

OCEAN GROVE BOARD OF FIRE COMMISSIONERS

MINUTES

JULY 8, 2021

OPENING

The meeting called to order at 7:30 pm at the conclusion of the workshop meeting, and began with a flag salute.

The clerk announced the meeting is held in compliance with the provisions of Chapter 231, New Jersey Public Laws of 1975, "Open Public Meetings", having been published in The Coaster newspaper.

Roll Call:	present	Commissioner Robert McEwan, Chairman
	absent	Commissioner Paul Bagdanov
	present	Commissioner Scott Jarmer
	present	Commissioner Lori Moses-Day
	absent	Commissioner Matthew Gannon

MINUTES of LAST MEETING (June 10, 2021)

The minutes of the June 10, 2021 meeting were unanimously approved following the motion of Comm. Jarmer and second of Comm. Moses-Day

COMMUNICATIONS

- Washington letter regarding hose reel removal
- Financial Officer impending retirement

ACTION ON COMMUNICATIONS

1. The Board unanimously approved the quote from F.I.S. with regard to reel removal and bed installation on 54-3-75 with the cost saving assistance volunteered by several department members following the motion of Comm. Jarmer and second of Comm. Moses-Day.
2. With deep regret the Board accepted the notice of intent to retire in February 2022 proffered by financial officer Rick Cuttrell following the motion of Comm. Moses-Day and second of Comm. Jarmer

INVESTITURE

The Board acknowledged the application of Clyford Cenat, E.H. Stokes, Fire Company, and appointed the applicant to membership in the department. Mr. Cenat was not present at the meeting due to work commitments and will be sworn in by the clerk within the next few days. Unanimously approved following

the motion of Comm. Jarmer and second of Comm. Moses-Day.

TREASURER’S REPORT

The bill list was unanimously approved and the report of the treasurer received following the motion of Comm. Jarmer and second of Comm. Moses-Day.

OLD BUSINESS

Eagle firehouse sign is in progress.
Painting at Eagle has been completed.
Olin St. kitchen ceiling repair is expected to commence on July 9, 2021.
Stokes bathroom quotes have not been received.

NEW BUSINESS

2021-07-01

The fire official is directed to initiate the change to dispatch on the county frequency and arrange training for communication with dispatch and use of the LAN.

Offered by: Comm. Jarmer Second by: Comm. Moses-Day

Roll Call:	Yes	Commissioner Robert McEwan, Chairman
	Absent	Commissioner Paul Bagdanov
	Yes	Commissioner Scott Jarmer
	Yes	Commissioner Lori Moses-Day
	Absent	Commissioner Matthew Gannon

2021-07-02

The van shall be available for daily commuting to and from fire academy training at the Toms River Fire Academy until completion of the current academy session.

Offered by: Comm. Moses-Day Second by: Comm. Jarmer

Roll Call:	Yes	Commissioner Robert McEwan, Chairman
	Absent	Commissioner Paul Bagdanov
	Yes	Commissioner Scott Jarmer
	Yes	Commissioner Lori Moses-Day
	Absent	Commissioner Matthew Gannon

FIRE OFFICIAL AND CHIEF'S REPORT

Chief: reported 91 year to date alarms; confirmed that he may arrange a meal to be provided by a local restaurant in gratitude to the APFD tour that responded to the Lawrence Avenue fire; expressed appreciation for the Board providing the van for transportation to the Toms River Fire Academy.

Official: see attached

Clerk: Fit testing in progress, July 15 open SCBA fit testing evening at OEM.

PUBLIC HEARING

Concern was expressed regarding the condition of yellow zone demarcation at fire hydrants, and that no striping marks the hydrant at Franklin and Central Ave. The chairman directed the Clerk to send a letter to DPW.

Concern was expressed over potential abuse of parking areas near the firehouses, and non-members or inactive members utilizing the courtesy space rendering same unavailable to responding firefighters. The chairman suggested those present at the meeting take the issue back to the company members to address with their inactive members and non-active family members that may be causing the concern.

Following sufficient time for further concerns to be raised, and hearing none, the Chairman directed the Clerk to advertise a workshop to begin 1 hour before the August meeting and entertained a motion for adjournment.

Offered by: Comm Jarmer

Second by: Comm Moses-Day

Unanimously affirmed



Clerk District 54 <clerk.district54@gmail.com>

Retirement

Rick Cuttrell <rcuttrell@neptunetownship.org>
To: Bob McEwan <mcewanrs98@gmail.com>
Cc: Clerk District 54 <clerk.district54@gmail.com>

Wed, Jun 16, 2021 at 12:53 PM

Bob,

I am writing to inform you that I will be retiring as Financial Officer to the Ocean Grove Fire District effective February 1, 2022. I specifically chose this date so that I can prepare the 2022 District budget as well as prepare and submit all necessary 2021 financial records for the annual audit in January.

My decision to retire is based on the state requirement that an individual holding multiple jobs in the pension system must retire from all positions. I have informed the Neptune Township Committee that I will be retiring as Municipal Clerk on the same date.

I was appointed Financial Officer in August, 1992 and have thoroughly enjoyed working with all of the Commissioners over the past 29 years. The Ocean Grove Fire Department will always be a special part of my life. It was a privilege to serve the District as its Financial Officer and I thank you for the opportunity to do so.

I am more than willing to assist the Board, and ultimately the new Financial Officer, in the transition.

All the best

Rick Cuttrell

BILL LIST - JULY 2021

CHECK	PAYEE	DESCRIPTION	AMOUNT
5308	Scott Liddick	Payroll	\$1,214.96
5309	Scott Liddick	Payroll	\$1,206.06
5310	Richard J. Cuttrel	Payroll	\$908.00
5311	David Shotwell, Jr.	Payroll	\$705.38
5312	Scott Liddick	Payroll	\$157.01
5313	Eagle Hook & Ladder Co.	Building maintenance	\$800.00
5314	Washington Fire Co.	Building maintenance	\$800.00
5315	Stokes Fire Co.	Building maintenance	\$800.00
5316	JCP&L	Electric	\$770.19
5317	NJAWC	Hydrants/water	
5318	NJNG	Natural gas	\$267.61
5319	Verizon	Phones	
5320	Optimum	Internet/phone	\$455.87
5321	The Equitable	Payroll - Deferred Comp	\$100.00
5322	NJFSPC	Payroll	\$433.33
5323	NJFSPC	Payroll	\$450.87
5324	Seaboard Fire & Safety	Fire extinguishers	\$421.00
5325	Township of Neptune	Gas/vehicle repairs/insurance	\$15,008.26
5326	All Hands Fire Equipment	Accountability tags	\$59.94
5327	TJ's Pizzeria	Refreshments Dept Drill	\$122.00
5328	Prudential Retirement	Pension Payments	\$95.27
5329	Home Depot	Building supplies	\$188.25
5330	Sprint	Cell phone charges	\$200.35
5331	Toms River Bd.of Fire Commissioners	Firefighter I class for two FF	\$2,000.00
5332	State Treasurer	QPA recertification fee	\$35.00
5333	New Jersey Fire Equipment Co.	Turnout gear	\$2,983.11
5334	NFPA	Fire Bureau publication	\$113.00
5335	Cross Over Networks	IT monthly payment	\$214.00
5336	The Coaster	Legal ad	\$41.04
5337	Ocean Grove Hardware	Building maintenance	\$8.28
5338	Joseph J. Ryan	Reimbursement for training	\$175.00
5339	OGBFC Unemployment Trust	2nd quarter payroll	\$73.36
5340	Meridian Occupational Health	OSHA questionnaires	\$525.00
Dir. Debit	State of NJ - NJ927	2nd quarter payroll	\$1,277.51
Dir. Debit	Internal Revenue Service	Payroll taxes	\$2,134.54
Dir. Debit	NJSHBP	Health Benefits	\$6,540.09
Dir. Debit	PERS/PERS Life Ins.	Pension Payments	\$971.70
	BILL LIST		\$42,255.78

**OCEAN GROVE BOARD OF FIRE COMMISSIONERS
MONTHLY BUDGET STATEMENT - AS OF JUNE 30, 2021**

<u>REVENUES</u>	<u>2021 BUDGET</u>	<u>REALIZED</u>	<u>UNREALIZED</u>
SURPLUS	\$156,000.00	\$156,000.00	\$0.00
STATE FEES	\$10,000.00	\$2,915.25	\$7,084.75
LOCAL FEES	\$15,000.00	\$0.00	\$15,000.00
STATE FIRE GRANT	\$6,251.00	\$0.00	\$6,251.00
INTEREST EARNED	\$100.00	\$28.19	\$71.81
AMOUNT RAISED BY TAX	\$764,269.00	\$389,860.10	\$374,408.90
TOTAL REVENUES	\$951,620.00	\$548,803.54	\$402,816.46
UNANTICIPATED REVENUES		\$900.00	
<u>APPROPRIATIONS</u>	<u>2021 BUDGET</u>	<u>REALIZED</u>	<u>UNREALIZED</u>
COMMISSIONERS Salary/Benefits	\$61,400.00	\$27,597.43	\$33,802.57
SALARIES	\$227,440.00	\$116,968.26	\$110,471.74
Administration	\$31,340.00	\$15,783.97	\$15,556.03
Operations	\$171,100.00	\$76,184.29	\$94,915.71
Uniform Fire Safety	\$25,000.00	\$25,000.00	\$0.00
BENEFITS	\$107,620.00	\$68,709.55	\$38,910.45
Administration	\$6,436.00	\$4,305.90	\$2,130.10
Operations	\$101,184.00	\$64,403.65	\$36,780.35
HYDRANT RENTAL	\$39,000.00	\$15,945.60	\$23,054.40
INSURANCE	\$80,000.00	\$28,693.00	\$51,307.00
PROFESSIONAL SERVICES	\$33,000.00	\$525.00	\$32,475.00
ADVERTISING	\$1,500.00	\$108.39	\$1,391.61
ELECTION	\$2,500.00	\$1,294.70	\$1,205.30
DUES & EDUCATION	\$6,000.00	\$966.00	\$5,034.00
SUPPLIES	\$150,000.00	\$16,930.18	\$133,069.82
UTILITIES	\$30,000.00	\$13,067.07	\$16,932.93
OFFICE SUPPLIES	\$7,000.00	\$2,882.76	\$4,117.24
MAINTENANCE & REPAIRS	\$105,000.00	\$52,487.82	\$52,512.18
TRAINING	\$12,000.00	\$439.00	\$11,561.00
COMMUNICATIONS	\$22,000.00	\$5,247.65	\$16,752.35
UNIFORM FIRE - OTHER EXP.	\$21,000.00	\$4,365.12	\$16,634.88
DEBT SERVICE	\$46,160.00	\$2,580.00	\$43,580.00
TOTAL APPROPRIATIONS	\$951,620.00	\$358,807.53	\$592,812.47
2020 APPROPRIATION RESERVES	\$228,258.88	\$33,441.80	\$194,817.08
<u>CASH ON HAND</u>			
PNC MONEY MARKET	\$341,847.75		
CENTRAL JERSEY CHECKING	\$269,223.93		
TOTAL	\$611,071.68		
		\$546,749.68	
GENERAL FUND		\$64,322.00	
CAPITAL RESERVE FUND			

OCEAN GROVE BUREAU OF FIRE PREVENTION

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

Fire Marshal Scott Liddick

July 7, 2021

- As of July 7, 2021, 34 inspections are scheduled and 3 re inspections to take place for the month of June. Feb 1, 2021 to present 110 periodic, 26 re-inspections, 2 complaints, 1 follow up to complaint, 1 Fire Investigation, and 25 permits inspections have been completed.
- Still in process of collecting all the hazardous waste products such as old paint, aerosols, oils, etc... and taking them to Monmouth County Haz Waste.
- Work has started on 54-3-76 to replace the radiator. Turns out it was worse than originally thought. They have found a guy to replace it at an estimate 3600\$. Also, while removing the outer cover to the engine, they came across more issue with the air intake to the engine.
- There will be a few events going on this month. July 16,17, & 30th there will be a bonfire on the Beach, Firefighter M. Mitchell will be lighting and securing the fires. July 17th will be Praisefest hosted by the OGCMA and vendors will be on hand as well
- Eagle meeting room, where the leak came through, was painted.
- The kitchen will most likely start this Sat (July 10th), if not Monday (July 12th) for the ceiling replacement
- Received 3 quotes to remove the reels from 54-3-75. See attached letter from Washington Fire Co.
- The wiring for the outside cameras was run and the cameras themselves should be installed sometime soon.
- The Chief's truck is back in for Service at Seacoast Chevy

Washington Fire Company No. 1

50 Olin St

Ocean Grove, NJ 07756



To Board of Fire Commissioners,

The Washington Fire company would like the opportunity to remove the reels and motor to save on the cost of this project. Mr Liddick has spoken to Vito Gadaleta, Dave Milmoie (head of DPW), and Albi Fritz Jr (DPW employee) for permission to use the township yard as a place to do the work and the equipment to remove the reels. Me Albi Fritz Jr has volunteered his time on a Sat to operate the equipment for us for liability issues. Mr Liddick has also spoken to our truck maintenance company and said that it will save on the cost for the removal by almost \$6000 or more. A date for this project has not been set until it is brought before the Board for consideration. And just to add that if approved, the work to remove the reels will not start until the work has been completed on Engine 54-3-76.

Respectfully Submitted,

Washington Secretary