

**August 9, 2023**

**Hazlet Township Town Hall  
1766 Union Avenue, 2<sup>nd</sup> Floor  
Hazlet, NJ 07730**

The **WORKSHOP MEETING** was opened by **Chairman Parleman** at **6:33PM**.  
**Chairman Parleman noted** 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 by phone.
Commissioner Storcks	- PRESENT
Melanie Appleby, Esq.	- PRESENT
Michelle Barney, QPA	- PRESENT

**1. Resolutions-**

- . **2023-020-** Authorizing the disposal of property (39-2-79, 1994 Pierce Dash).
- a. **2023-021-** Executive Session.
- b. **2023-022-** Authorizing the CPA to award contracts.  
No resolutions needed anymore for qualified QPA to award contracts between \$17,500 and \$40,000.
- c. **2023-023-** Authorizing application to Local Finance Board.  
QPA Barney has the application which is about 30 pages long. Must be submitted by September 20<sup>th</sup> for their October meeting. QPA has been researching what the Local Finance Board is asking other districts to prepare.

2. **Correspondence** – First Responders night at Jenkinson’s Boardwalk. Information was forwarded to the chiefs, commissioners and fire prevention to share.
3. **Radio Key update-** QPA updated Commissioners on the progress of the keys. Betsy from M&W kept claiming it was a supply chain issue. Motorola confirmed they received the correct order information and is processing 19 of the 21 keys as 2 of the radios listed are too old to have keys installed on them. Purchase order will be paid once those 19 keys are received. No delivery date yet. Discussion about possibly changing to a different radio vendor going forward.
4. **Local Finance Board Application-** Application must be submitted by September 20<sup>th</sup> for the October 11<sup>th</sup> Local Finance Board meeting. All maintenance records were needed by tonight; including all Out of Service times over the last 5 years must be prepared for this meeting. QPA also mentioned we need to discuss research and financing options in closed session.
5. **Capital Purchase Halmatro Tools-** Tools were received and the company is waiting on training dates which were included in the purchase. All tools were present and correct and the bill was processed for payment.
6. **Affinity Credit Union Volunteer Program-** Bank offers a volunteer program from their employees. Not sure what they can do for the district. Lawyer mentioned checking our insurance carriers as well. Mentioned that they could reach out to the fire companies as well to see if they need any work done.
7. **Township Vehicle Mechanics-** Township no longer uses First Vehicle as they have hired two mechanics as township workers. The town administrator advised QPA that the town attorney is working on a shared services agreement for the fire district to use their mechanics for some work as needed.
8. **Fire Prevention Fee increases-** Fire Prevention ordinance update. Mayor Sachs didn’t want the fee up to \$100. They agreed on \$75 for residents. First reading was done last night. Second reading and public hearing scheduled on 8/22/23.
9. **NCVFC E-Dispatch-** Chief Steiner would like to keep E-Dispatch as a back up due to issues with Chief 360. There is money but there seems to be issues and the chief is requesting to keep it in addition to the Chief360 app. This is their own account with their members on the list. At 7:08pm Chief Steiner mentioned he wants to keep it as a backup as there are delays with Chief360 as the CAD info came over at 4am when the CAD was back up from maintenance. The cost for the year is about \$1200 for up to 50 members. Commissioner Storcks asked why they needed a 3<sup>rd</sup> backup as the members still have radios, pagers, and Chief 360. Commissioner Storcks

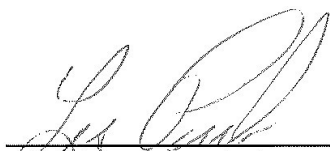
mentioned that we are paying double for notifications if we continue. Chief Steiner is asking for 1 more year until the Chief360 kinks are worked out. He can find out how many more spots are open so other township members can be added to their account. E-Dispatch would also have to add the other company's single tone. Commissioner Storcks ask why Chief360 can't separate the tone notification from the CAD information notification. Chief Steiner advised it did activate with no information, until the CAD came back on line, then the information showed. Commissioner JC Schroeck asked where the money would come from, and QPA Barney mentioned it comes out of the dispatch category account. Commissioner Storcks asked if we can see if Chief360 can separate the tone from the CAD to avoid not being notified. Commissioner Parleman advised Chief Steiner to meet with the other 2 chiefs and the 2 communication liaisons to figure out a solution. Commissioner JJ Schroeck mentioned the reason we had two (IamResponding and E-Dispatch) was because one had the tone notification and the other had the CAD information. Chief360 was supposed to merge the two of these notifications.

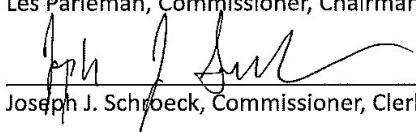
**10. Labor Reporting update-** OSHA forms being filled out by all 3 companies. Going forward per the OSHA representatives, all three companies will continue filling out the 300 logs, but the district will report the information at the end of the year when requested.

**Other Notes:**

Commissioner Sheldrick mentioned that Mike Mode was requesting Cumming be set up as a vendor to handle the recall issues that are open. Commissioner Storcks mentioned that he spoke with Chief Spirko who mentioned Fire and Safety can handle the issue with Cummings during the engine's PM. He asked Michelle to speak with Chief Spirko about setting it up and directly dealing with Cummins to handle this issue since it's just a recall fix. Michelle to follow up.

Commissioner J.J. Schroeck **MOVED THAT THE MEETING BE ADJOURNED,** Commissioner J.C. Schroeck seconded the motion. ALL VOTED IN FAVOR. The workshop meeting was adjourned at 7:22 PM.

  
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Les Parleman, Commissioner, Chairman

  
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Joseph J. Schroeck, Commissioner, Clerk