

Commercial Township Fire Commissioners
District #1
Minutes of January 21, 2014 Meeting

NO MEETING DUE TO INCLEMENT WEATHER

Commercial Township Fire Commissioners
District #1
Minutes of February 18, 2014 Meeting

MEETING OPENED 1930 HOURS

This meeting is convened in accordance with the provisions of the New Jersey Open Public Meeting Act. Let the official minutes reflect that adequate notice of this meeting was published 48 hours in advance of the meeting in "The News" of Cumberland County

Commissioners Present:

Chairman Christy Rhubart
Secretary Gary Hollinger
Commissioner Bob Hyson
Commissioner Elect John Hoffman

Fire Company Members Present:

PNFC President Dean Berry

*MINUTES FROM THE PREVIOUS MEETING WERE APPROVED WITH NO
CORRECTIONS*

Old Business:

All gear ordered from MES has been received and placed into service.

Snow Plow has been installed and placed into service on U1107 by HA De Hart

Box trailer ordered from Cross roads trailers has been received but not placed into service as of yet.

The Flir K50 TIC has been received from Jersey Fire/Safety and placed into service on E1103

The trailer for Marine 11 was not serviced due to inclement weather and the boat needing to be pulled out of the water

Commissioners Rodgers and Hollinger purchased the needed office supplies from staples

A lawn mower and weed whacker was purchased from Tep's power equipment
The exit light above the exit doors in the kitchen has not been installed as of yet.

New Business:

G.Hollinger reported a total of 20 voters turned out of the Commissioner election. The 2014 budget passed with 20 yes votes and 0 no votes. Robert Hyson [16 votes] and John Hoffman [19 votes] were elected to the two open positions on the board.

John Hoffman submitted a quote to have new signage and repainting of an existing sign from C&S Signs. After discussing the topic the Board voted to table the topic until the next meeting.

D.Berry reported that George Griner cleaned and serviced the stoves and ovens. Mr. Griner is also going to provide contact information for a company that will clean the kitchen hood system.

G.Hollinger reported on several maintenance issues with Tower 11 that need to be address. He also reported that he is in contact with Mr. Dark about using funds from the reserve to pay for the repairs.

Treasurer Report:

Treasurer Mike Rodgers and Chairman Rhubart [Compliance Commissioner] reviewed all bills, purchase orders and checks for the month and submitted a bill list which was read aloud for all present.

After the bill list was read all Commissioners present voted in favor of paying the bill list submitted.

No further business meeting was adjourned at 2004

**Commercial Township Fire Commissioners
District #1
Minutes of March 18, 2014 Meeting**

MEETING OPENED 1930 HOURS

This meeting is convened in accordance with the provisions of the New Jersey Open Public Meeting Act. Let the official minutes reflect that adequate notice of this meeting was published 48 hours in advance of the meeting in "The News" of Cumberland County

Commissioners Present:

Chairman John Hoffman
Vice Chairman Christy Rhubart
Treasurer Mike Rodgers
Secretary Gary Hollinger
Commissioner Bob Hyson

Fire Company Members Present:

PNFC Chief Bill Rhubart
PNFC President Dean Berry

REORGANIZATION

Chairman John Hoffman
Vice Chairman Christy Rhubart
Treasurer Mike Rodgers
Secretary Gary Hollinger
Commissioner Bob Hyson

APPROVED RESOLUTIONS

#2014-1 = Set meeting dates / times
#2014-2 = Newspapers for publications
#2014-3 = Approved Banks

- #2014-4 = Contract with the Port Norris Fire Co.
- #2014-5 = BOFC Cash Management Plan
- #2014-6 = Appointment of Ed Duffy as solicitor
- #2014-7 = BOFC Cash receipts procedures
- #2014-8 = Bank signature card
- #2014-9 = Appointment of Nighlinger, Colavita & Volpa as Auditor

MINUTES FROM THE PREVIOUS MEETING WERE APPROVED WITH NO CORRECTIONS

Old Business:

All Commissioners discussed the needed repairs to Tower 11 and what company to complete the repairs. Chairman Hoffman made a motion to have Campbell Supply go over the unit and come up with a list of deficiencies and a price to fix each item. Motion was seconded by Vice Chairman Rhubarb with all Commissioners in favor. Secretary Hollinger will call Campbell Supply to schedule the service.

All Commissioners discussed the quote submitted last month from C&S signs to have new truck signage and repainting of existing signs completed. All agreed to table purchasing new truck signage until repairs to the stucco on the front of the fire hall are complete. Chairman Hoffman made a motion to accept the price of \$485 to repaint and reinstall the single faced sign and \$290 to sand and repaint the post and bell on the west side of the fire hall. Motion seconded by Treasurer Rodgers with all Commissioners in favor. Chairman Hoffman will contact C&S signs to schedule the work.

Secretary Hollinger reported that installation of equipment has been completed on Utility 1107 and all paperwork for the OEM radio grant has been submitted to the township for payment.

New Business:

Secretary Hollinger requested permission to seek out prices for Jackets to be used during response to EMS incidents. All Commissioners voted in favor of obtaining prices and reporting back.

Chairman Hoffman made a motion to contact MES fire equipment to purchase new fire gear for Mike Rodgers and Matt Hoffman. Motion was seconded by Vice Chairman Rhubarb all Commissioners voted in favor of the motion. Secretary Hollinger will contact

B. Bates from MES to come down for gear fitting.

Secretary Hollinger made a motion to have Marine 11 serviced by SJ Boat works prior to being placed back in service. Motion was seconded by Chairman Hoffman and all Commissioners voted in favor of the motion. Secretary Hollinger will have the unit taken to SJ Boat works for service.

Treasurer Report:

Treasurer Mike Rodgers and Vice Chairman Rhubarb [Compliance Commissioner] reviewed all bills, purchase orders and checks for the month and submitted a bill list which was read aloud for all present.

After the bill list was read all Commissioners voted in favor
Of paying all submitted bills.

No further business meeting was adjourned at 2100

Commercial Township Fire Commissioners District #1 Minutes of April 15, 2014 Meeting

MEETING OPENED 1930 HOURS

This meeting is convened in accordance with the provisions of the New Jersey Open Public Meeting Act. Let the official minutes reflect that adequate notice of this meeting was published 48 hours in advance of the meeting in "The News" of Cumberland County

Commissioners Present:

Chairman John Hoffman
Vice Chairman Christy Rhubarb
Treasurer Mike Rodgers
Secretary Gary Hollinger
Commissioner Bob Hyson

Fire Company Members Present:

PNFC President Dean Berry

Motion to approved minutes from previous meeting with no corrections by Treasurer Rodgers and Seconded by Commissioner Hyson, All voted in favor.

Old Business:

Tower 11 has not been scheduled for service as of yet due to this month's training. Secretary Hollinger will contact Campbell supply to have the Tower picked up after April 22nd.

Chairman Hoffman contacted C&S signs to complete the work discussed at the last meeting no date has been set for the work to start

Secretary Hollinger reported no progress on getting the boat to SJ Boat works, new gear for Mike and Matt or new EMS jackets.

New Business:

After discussing quotes from Catlette Masonry in ref to fixing the stucco on the front of the building, adding new stucco to the sides of the building and replacing the apron and curbing in the front of the building Chairman Hoffman made a motion that we accept the quote for fixing the stucco on the front of the building, motion was seconded by Commissioner Hyson, All voted in favor of the motion.

A discussion was held in ref to getting Tower 11 refurbished however no action was taken.

Treasurer Report:

Treasurer Mike Rodgers and Vice Chairman Rhubarb [Compliance Commissioner] reviewed all bills, purchase orders and checks for the month and submitted a bill list which was read aloud for all present.

After the bill list was read all Commissioners voted in favor

Of paying all submitted bills.

No further business meeting was adjourned at 2111

**Commercial Township Fire Commissioners
District #1
Minutes of May 20, 2014 Meeting**

MEETING OPENED 1930 HOURS

This meeting is convened in accordance with the provisions of the New Jersey Open Public Meeting Act. Let the official minutes reflect that adequate notice of this meeting was published 48 hours in advance of the meeting in "The News" of Cumberland County

Commissioners Present:

Chairman John Hoffman
Vice Chairman Christy Rhubart
Treasurer Mike Rodgers
Secretary Gary Hollinger
Commissioner Bob Hyson

Fire Company Members Present:

PNFC Captain Tom Rhubart

Motion to approved minutes from previous meeting with no corrections by Treasurer Rodgers and Seconded by Commissioner Hyson, All voted in favor.

Old Business:

Secretary Hollinger read aloud a quote totaling \$35,686 for repairs to Tower 11. No decision was made on accepting/rejecting the quote.

Chairman Hoffman reported C&S signs has completed all work to the bell and sign on the west side of the fire hall.

Secretary Hollinger reported a problem with the trailer for Marine 11 and that the unit cannot be taken for service until the trailer is fixed.

New gear for Mike and Matt has been ordered through MES. State contact #A80948

Bill Bates demo EMS jackets to all members of the board for consideration.

Chairman Hoffman reported that he contacted Catlett Masonry to perform the work previously discussed but has not received a start date as of yet.

New Business:

Commissioner Hyson reported that he will not be able to attend the June commissioner meeting due to surgery.

Treasurer Report:

Treasurer Mike Rodgers and Vice Chairman Rhubarb [Compliance Commissioner] reviewed all bills, purchase orders and checks for the month and submitted a bill list which was read aloud for all present.

After the bill list was read all Commissioners voted in favor
Of paying all submitted bills.

No further business meeting was adjourned at 2140

**NO MEETINGS HELD
IN JUNE, JULY OR
AUGUST OF 2014**

**Commercial Township Fire Commissioners
District #1
Minutes of September 16, 2014 Meeting**

MEETING OPENED 1930 HOURS

This meeting is convened in accordance with the provisions of the New Jersey Open Public Meeting Act. Let the official minutes reflect that adequate notice of this meeting was published 48 hours in advance of the meeting in "The News" of Cumberland County

Commissioners Present:

Vice Chairman Christy Rhubart
Treasurer Mike Rodgers
Secretary Gary Hollinger
Commissioner Bob Hyson

Fire Company Members Present:

PNFC Captain Tom Rhubart

Motion to approved minutes from previous meeting with no corrections by Treasurer Rodgers and Seconded by Commissioner Hyson, All voted in favor.

Old Business:

Secretary Hollinger reported no new info on Marine 11

He also reported that Tower 11 will be picked up on Monday 9/22/14

Hollinger requested that we purchase 11 of the EMS Jackets that were previously approved. Hollinger will contact Bates for sizing.

New Business:

Secretary Hollinger made a motion to purchase 3 sets of gear and one pair of leather boots. Motion 2nd by V.C. Rhubart. All in favor. Gary will contact Bates for sizing

Secretary Hollinger made a motion for the Commissioners to pay for and provide cell phones to each member of the Board of Fire Commissioners. After discussing the topic all present decided to table the topic for one month due to concerns of cancellation fees.

A discussion was held in ref to end of year purchases. We discussed adding camera's to the fire hall, and push button locks at the old fire hall.

Treasurer Report:

Treasurer Mike Rodgers and Vice Chairman Rhubart [Compliance Commissioner] reviewed all bills, purchase orders and checks for the month and submitted a bill list which was read aloud for all present.

After the bill list was read all Commissioners voted in favor
Of paying all submitted bills.

No further business meeting was adjourned at 2015

**Commercial Township Fire Commissioners
District #1
Minutes of October 21, 2014 Meeting**

MEETING OPENED 1930 HOURS

This meeting is convened in accordance with the provisions of the New Jersey Open Public Meeting Act. Let the official minutes reflect that adequate notice of this meeting was published 48 hours in advance of the meeting in "The News" of Cumberland County

Commissioners Present:

Chairman John Hoffman
Vice Chairman Christy Rhubart
Treasurer Mike Rodgers
Secretary Gary Hollinger
Commissioner Bob Hyson

Fire Company Members Present:

Chief Bill Rhubart
Captain Tom Rhubart
Safety Officer Dean Berry
Firefighter Tangi Errickson
Firefighter Brian Errickson
Firefighter Larry Coffman Jr.

Motion to approved minutes from previous meeting with no corrections by Treasurer Rodgers and Seconded by Commissioner Hyson, All voted in favor.

Old Business:

Secretary Hollinger reported no new info on Marine 11

He also reported that Tower 11 repairs are underway no time table as to when then repairs will be complete

Hollinger reported that the EMS jackets, gear and boots have all been ordered under state contract with MES Fire Equipment

New Business:

A Capital Meeting was held on 10-21-14 to vote on approval to spend up to \$50,000 on repairs and maintenance to the fire hall. This Capital project was approved by a vote of 10 yes votes and 0 no votes

Safety Officer Berry questioned if any fire pager repairs have been made as of yet. Secretary Hollinger stated he has not contacted the company to make the repairs as of yet.

After discussing termination fees for personal cell phone accounts Chairman Hoffman made a motion for the Board to provide cell phones to each member to allow them to better stay in contact with the business of the board. Motion was seconded by Hyson with all voting in favor of the motion. Secretary Hollinger will contact Verizon

Treasurer Report:

Treasurer Mike Rodgers and Vice Chairman Rhubarb [Compliance Commissioner] reviewed all bills, purchase orders and checks for the month and submitted a bill list which was read aloud for all present.

After the bill list was read all Commissioners voted in favor
Of paying all submitted bills.

No further business meeting was adjourned at 2120

**Commercial Township Fire Commissioners
District #1
Minutes of November 18, 2014 Meeting**

MEETING OPENED 1930 HOURS

This meeting is convened in accordance with the provisions of the New Jersey Open Public Meeting Act. Let the official minutes reflect that adequate notice of this meeting was published 48 hours in advance of the meeting in "The News" of Cumberland County

Commissioners Present:

Chairman John Hoffman
Vice Chairman Christy Rhubart
Treasurer Mike Rodgers
Secretary Gary Hollinger
Commissioner Bob Hyson

Fire Company Members Present:

Chief Bill Rhubart
Captain Tom Rhubart

Motion to approved minutes from previous meeting with no corrections by Treasurer Rodgers and Seconded by Commissioner Hyson, All voted in favor.

Old Business:

Secretary Hollinger reported the repairs to Marine 11 complete and is ready to be picked up

He also reported that Tower 11 repairs are underway no time table as to when then repairs will be complete

3 fire pagers have been sent to tekk comm for repair

All new cell phones have been ordered through Verizon but have not been rec as of yet

New Business:

Secretary Hollinger read aloud resolution 2014-10 a resolution to amend the LOSAP program. After discussing the resolution all Commissioners voted in favor of adopting

the resolution.

The following end of year purchases were approved by all commissioners present:

Electrical work to E1103 and U1107
Various items from Home Depot
I pad and mounting bracket
Carabineers and webbing for all interior firefighters

Treasurer Report:

Treasurer Mike Rodgers and Vice Chairman Rhubart [Compliance Commissioner] reviewed all bills, purchase orders and checks for the month and submitted a bill list which was read aloud for all present.

After the bill list was read all Commissioners voted in favor
Of paying all submitted bills.

No further business meeting was adjourned at 2047

**Commercial Township Fire Commissioners
District #1
Minutes of December 16, 2014 Meeting**

MEETING OPENED 1930 HOURS

This meeting is convened in accordance with the provisions of the New Jersey Open Public Meeting Act. Let the official minutes reflect that adequate notice of this meeting was published 48 hours in advance of the meeting in "The News" of Cumberland County

Commissioners Present:

Vice Chairman Christy Rhubart
Treasurer Mike Rodgers
Secretary Gary Hollinger
Commissioner Bob Hyson

Fire Company Members Present:

Safety Officer Dean Berry

Motion to approved minutes from previous meeting with no corrections by Treasurer

Rodgers and Seconded by Commissioner Hyson, All voted in favor.

Old Business:

Secretary Hollinger reported Marine 11 has been picked up and placed in storage for the winter months

He also reported that Tower 11 repairs are still underway with no time table as to when then repairs will be complete

3 fire pagers have been sent to tekk comm for repair

All new cell phones have been ordered through Verizon but have not been rec as of yet

New Business:

A Capital Meeting was held on 12-16-14 to vote on approval to spend up to \$50,000 on repairs and maintenance to the fire hall. This Capital project was approved by a vote of 5 yes votes and 0 no votes

Secretary Hollinger read aloud resolution 2014-10 a resolution to amend the LOSAP program. After discussing the resolution all Commissioners voted in favor of adopting the resolution.

The following end of year purchases were approved by all commissioners present:

Electrical work to E1103 and U1107
Various items from Home Depot
I pad and mounting bracket
Carabineers and webbing for all interior firefighters

Treasurer Report:

Treasurer Mike Rodgers and Vice Chairman Rhubarb [Compliance Commissioner]

reviewed all bills, purchase orders and checks for the month and submitted a bill list which was read aloud for all present.

After the bill list was read all Commissioners voted in favor
Of paying all submitted bills.

No further business meeting was adjourned at 2047