** at **6:36PM**. **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	- PRESENT
Commissioner Storcks	- PRESENT
Melanie Appleby, Esq.	- PRESENT
Michelle Barney, QPA	- EXCUSED

1. Resolutions-

- a. 2023-008-** Reimbursement of NJMVC fees- to Commissioner Storcks for the title transfer and new title issued for 39-3-80 (2011 KME)
- b. 2023-009-** Reimbursement to Frank Oliva for Fed-Ex costs to ship new post cards. Commissioner Storcks asked what this was for. This is for the new post cards with updated information. Commissioner Sheldrick reported the cards are incorrect as there is a wrong phone number listed. Commissioner Sheldrick asked Frank if can update them again.
- c. 2023-010-** Closed Session

- 2. Uniform Allowance/Points money-** Commissioners Parleman and JJ Schroeck
 - a. Discussion is tabled, no discussion is necessary at this time.

- 3. Correspondence –**
 - a. Affinity Federal Credit Union – interest increase: Commissioner Sheldrick reports rate is 2.99%, up \$3,500 since changing to this new bank. Commissioner Parleman asked if that interest money can be spent this year, or does it have to sit for a year prior to use.
 - b. County Dispatch- new agreement Contract signed by town with county, new contract ends 12/31/2025

- 4. District Bylaws-** Commissioners JJ Schroeck and Storcks
 - a. Tabled at this time. No significant updates, nothing to forward for review.

- 5. LOSAP –**
 - a. Minor changes were made to the wording, as listed in last month's meeting. Emails were forwarded to the Commissioners and chiefs for review.
 - b. Commissioner Sheldrick and JJ Schroeck report its wording changes
 - c. Commissioner JJ Schroeck reports the issues with former members receiving quarterly statements. JJ Schroeck reported that Michelle started the paperwork to remove all members who are no longer part of the district and who were not vested. Commissioner Storcks questioned who authorized Michelle to start the paperwork to remove the names without approval from the Fire Commissioners, since there was no movement on this since last month. Commissioner JJ Schroeck reported we did decide to remove the members. Commissioner Storcks stated that was not mentioned during the last workshop meeting. Commissioners JC Schroeck and Sheldrick reported that she is the Office Clerk and Administrator. JJ Schroeck reports the letters sent out last year were intended to go out to life members who were not active. Commissioner Storcks states he reported this over the last 5-6 months with no movement. Commissioner Sheldrick reported she runs the information by the Fire Commissioners and we approve it. Commissioner Storcks stated he doesn't receive some correspondence, so who approves it, and if it was approved, why did he not receive information on it? Discussion held about chain emails to members. Attorney Appleby reports she sent a memo to the Fire District pertaining to reply-all emails as well as not using personal emails for fire

district business. At this time, paperwork has started to remove the members who are no longer attached to the fire district.

- d. No quarterly paperwork has been submitted by the companies. We will remind them to submit their information.

6. New Member Applications

- a. Commissioner Parleman reports Joe Corsentino met with two prospective new members of NCVFC and the process is moving as intended.
- b. Commissioner Schroeck reports 1 member has fingerprints done, other needs fingerprints and physical.
- c. 1 was already a firefighter in Woodbridge, second was due to the fire on Brookside.
- d. Discussion held on the process of applications going through the District Office.

7. NCVFC insurance repairs- Commissioner JC Schroeck

- a. Commissioner JC Schroeck reports the insurance company is looking for incident reports related to the issues with the ladders pump issue.
- b. The Line Officers need to be aware of submitting these accident/incident reports.
- c. The companies are not allowed to have their own dealers/service to come out for a quote. The insurance company has to handle that.

8. Gear Replacement- Commissioner Sheldrick

- a. Reports Chief Spriko is requesting to purchase Innotex gear. Asked if there was a policy to keep Morning Pride. JJ Schroeck did not remember if there was a specification or Township standard. Discussion about changing manufacturers and having multiple companies. Board would like the Chiefs to keep the same company so it's as close to uniform as possible.
- b. There was a request to order gear for A. Simone (39-3). Questioned why "fire damaged" gear is being replaced and not inspected as previously requested by the board. Commissioner JC Schroeck stated we are not authorized here to inspect gear. If gear needs to be inspected by authorized individuals. Discussion held about the company mentioned at previous meetings coming in and inspecting and cleaning all PPE.
- c. Commissioner Storcks questioned why we do not have an inventory list. This way we can properly plan for replacement as needed. Some years we may need more sets than what is normally ordered.

9. Zoom

- a. Discussion to remove zoom service cost due to not being a host. We are paying a fee for this service that we are not using. Agreement was made to remove this service.

10. QuickBooks format- purchasing

- a. Due to an emergency, Michelle is not here to explain. Tabled for now.

11. Vehicle Maintenance Update- Commissioner Storcks

- a. Still no update on Hazlet's brush truck as it is still out of service. Fuel pump issue and electrical issues.
- b. Chief Schmidt has an update on 3-81 with the radiator issues and other repairs.
- c. The EIN number was located in old paperwork, so the address was changed with the IRS. This allowed Commissioner Storcks to change the address on the NJMVC paperwork. Also, the 2 Corp codes were merged into 1 Corp code and all NJMVC documents are now uniform. Commissioner Parleman asks if we will run into a problem if someone submits the older number by mistake. The system will catch it but Commissioner Storcks reports he made a list of new information, and phone numbers to deal with the state and Hazlet MVC offices.
- d. 39-3-80 is now in our name. I had to transfer it to our name. A new title and plates were issued.

12. Website

- a. Commissioner Storcks reports no update on his request to update the website. Information was forwarded and no feedback was received. Michelle has concerns. After a discussion, it will be tabled until Michelle can explain more.
- b. Commissioner Parleman asked about "issues" with the app. There is still no pre-alert being sent prior to the tones being dispatched. After a discussion, Commissioner Storcks stated the issue with the pre-alert should be updated by Pat Wood or John D'Altilio as they are the liaisons to the Chief 360 company.

13. Membership forms

- a. Discussion on handing out membership status forms for the chiefs to submit to the Fire District. This is to keep the Fire District informed of membership changes for Insurance purposes.

14. Grants

- a. JJ Schroeck reports information about grants being open for the boat. We do not have a grant writer on staff. He received information and costs for a grant writer. Cost would be \$4,000. Company name is Bruno Associates, Inc out of Clifton. The grant is for \$24,999. This company also handles all other grants with FEMA. No matching funds for awards under the \$24,999. Commissioner Storcks reports the SAFER grants no longer have matching grants. Port security cost is 25% of the total over the award of \$25,000. We would have to plan a year in advance for budget reasons.

Commissioner Sheldrick **MOVED THAT THE MEETING BE ADJOURNED,**
Commissioner J.J. Schroeck seconded the motion. ALL VOTED IN FAVOR. The
workshop meeting was adjourned at 7:33 PM.



Les Parleman, Commissioner, Chairman



Joseph J. Schroeck, Commissioner, Clerk