

August 9, 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 - Absent

Commissioner Storcks - Present

Melanie Appleby- Attorney - Present

Michelle Barney, QPA - Present

Also Present:

Bill McCarron, Captain WKFC - Present (Chief E. Schmidt working)

Craig Spirko, 1st Asst. Chief - Present

Robert Steiner, 2nd Asst Chief - Present

Tom Horner, Fire Official - Present

Steve Schmidt - First Aid Chief - Present

A MOTION to approve the workshop, regular, and executive session minutes of the June 14, 2023 meetings offered by Commissioner JC Schroeck, 2nd by Commissioner JJ Schroeck

All in Favor

CORRESPONDENCE- None

OLD BUSINESS-

Commissioner Parleman read the results for the special vote held on July 24, 2023 for the purchase of a fire engine for WKFC. Final Vote was 266 Yes, 70 No, 336 total votes. All maintenance records and out of service times over the last five years were due tonight. They need to be submitted as soon as possible to start the application process for the Local Finance Board.

FINANCIAL REPORT

QPA Barney submitted the **ATTACHED FINANCIAL REPORTS** indicating account balances.

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

ROLL CALL VOTE:

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

QPA Barney 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 Storcks, seconded by Commissioner JJ Schroeck.

ROLL CALL VOTE:

Commissioner Parleman	-Yes
Commissioner Schroeck J C	-Yes
Commissioner Schroeck J. J.	-Yes
Commissioner Sheldrick	-Absent
Commissioner Storcks, M	-Yes, with abstentions from Bills 23-198 23-231, and 23-232 for bills paid to the County of Monmouth for fuel and elections.

REQUISITIONS/PURCHASE ORDERS

All requisitions should have been turned in by now.
Grant money will be coming this month, so use the grant money allotted.

CHIEFS REPORTS

WKFC Captain Bill McCarron (Chief Ed Schmidt working)

- Maintenance on Engine 380 and Engine 381 is completed. Minor issues being worked on as the mechanic was here today working on one issue. Small vehicles are due next to wrap up their year.
- Hose, ladder and pump tests were completed. Still waiting on the official results. Engine 381 again did not pass the pump test. Detroit Diesel is now involved to figure out the issues. Commissioner JJ Schroeck reiterated the OOS times for this engine so we can present it to the Local Finance Board during the application meeting. Michelle received the hose and ladder results.
- Captain McCarron asked what the absolute deadlines for the new engine. Michelle reported the application must be on their desk by September 20th. We need to mail out notifications so it needs to be in the week prior. The Local Finance Board application needs the "letter of intent" with all the vendor information within the application. Captain McCarron advised there are still vendors they want to meet with and the timeframe is super compressed.
- Commissioner Parleman asked about the boat's progress. They are dredging out the bay so that will help near the flood gates.

1st Assistant Chief Craig Spirko

- Lost a few lengths of hose during hose testing but will transfer them to pony lines
- Engine 176 and 177's vacuum hose plug lines need to be replaced, which was found during pump testing.
- Car Show held this weekend. One of the participants is a Ford mechanic and said it was a misfire in the engine. Wants to set him up as a vendor as he has 2 auto shops. He mentioned it is either a real easy fix or real bad news since it's a V-10 engine.
- Advised Commissioner Storcks he will forward the inventory list he has been asking for. He just needs to go over the list and add some items.
- Michelle asked about Cummings becoming a vendor. Fire and Safety will be contacted and will have a mechanic from Cummings come in and fix it through them.

2nd Assistant Chief Rob Steiner

- Only a few small pieces of hose lost during testing. Will have hose and nozzles in his budget for next year.
- Currently have 30 members on E-Dispatch and has room for 22 more (52 total).
- Ladder 291 will go out in October for maintenance.
- Extrication tools are in. Waiting on training (included). Will train first, then with FAS, then the rest of the district. Commissioner Storcks again asked if the tools will fit

without modifications. Chief Steiner said as of now, the tools will fit on the rescue truck without any modifications.

-Wants to do a water rescue class in September.

FIRE OFFICIAL REPORT - Thomas Horner

-CCO reports- 312 Year to Date

-Commercial Inspections - 562 Year to Date

-Shopping Center at 35/Bethany moving along, use caution.

-Urban Air will have a soft opening within next month and will host a first responder day.

-New RIMS system (state of NJ) gives options on who owes fees and we can catch up with them now.

-New inspection software is close to going online.

-Fire Prevention ordinance specifically with the fees for fire watch needs to be revamped. We need to set something up for fire watches and knox boxes. It needs to be separated. He will work on cleaning it up so it matches the current operations. The wording is outdated. The incorrect ordinance is on the Hazlet ECode program. Sections were copied and pasted, and some parts were omitted. Commissioner Storcks mentioned that we should ask for them to stop the current ordinance. Michelle stated we should continue as the ordinance will need time to work out the issues and will not be ready for a few months.

FIRST AID - Steve Schmidt

-Progress. Still has more equipment money and needs to order more equipment. Covid is still around.

NEW BUSINESS

Town is no longer contracted with First Vehicle. They have hired mechanics to do their own work. District vehicles can no longer use them for work. The district requested a shared services agreement. We are waiting to hear back from the town attorney and town administrator. Once they return an agreement, we will advise.

Email sent out to the chiefs for 2024 budget requests. The requests need to be submitted to Michelle and Commissioner JJ Schroeck by August 31st. Large item inventory lists need to be submitted along with the budget requests.

New Member Applications

Michelle mentioned 1 prospective member was given information, but did not return to continue the process.

Commissioner JJ Schroeck mentioned there was 1 additional email received and was replied to, and no return from that person.

RESOLUTIONS

- . **2023-020** Disposal of Property – Engine 39-2-79 1994 Pierce Dash Engine.
- a. **2023-022** QPA award of Contracts between \$17,500 and \$40,000.
- b. **2023-023** Resolution authorizing application to NJ Local Finance Board.

A MOTION to APPROVE Resolutions 2023-020 and 2023-022 and 2023-023 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	-Absent
Commissioner Storcks	-Yes

NOTE: Commissioner JC Schroeck mentioned about the Department of Labor’s issue with OSHA 300 submissions. The state was confused why 3 separate fire companies are submitting reports as well as the fire district, when we are picked by the state. After phone calls with the Department of Labor, we would like to sit down with the fire company Presidents or liaisons to who handles these OSHA reports. The companies are still required to keep their OSHA 300 log sheets, but the district will be the contact point submitting the state report. If they choose a single fire company, please contact the Fire District so it can be submitted through the district to avoid confusion.

Commissioner Parleman stated that Commissioner Storcks mentioned having something written on file so there is no confusion between the district and the fire companies if the issue arises in the future.

AT 8:04 PM 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 8:05pm the public comment portion was closed.

Resolution 2023-021 Executive Session

Lawyer Melanie Appleby read off resolution #2023-021, to go into closed session to handle contractual matters, personnel matters, and safety issues.

AT 8:06 pm, 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 10:11pm, the Fire Commissioners returned to the public meeting. An offer to close the executive session and re-enter the regular meeting was offered by Commissioner JJ Schroeck, seconded by Commissioner Storcks.

VOICE VOTE: All in favor

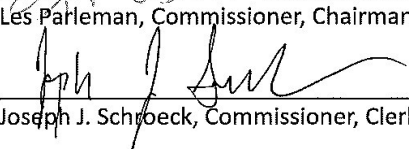
Commissioner Parleman reported there was no formal action to be taken at this time.

At 10:12 pm, a motion to close the meeting was offered by Commissioner JJ Schroeck, seconded by Commissioner JC Schroeck.

VOICE VOTE: All in favor



Les Parleman, Commissioner, Chairman



Joseph J. Schroeck, Commissioner, Clerk