

May 10, 2023

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

The **REGULAR MEETING** was opened by **Chairman Les Parleman** at **7:31 PM**. **Chairman Parleman** led the **PLEDGE TO THE FLAG**, followed by a **MOMENT OF SILENCE**.

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 Newark Star Ledger and 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 Recording Secretary 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 Schroeck J C	- Present
Commissioner Schroeck J. J.	- Present
Commissioner Sheldrick	- Present
Commissioner Storcks	- Present
Melanie Appleby- Attorney	- Present
Michelle Barney, QPA	- Present

Also Present:

Craig Spirko, 1 st Asst. Chief	- Present
Robert Steiner, 2 nd Asst Chief	- Present
Bill McCarron, Captain WKFC	- Present (Twp Chief Schmidt working)
Tom Horner, Fire Official	- Present
Steve Schmidt - First Aid Chief	- Present

A MOTION to approve the workshop, regular, and executive session minutes of the April 12, 2023 meetings offered by Commissioner Sheldrick, seconded by Commissioner JJ Schroeck
All in Favor

CORRESPONDENCE- None

OLD BUSINESS-

NCVFC – light update. Ex-Chief P. Wood reported that Hazlet Township Committeeman Rob Preston was in contact with Monmouth County Commissioner Chairman Arnone and we are waiting to hear back.

FINANCIAL REPORT

Commissioner Sheldrick submitted the **ATTACHED FINANCIAL REPORTS** indicating account balances.

A motion to approve financial report offered by Commissioner Storcks, seconded by Commissioner JJ Schroeck.

ROLL CALL VOTE:

Commissioner Parleman	- Yes
Commissioner J.C. Schroeck	- Yes
Commissioner J.J. Schroeck	- Yes
Commissioner Sheldrick	- Abstain
Commissioner Storcks	- Yes

Commissioner Sheldrick presented **the ATTACHED LIST of OPERATING ACCOUNT and FIRE BUREAU** bills to be paid.

A motion to approve the bills to be paid was offered by Commissioner JJ Schroeck, seconded by Commissioner JC Schroeck.

ROLL CALL VOTE:

Commissioner Parleman	-Yes
Commissioner Schroeck J C	-Yes
Commissioner Schroeck J. J.	-Yes
Commissioner Sheldrick	-Yes
Commissioner Storcks, M	-Yes with abstention from Bill 23-143 (check 3972) Bill for the County of Monmouth

REQUISITIONS/PURCHASE ORDERS

QPA Michelle Barney sent the emails out to the chiefs on what is needed. Waiting on an update from Chief Schmidt on the hose.

- All equipment, communication, equipment maintenance item requisitions and quotes should be sent in for the PO's to be processed, no later than **May 1st**
- Any requisitions for purchases must be submitted- please make sure the quotes are correct, billing and shipping addresses, no tax, etc. Errors on the quotes are slowing down placing the order.
- Hazlet First Aid, please provide requisition no later than June 1st

CHIEFS REPORTS

WKFC Captain McCarron (Township Chief Ed Schmidt- working)

- Chief's vehicle was towed twice over the last month. First time was for the starter/battery and the second time was for the water pump. Both issues were covered by warranty.
- Engine 381 was out at a pumping drill and again the alarm went off for running hot. Fire and Safety was advised and thinks it may be an engine/water pump issue.
- Engine 380 was supposed to go out for scheduled maintenance from last year, during this month, and the date was pushed back by Fire and Safety until June 12th.
- Waiting to hear back on a date from Fail Safe on the hose, ladder, and pump test. Michelle requested an updated quote so the paperwork can be started.
- Commissioner Parleman asked about the status of Engine 381 about the overheating issue. Captain McCarron said it was pumping to 388 and after 15 minutes the alarm went off. Hoping it's an easy fix.
- Commissioner JC Schroeck asked Chief Spirko about his vehicle since it sounded horrible. Chief Spirko will work on getting it in to get fixed (Starter and water pump is bad)

1st Assistant Chief Craig Spirko

- His car will go in for repairs next week or the week after for the items previously reported.
- Flow testing was done. Will get the flash drive with the information. Many repairs needed on packs and is currently looking into a maintenance plan.
- Changing some bulbs on Tower 190
- Brush truck was to be repaired over the weekend, but it was pouring rain out. It appears to be a ground issue. Wants to get it repaired as soon as he can.
- Commissioner JC Schroeck mentioned some members who may have fit testing done with other Fire Departments can hand them in. Chief Spirko advised he has asked and has not received them yet. He will continue to work on them.

2nd Assistant Chief Rob Steiner

- Ladder 291 was supposed to go to Fire and Safety on May 14th but Fire and Safety has pushed that date back to June 5th. This is for UL testing and he wants them to look at the rusting issue around the turn table and a couple of other spots on the truck.
- Asked about updates on the repairs needed on Engine 279. Commissioner Parleman will meet with Chief Steiner over the weekend.
- Requisition put in for repairs to the compressor repair on Rescue 285.

FIRE OFFICIAL REPORT - Thomas Horner

- CCO reports- 170 Year to Date
- Commercial Inspections - 342 Year to Date
- Hazlet Town Shopping Center
 - Urban Air Gym – may look into a walk through with the companies
 - Wawa Gas Station moving forward. Traffic pattern has changed in the parking lot.
 - Installing a sound barrier between the strip mall and the homes behind it. They have to move the fire hydrants about 10 feet off the walls. May need a fire watch. Will advise if that is needed.
- Town Hall- The entrance / exit will be closed in a few weeks for repairs/upgrades. Will also be closed on May 25th for an event for employees, first responders, seniors sponsored by ShopRite. A food truck will be on scene free of charge.
- Planet Fitness had another alarm activation. Possibly from vaping in the bathroom. Will follow up with them again tomorrow.
- Will follow up with Exxon on their call for an inspection. We were well within the scheduled time frame. County should have asked for the inspector, not dispatch the Fire Companies.
- Commissioner Sheldrick asked about the Columbian Restaurant on 35. They were inspected yesterday and are waiting on the health inspector from the county.

FIRST AID - Steve Schmidt

-Progress. Dinner went well.

NEW BUSINESS

Update to Accident Reporting Policy that was tabled from last meeting.

New Member Applications

None at this time

RESOLUTIONS

- a. 2023-014 Fire Police- A. Tankhiwale

A MOTION to APPROVE Resolution 2023-014, to approve to the Oath of Office of Fire Police for Ash Tankhiwale; offered by Commissioner Storcks, seconded by Commissioner JC Schroeck.

ROLL CALL VOTE:

- Commissioner Parleman -Y
- Commissioner Schroeck J C -Y
- Commissioner Schroeck J. J. -Y
- Commissioner Sheldrick -Y
- Commissioner Storcks -Y

The board has reviewed the Accident and Incident Reporting Policy, and has decided it is necessary to make a few changes:

- Page 2- Time frame for notification to a Fire Commissioner of an incident.
- Notification time frame for substance testing to liaison.
- Time frame to provide the district accident report.

A Motion to Approve Update to the Accident and Incident Reporting Policy offered by Commissioner Sheldrick, seconded by Commissioner JC Schroeck.

ROLL CALL VOTE:

Commissioner Parleman	-Y
Commissioner Schroeck J C	-Y
Commissioner Schroeck J. J.	-Y
Commissioner Sheldrick	-Y
Commissioner Storcks	-Y

AT 7:50pm the MEETING WAS OPENED TO THE PUBLIC. IN ACCORDANCE WITH THE "OPEN PUBLIC MEETINGS LAW", EACH MEMBER OF THE PUBLIC WILL BE GIVEN A MAXIMUM OF 3 MINUTES FOR PUBLIC COMMENT.

No one spoke

AT 7:51pm the public comment portion was closed.

Resolution 2023-015 Executive Session

Lawyer Melanie Appleby read off resolution #2023-015, to go into closed session to handle personnel matters and safety issues.

At 7:52pm, Chairman Parleman requested a motion for an Executive Session to handle personnel matters and safety issues. Motion offered by Commissioner Storcks, seconded by Commissioner JJ Schroeck.

VOICE VOTE: All in favor.

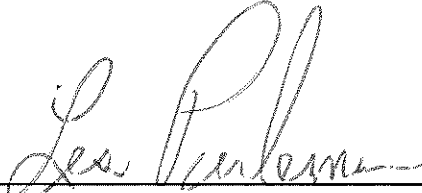
At 9:29pm, the Fire Commissioners returned to the public meeting. Chairman Parleman requested a motion to close the executive session and reopen the regular meeting. Motion offered by Commissioner Sheldrick, seconded by Commissioner JC Schroeck.

VOICE VOTE: All in favor

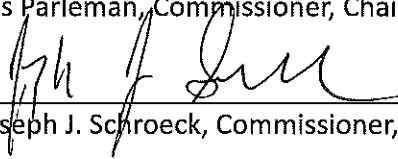
Commissioner Parleman reported there was no formal action to be taken at this time.

At 9:30 pm, a motion to close the meeting was offered by Commissioner Sheldrick, seconded by Commissioner JC Schroeck.

VOICE VOTE: All in favor



Les Parleman, Commissioner, Chairman



Joseph J. Schroeck, Commissioner, Clerk