

ACTION ON COMMUNICATIONS

1. On the motion of Comm. Gannon and Second by Comm. Bagdanov, the request from George Adams was granted; the scouts were unanimously authorized to use the Olin St bay, provided the appropriate infection control precautions and adult supervision were in place.
2. The communication from the State Fire Marshal was forwarded to the fire company secretaries.

TREASURER'S REPORT

On the motion of Comm. Bagdanov and second of Comm. Gannon, the board unanimously accepted the report of the treasurer and approved the bill list.

OLD BUSINESS

The roof at Eagle Firehouse is being evaluated due to continuing leaking.

The ISO survey is underway. Requested material is being gathered for submission by the fire official.

NEW BUSINESS

1. Resolution #2020-11-01 to Authorize the transfer of 2020 Budget Appropriations

Offered by: Comm. Jarmer Second by: Comm. Bagdanov

Roll Call: yes Commissioner Robert McEwan, Chairman
 yes Commissioner Paul Bagdanov
 yes Commissioner Scott Jarmer
 Commissioner Edwin Deuchar
 yes Commissioner Matthew Gannon

2. Resolution #2020-11-02 to Authorize Advertisement for Applicants for the Position of Fire Marshal / Director of the Fire Bureau

Offered by: Comm. Jarmer Second by: Comm. Bagdanov

Roll Call: yes Commissioner Robert McEwan, Chairman
 yes Commissioner Paul Bagdanov
 yes Commissioner Scott Jarmer
 Commissioner Edwin Deuchar
 yes Commissioner Matthew Gannon

FIRE OFFICIAL AND CHIEF'S REPORT

Chief:(verbal) 242 alarms year to date; has instructed personnel to not respond to an alarm if sick; reported that the vehicle assigned to the chief has required frequent repair; joint training with Allenhurst FD is planned; is exploring forming a RIT team within OGFD; an Advanced SCBA drill is planned for 11/18/2020

Official: written report dated 11/10/2020 submitted indicating 10 inspections; noted 20 Pitman Ave is now a hotel and in the process of achieving fire safety compliance; equipment testing completed for hose and ladder; SCBA underway. The official also noted a permit was issued for a bonfire on the beach on 11/15/2020.

PUBLIC HEARING

The meeting was opened for public comment. The chairman requested the clerk check the email account for public comment. The clerk reported there was no activity in the public comment email account. Noting no requests to address the Board or otherwise offer comment, nor any activity in the email account, the chairman entertained a motion to adjourn.

ADJOURNMENT

Offered by: Comm Bagdanov

Second by: Comm. Gannon

Roll Call: yes Commissioner Robert McEwan, Chairman
 yes Commissioner Paul Bagdanov
 yes Commissioner Scott Jarmer
 Commissioner Edwin Deuchar
 yes Commissioner Matthew Gannon

**OCEAN GROVE BOARD OF FIRE COMMISSIONERS
MONTHLY BUDGET STATEMENT - AS OF NOVEMBER 30, 2020**

(with transfers included in budget totals)

<u>REVENUES</u>	<u>2020 BUDGET</u>	<u>REALIZED</u>	<u>UNREALIZED</u>
SURPLUS	\$122,000.00	\$122,000.00	\$0.00
STATE FEES	\$10,000.00	\$9,088.95	\$911.05
LOCAL FEES	\$15,000.00	\$0.00	\$15,000.00
STATE FIRE GRANT	\$6,251.00	\$0.00	\$6,251.00
INTEREST EARNED	\$3,000.00	\$702.29	\$2,297.71
AMOUNT RAISED BY TAX	\$788,068.00	\$655,539.46	\$132,528.54
TOTAL REVENUES	\$944,319.00	\$787,330.70	\$156,988.30
UNANTICIPATED REVENUES			

<u>APPROPRIATIONS</u>	<u>2020 BUDGET</u>	<u>REALIZED</u>	<u>UNREALIZED</u>
COMMISSIONERS Salary/Benefits	\$61,600.00	\$44,501.57	\$17,098.43
SALARIES	\$297,110.00	\$192,636.62	\$104,473.38
Administration	\$32,420.00	\$25,350.00	\$7,070.00
Operations	\$239,690.00	\$142,286.62	\$97,403.38
Uniform Fire Safety	\$25,000.00	\$25,000.00	\$0.00
BENEFITS	\$69,849.00	\$64,616.75	\$5,232.25
Administration	\$6,204.00	\$5,370.55	\$833.45
Operations	\$63,645.00	\$59,246.20	\$4,398.80
HYDRANT RENTAL	\$39,000.00	\$27,197.50	\$11,802.50
INSURANCE	\$65,000.00	\$63,418.00	\$1,582.00
PROFESSIONAL SERVICES	\$33,000.00	\$19,815.00	\$13,185.00
ADVERTISING	\$1,500.00	\$273.23	\$1,226.77
ELECTION	\$1,600.00	\$1,567.21	\$32.79
DUES & EDUCATION	\$6,000.00	\$1,950.50	\$4,049.50
SUPPLIES	\$122,900.00	\$42,212.09	\$80,687.91
UTILITIES	\$30,000.00	\$20,926.41	\$9,073.59
OFFICE SUPPLIES	\$7,000.00	\$2,279.26	\$4,720.74
MAINTENANCE & REPAIRS	\$105,000.00	\$68,293.00	\$36,707.00
TRAINING	\$12,000.00	\$5,106.79	\$6,893.21
COMMUNICATIONS	\$22,000.00	\$9,015.67	\$12,984.33
UNIFORM FIRE - OTHER EXP.	\$24,000.00	\$15,857.33	\$8,142.67
DEBT SERVICE	\$46,760.00	\$46,760.00	\$0.00
TOTAL APPROPRIATIONS	\$944,319.00	\$626,426.93	\$317,892.07

2019 APPROPRIATION RESERVES	\$200,165.76	\$87,956.21	\$112,209.55
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CASH ON HAND

PNC MONEY MARKET	\$341,802.47
CENTRAL JERSEY CHECKING	\$199,610.11
TOTAL	\$541,412.58

GENERAL FUND	\$477,090.58
CAPITAL RESERVE FUND	\$64,322.00

RESOLUTION #2020-11-1

AUTHORIZE THE TRANSFER OF 2020 BUDGET APPROPRIATIONS

WHEREAS, N.J.S.A. 40:14, et. seq. permits the transfer of current year budget appropriations during the last two months of the current fiscal year; and,

WHEREAS, the Financial Officer recommends the following budget appropriation transfers:

FROM:

Supplies	\$ 27,100.00
Insurance	\$ 15,000.00

TO:

Salaries – Storm/Fire Duty	\$ 30,000.00
Salaries – Fireman Overtime	\$ 9,000.00
Uniform Fire – Other Exp.	\$ 3,000.00
Election	\$ 100.00

THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners of Neptune Township Fire District #2 hereby authorizes the transfer of 2020 budget appropriations as described herein.

RESOLUTION #2020-11-2

AUTHORIZE ADVERTISEMENT FOR APPLICANTS
FOR THE POSITION OF FIRE MARSHAL/DIRECTOR OF FIRE BUREAU

WHEREAS, the incumbent Fire Marshal and Director of the Fire Bureau has determined to retire; and,

WHEREAS, the Board of Commissioners is desirous of an efficient transition to ensure the continued operation of the Bureau and fulfillment of the duties of the Fire Marshal:

THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners of Neptune Township Fire District #2 hereby authorizes the advertisement for applicants to submit letters of interest qualifications responsive to the job description appended to this Resolution.

Offered by

Second by

Vote:

Commissioner Bagdanov
Commissioner Deuchar
Commissioner Gannon
Commissioner Jarmer
Commissioner McEwan

Job Description

Fire Marshal / Director of Fire Bureau

Neptune Twp. Fire District #2

Responsibilities

- Issue permits and collect fees, conduct fire inspections of commercial businesses, multiple dwellings and Life Hazard Use structures, and submit required information in accordance with the NJ Uniform Fire Code
- Escalate violations to local, county or state fire officials as needed
- Review and inspect vendors at outdoor events as needed
- Maintain good working relationships with local, county and state agencies as needed
- Represent the Fire District at Neptune Twp and Monmouth County Emergency Management meetings as needed
- Perform courtesy residential inspections as requested
- Gather OGFD Call Reports and submit NFIRS reports to NJ State Division of Fire Safety
- Assist in Fire investigations in conjunction with local, county & state law enforcement and fire officials
- Maintain OGFD apparatus to ensure they are mechanically sound & able to respond to calls
- Schedule appropriate testing for the apparatus and equipment & maintain required documentation
- Acquire and maintain fire equipment and appliances to ensure they are in good working order
- Supervise clerical and janitorial staff as directed by the Board of Fire Commissioners
- Attend scheduled Board of Fire Commissioner meetings and submit written reports at least 3 days prior to the meetings
- Maintain required certifications and attend training as needed
- Act as the primary contact person for Fire Bureau business. Maintain a professional appearance and demeanor at all times when dealing with the public
- Speak at local Fire Prevention opportunities as requested and approved by the Board of Fire Commissioners
- Respond to OGFD fire calls depending on availability
- Interact with the Fire District's Financial Officer for attendance and benefits issues
- Other duties as assigned by the Board of Fire Commissioners

Qualifications

- Current NJ Fire Investigator (preferred) or NJ Fire Official certification
- Fire Incident Command Level #1 Certification
- Knowledge of Ocean Grove Fire District & community
- Computer literate & easily able to complete and submit NJ Division of Fire Safety required online reports
- Ability to work evenings and weekends when required for inspections and events
- Positive / professional attitude focused on Community Service

OCEAN GROVE BUREAU OF FIRE PREVENTION

50 OLIN STREET
OCEAN GROVE, NJ 07756
732-774-0306

Ronald Cole, Fire Official

Scott Liddick, Fire Inspector

Fire Official Report

November 10, 2020

Oct/Nov

Albatross	Cert Pending	Reinspection Cert Issued
Ocean Plaza	Cert Pending	
OceanView	Cert Pending	
Grove Hall	Cert Issued	
Auditorium	Cert Issued	
Youth Temple	Cert Issued	
Thornley Chapel	Cert Issued	
Tabernacle	Cert Issued	
OG Camp Meeting	Cert Issued	
Community Room	Cert Issued	

Hose testing completed – Not enough reserve hose was available so new hose was purchased

Ladder testing was completed – minor repairs in progress

Air Pack testing completed at Fire HQ and testing is underway at Eagles. It should be completed on 11/16/2020

10 Businesses Inspected Certs Issued

20 Pitman Ave Reinspection Cert Issued. New violations issued with \$500 fine. The issue is being addressed registering as LHU. Sprinkler plans submitted to construction office as well.

All billing is now computerized and updated through ESP Program