

**BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO. 4
FRANKLIN TOWNSHIP, SOMERSET COUNTY
P.O. BOX 126, KINGSTON, NJ 08528
Phone# 609-924-1181 Fax: 609-924-3747
E-mail: KingstonFireCommissioners@hotmail.com**

REGULAR MEETING HELD ON: **Jan 11, 2011**
CALLED TO ORDER AT: **7:05 pm**

IN ACCORDANCE WITH THE OPEN PUBLIC MEETING ACT P.L. 1975, CHAPTER 231, ADEQUATE NOTICE OF THIS REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS, FIRE DISTRICT NO. 4 IN THE TOWNSHIP OF FRANKLIN, COUNTY OF SOMERSET HAS BEEN PROVIDED IN ACCORDANCE WITH SECTION 13 OF SAID ACT, AS SET FORTH IN A SUNSHINE NOTICE DATED DECEMBER 17, 2002.

SUNSHINE NOTICE READ FLAG WAS SALUTED ROLL CALL TAKEN

ATTENDANCE: PATTI SHENNARD, CHAIR CHRISTINA KLAM, TREASURER
MEREDITH ROGERS, CLERK DENNIS SHENNARD, COM
ERNST DEHAAS, COM.

PUBLIC PORTION: None

DECEMBER MINUTES APPROVED: Approved and seconded

CORRESPONDENCE RECEIVED FOR THE PERIOD:
None

TREASURER'S REPORT:

SAVINGS: Period: Dec 31 Ending bal: \$1108.95

CHECKING: Period: Dec 25 Ending bal: \$19,931.02

BILLS PAID: Check for \$14,000 given to South Brunswick

BILLS NEED APPROVAL: None

CHIEF'S REPORT:

CHIEF'S REPORT FOR THE MONTH OF DECEMBER AND YEAR-END WAS RECEIVED (see attached) ITEMS OF DISCUSSION DURING CHIEF'S REPORT:

- Changes to automatic call and RIC lists are being discussed.
- Looking to replace the assistant chief's vehicle.
- The Chief is looking into the operations and services that the Fire Company provides to see if we need anything or are providing services that are not needed.
- On 1/8/11 a work detail was performed and some issues with equipment were discovered. They are being addressed.
- EZPass gives free access for first responders on the Parkway and Turnpike. The Chief is looking into getting the 2 that are allowed.
- Traprock has the state contract for supplies like window washer fluid and antifreeze. They offer these things at a discount vs. the store. The Fire Company is looking to order from them.
- OSHA will most likely be inspecting the Fire Company in 2011.
- The Chief would like to go to the FDIC meeting March 21 in Indianapolis. This meeting is the largest fire company meeting in the country.

OLD BUSINESS:

2010 OFFICES AS:

PATTI SHENNARD, CHAIR
MEREDITH ROGERS, CLERK
CHRISTINA KLAM, TREASURER
DENNIS SHENNARD, COMMISSIONER
ERNST DEHAAS, COMMISSIONER

FRANKLIN TOWNSHIP FIRE DISTRICT 4:

REPRESENTATIVE: PATTI SHENNARD

ALTERNATE: DENNIS SHENNARD

Schedule of meetings: 3RD Tues. of the month for the year of 2010. August no meeting.
Has been posted at the firehouse & The Kingston Post Office.

- Patti has been attending the Franklin Township Fire Prevention meetings at the Franklin Township Building but she missed the January meeting.
 - The President and Vice President have resigned. The Treasurer may resign. There are issues with District #1 commissioners who are not allowing their fire company to purchase a new truck.
- Our next meeting will be January 25 to adopt the new budget, which we approved at this meeting. CK will send it to the township, who then needs to return it to us, so that we can adopt it.

NEW BUSINESS:

1. New Chief swearing in on Thursday, January 13, 2011. Everyone is invited.
2. MR to get together meeting minutes for our auditor.
3. Elections are on February 19. Everyone should come to the January 25 meeting with possible times they can man the polls. We need to contact the pastor to make sure we can use the parish house. MR to print out flyers (20).

RESOLUTIONS: None

MEETING ADJOURNED AT: 7:50 pm

RESPECTFULLY SUBMITTED;
MEREDITH ROGERS
CLERK

ELECTIONS:

2011-----1 seat: Christina Klam

2012-----2 seats: Meredith Rogers & Ernst DeHaas

2013-----2 seats: Patti Shennard & Dennis Shennard

Election results are due to the township on February 24, 2011 – see the kingstonfirecommissioners website for link to form.

BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO. 4
FRANKLIN TOWNSHIP, SOMERSET COUNTY
P.O. BOX 126, KINGSTON, NJ 08528
Phone# 609-924-1181 Fax: 609-924-3747
E-mail: KingstonFireCommissioners@hotmail.com

REGULAR MEETING HELD ON: Feb 15, 2011
CALLED TO ORDER AT: 7:06 pm

IN ACCORDANCE WITH THE OPEN PUBLIC MEETING ACT P.L. 1975, CHAPTER 231, ADEQUATE NOTICE OF THIS REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS, FIRE DISTRICT NO. 4 IN THE TOWNSHIP OF FRANKLIN, COUNTY OF SOMERSET HAS BEEN PROVIDED IN ACCORDANCE WITH SECTION 13 OF SAID ACT, AS SET FORTH IN A SUNSHINE NOTICE DATED DECEMBER 17, 2002.

SUNSHINE NOTICE READ FLAG WAS SALUTED ROLL CALL TAKEN

ATTENDANCE: PATTI SHENNARD, CHAIR CHRISTINA KLAM, TREASURER
MEREDITH ROGERS, CLERK DENNIS SHENNARD, COM
ERNST DEHAAS, COM.

PUBLIC PORTION: None

JANUARY MINUTES APPROVED: Approved and seconded

CORRESPONDENCE RECEIVED FOR THE PERIOD: (read by Clerk)

1. Letter from Franklin Township Clerk approving Fire Commissioner salaries for all districts
2. Tax notices from TD Bank and IRS
3. Holiday card from Hodulik & Morrison
4. Letter from Lincoln Financial about switching LOSAP

TREASURER'S REPORT: (read by Clerk)

SAVINGS: Period: Jan 31 Ending bal: \$809.00

CHECKING: Period: Jan 25 Ending bal: \$19,932.24

BILLS PAID: \$4.95 to CK for postage; \$224.75 to Fire District 1 for election ad; \$44 to Kingston Post Office for box

BILLS NEED APPROVAL: Approved

CHIEF'S REPORT:

CHIEF'S REPORT FOR THE MONTH OF JANUARY WAS RECEIVED (see attached)

ITEMS OF DISCUSSION DURING CHIEF'S REPORT:

- Thank you letter received from the Plainsboro Mayor and published in Princeton Packet from the Fire Chief for helping with residence fire
- All apparatus is in service
- Quotes received fro Kingston Fire Dept. reflective patches for trucks
- Batteries are needed for pagers and radios
- Lloyd is rewriting the Respiratory Protection, Infectious Disease and other plans to be in compliance with OSHA
- Swearing in ceremony went well
- Thermal imaging cameras will need to be serviced or replaced
- 3 new members and 1 application pending
- Siren schedule is being changed
- Capt. Laine will be attending a class at the National Fire Academy

OLD BUSINESS:

2011 OFFICES AS:

PATTI SHENNARD, CHAIR
MEREDITH ROGERS, CLERK
CHRISTINA KLAM, TREASURER
DENNIS SHENNARD, COMMISSIONER
ERNST DEHAAS, COMMISSIONER

FRANKLIN TOWNSHIP FIRE DISTRICT 4:

REPRESENTATIVE: PATTI SHENNARD
ALTERNATE: DENNIS SHENNARD

Schedule of meetings: 3RD Tues. of the month for the year of 2011. August no meeting.
Has been posted at the firehouse & The Kingston Post Office.

Patti has been attending the Franklin Township Fire Prevention meetings at the Franklin Township Building.
President will no longer be a commissioner; replacement is unknown at this time.
Police are not sending a liaison to meetings.

Election is February 19; Schedule is: 2-5pm PS & DS; 5-7pm MR; 7-9pm CK, ED
Flyers were made and will be distributed; MR to put one at the post office; CK to make ballots

NEW BUSINESS:

4. Greg did not attend the Feb. meeting because we have not received the budget from Franklin Township; he will be invited to the March meeting

RESOLUTIONS: None

MEETING ADJOURNED AT: 8:15 pm

RESPECTFULLY SUBMITTED;
MEREDITH ROGERS
CLERK

ELECTIONS:

2011-----1 seat: Christina Klam

2012-----2 seats: Meredith Rogers & Ernst DeHaas

2013-----2 seats: Patti Shennard & Dennis Shennard

**BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO. 4
FRANKLIN TOWNSHIP, SOMERSET COUNTY
P.O. BOX 126, KINGSTON, NJ 08528
Phone# 609-924-1181 Fax: 609-924-3747
E-mail: KingstonFireCommissioners@hotmail.com**

REGULAR MEETING HELD ON: March 15, 2011
CALLED TO ORDER AT: 7:12pm

IN ACCORDANCE WITH THE OPEN PUBLIC MEETING ACT P.L. 1975, CHAPTER 231, ADEQUATE NOTICE OF THIS REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS, FIRE DISTRICT NO. 4 IN THE TOWNSHIP OF FRANKLIN, COUNTY OF SOMERSET HAS BEEN PROVIDED IN ACCORDANCE WITH SECTION 13 OF SAID ACT, AS SET FORTH IN A SUNSHINE NOTICE DATED DECEMBER 17, 2002.

SUNSHINE NOTICE READ X FLAG WAS SALUTED X ROLL CALL TAKEN X
ATTENDANCE: PATTI SHENNARD, CHAIR X MEREDITH ROGERS, CLERK
CHRISTINA KLAM, TREASURER X DENNIS SHENNARD, COM X
ERNEST DEHASS, COM X

Public Portion: Greg stop by with the minutes & treasurer's report from the audit he did. Left a draft copy for us to review at our next meeting and advise him. He will come to next meet with letter of consignment with his company to keep him on a retainer with us.

MINUTES APPROVED: Approved. Meredith was on a vacation in London so Patti will be taking the minutes for tonight's meeting for her.

CORRESPONDENCE RECEIVED FOR THE PERIOD:

- (1)Clerk from twp. needs updated names of the fire commissioners for district #4..
- (2) VFIS sent their annual invoice for insurance. \$170.52.

TREASURER'S REPORT

SAVINGS:	Period	Feb 28.	Ending bal:	\$809.04
CHECKING:	Period	Feb 25	Ending bal	\$4839.69

Bills paid:

Bills need approval: \$500.00 to Frk. Twp for donation to Fire Prevention. \$541.80 to Frk Twp for Shared agreement with the township.

CHIEF'S REPORT:

CHIEF'S REPORT FOR THE MONTH OF Feb. 2011 were RECEIVED (see attached)
ITEMS OF DISCUSSION DURING CHIEF'S REPORT

OLD BUSINESS:

- (1) 2011 OFFICES AS:

**PATTI SHENNARD, CHAIRPERSON
CHRISTINA KLAM, TREASURER
MEREDITH ROGERS, CLERK
DENNIS SHENNARD, COMMISSIONER
ERNEST DEHASS, COMMISSONER**

**FRANKLIN TOWNSHIP DISTRICT 4:
REPRESENTATIVE: PATTI SHENNARD
ALTERNATE: DENNIS SHENNARD**

Schedule of meetings: 3RD Tues. of the month for the year of 2011. August no meeting.
Has been posted at the firehouse & The Kingston Post Office.

Patti & Dennis have been attending the Frk. Twp. Fire Prevention meetings at Frk. Twp. Building.

NEW BUSINESS: Congrats to Christina in winning elections for the next three years in office.

Resolutions:

2011- Prn. Pecket

Approval made for the budget resolution of 2011.

MEETING ADJOURNED AT: 8:00 pm

RESPECTFULLY SUBMITTED;

**PATTI SHENNARD
CHAIRPERSON**

Elections:

2012-----2 seats: Meredith Rogers & Ernest Dehass

2013-----2 seats: Patti Shennard & Dennis Shennard

2014-----1 seat: Christina Klam

**PATTI SHENNARD, CHAIRPERSON
CHRISTINA KLAM, TREASURER
MEREDITH ROGERS, CLERK
DENNIS SHENNARD, COMMISSIONER
ERNEST DEHASS, COMMISSONER**

**FRANKLIN TOWNSHIP DISTRICT 4:
REPRESENTATIVE: PATTI SHENNARD
ALTERNATE: DENNIS SHENNARD**

Schedule of meetings: 3RD Tues. of the month for the year of 2011. August no meeting.
Has been posted at the firehouse & The Kingston Post Office.

Patti & Dennis have been attending the Frk. Twp. Fire Prevention meetings at Frk. Twp. Building.

NEW BUSINESS:

Resolutions:
2011- Prn. Pecket

MEETING ADJOURNED AT: 8:00 pm

RESPECTFULLY SUBMITTED;

**PATTI SHENNARD
CHAIRPERSON**

**Elections:
2012-----2 seats: Meredith Rogers & Ernest Dehass
2013-----2 seats: Patti Shennard & Dennis Shennard
2014-----1 seat: Christina Klam**

**BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO. 4
FRANKLIN TOWNSHIP, SOMERSET COUNTY
P.O. BOX 126, KINGSTON, NJ 08528
Phone# 609-924-1181 Fax: 609-924-3747
E-mail: KingstonFireCommissioners@hotmail.com**

REGULAR MEETING HELD ON: May 17, 2011
CALLED TO ORDER AT: 7:08 pm

IN ACCORDANCE WITH THE OPEN PUBLIC MEETING ACT P.L. 1975, CHAPTER 231, ADEQUATE NOTICE OF THIS REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS, FIRE DISTRICT NO. 4 IN THE TOWNSHIP OF FRANKLIN, COUNTY OF SOMERSET HAS BEEN PROVIDED IN ACCORDANCE WITH SECTION 13 OF SAID ACT, AS SET FORTH IN A SUNSHINE NOTICE DATED DECEMBER 17, 2002.

**SUNSHINE NOTICE READ X FLAG WAS SALUTED X ROLL CALL TAKEN X
ATTENDANCE: PATTI SHENNARD, CHAIR X MEREDITH ROGERS, CLERK ___
CHRISTINA KLAM, TREASURER ___ DENNIS SHENNARD, COM X
ERNEST DEHASS, COM X**

Public Portion: None

MINUTES APPROVED: Approved and seconded

CORRESPONDENCE RECEIVED FOR THE PERIOD: None. (CK was not present)

TREASURER'S REPORT: None (CK was not present)

SAVINGS: Period Ending bal:

CHECKING: Period Ending bal

Bills paid: None

Bills need approval: None

CHIEF'S REPORT:

CHIEF'S REPORT FOR THE MONTH OF April was NOT RECEIVED
ITEMS OF DISCUSSION DURING CHIEF'S REPORT

**Lloyd completed a week-long Fire Academy course on "Target Hazards"; it was very useful.
A firefighter went to the hospital after a structure fire in Kendall Park on May 3; everyone was okay, however, OSHA saw a media report about it and is now investigating.
Fire Prevention, Building Evacuation, Hazardous Materials, and Respiratory plans have been developed.
There is a free class given by the NJ Public Employee's OSHA (NJ POSHA Record Keeping Training Class) on June 9 if anyone wants to attend.
A couple of vehicles need/needed repairs.
Future vehicle purchases are being planned.**

OLD BUSINESS:

(2) 2011 OFFICES AS:

**PATTI SHENNARD, CHAIRPERSON
CHRISTINA KLAM, TREASURER
MEREDITH ROGERS, CLERK
DENNIS SHENNARD, COMMISSIONER
ERNEST DEHASS, COMMISSONER**

**FRANKLIN TOWNSHIP DISTRICT 4:
REPRESENTATIVE: PATTI SHENNARD
ALTERNATE: DENNIS SHENNARD**

Schedule of meetings: 3RD Tues. of the month for the year of 2011. August no meeting.
Has been posted at the firehouse & The Kingston Post Office.

Patti & Dennis have been attending the Frk. Twp. Fire Prevention meetings at Frk. Twp. Building, but did not attend the last meeting.

NEW BUSINESS:

No new business.

MEETING ADJOURNED AT: 8:50 pm

RESPECTFULLY SUBMITTED;

**MEREDITH ROGERS
CLERK**

Elections:

2012-----2 seats: Meredith Rogers & Ernest Dehass

2013-----2 seats: Patti Shennard & Dennis Shennard

2014-----1 seat: Christina Klam

BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO. 4
FRANKLIN TOWNSHIP, SOMERSET COUNTY
P.O. BOX 126, KINGSTON, NJ 08528
Phone# 609-924-1181 Fax: 609-924-3747
E-mail: KingstonFireCommissioners@hotmail.com

REGULAR MEETING HELD ON: June 21, 2011
CALLED TO ORDER AT: 7:04 pm

IN ACCORDANCE WITH THE OPEN PUBLIC MEETING ACT P.L. 1975, CHAPTER 231, ADEQUATE NOTICE OF THIS REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS, FIRE DISTRICT NO. 4 IN THE TOWNSHIP OF FRANKLIN, COUNTY OF SOMERSET HAS BEEN PROVIDED IN ACCORDANCE WITH SECTION 13 OF SAID ACT, AS SET FORTH IN A SUNSHINE NOTICE DATED DECEMBER 17, 2002.

SUNSHINE NOTICE READ X FLAG WAS SALUTED X ROLL CALL TAKEN X

ATTENDANCE: PATTI SHENNARD, CHAIR X CHRISTINA KLAM, TREASURER X
MEREDITH ROGERS, CLERK X DENNIS SHENNARD, COM__
ERNST DEHAAS, COM. X

Public Portion: None

MINUTES APPROVED: Yes

CORRESPONDENCE RECEIVED FOR THE PERIOD:

1. Annotated NJ Statutes
2. Letter from Franklin Twnsp approving the tax rate for Fire District 4
3. NJSAFD March meeting minutes

TREASURER'S REPORT:

SAVINGS:	Period	March 31	Ending bal:	\$809.09
		April 30		\$809.14
		May 31		\$809.19
CHECKING:	Period	March 25	Ending bal	\$5,273.32
		April 25		\$23,532.13

Bills paid: VFIS in April

Bills need approval: West Group \$50; Hodulik & Morrison \$3,000; SB Fire District 3 \$15,000

Motion made & second. Yes.

CHIEF'S REPORT:

CHIEF'S REPORT FOR THE MONTH OF May were RECEIVED (see attached)
ITEMS OF DISCUSSION DURING CHIEF'S REPORT:

1. OSHA inspections were June 1 and June 21: violation notices were received for 2 pairs of boots and a technical violation for not having documentation that masks are checked once each month.
2. Two people resigned and 1 wants to switch from acting lead coordinator to per diem.
3. Sat, June 25, Airpack people are coming to give free training on how to service the airpacks.
4. June 30, CPR class open to all; \$5 to participate.
5. Charlie Brown's fire monitoring has been shut off; they've received violation notice.
6. One person graduated from Firefighter 1 and 2 passed Firefighter 2.
7. A truck got repaired and other repairs/testing being performed.

OLD BUSINESS:

(2) 2010 OFFICES AS:

PATTI SHENNARD, CHAIR
MEREDITH ROGERS, CLERK

**CHRISTINA KLAM, TREASURER
DENNIS SHENNARD, COMMISSIONER
ERNST DEHAAS, COMMISSONER**

**FRANKLIN TOWNSHIP DISTRICT 4:
REPRESENTATIVE: PATTI SHENNARD
ALTERNATE: DENNIS SHENNARD**

Schedule of meetings: 3RD Tues. of the month for the year of 2010. August no meeting.
Has been posted at the firehouse & The Kingston Post Office.

1. Patti has been attending the Frk. Twp. Fire Prevention meetings at Frk. Twp. Building.
2. CK is still working on addressing the Federal Tax Withholding issue.

NEW BUSINESS:..

1. Meetings will be moved to 7:15 to accommodate people's schedules.
2. July 14, 7pm is Fire Commissioners picnic at the Somerset Firehouse.
3. Looking into online announcements instead of paying for space in the Princeton Packet (West website: next.westlaw.com)

Resolutions:
2010-1 Pm. Packet

MEETING ADJOURNED AT: 8:15 pm

RESPECTFULLY SUBMITTED;

**MEREDITH ROGERS
CLERK**

Elections:

**2012-----2 seats: Meredith Rogers & Ernest Dehass
2013-----2 seats: Patti Shennard & Dennis Shennard
2014-----1 seat: Christina Klam**

BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO. 4
FRANKLIN TOWNSHIP, SOMERSET COUNTY
P.O. BOX 126, KINGSTON, NJ 08528
Phone# 609-924-1181 Fax: 609-924-3747
E-mail: KingstonFireCommissioners@hotmail.com

REGULAR MEETING HELD ON: July 19, 2011
CALLED TO ORDER AT: 7:20 pm

IN ACCORDANCE WITH THE OPEN PUBLIC MEETING ACT P.L. 1975, CHAPTER 231, ADEQUATE NOTICE OF THIS REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS, FIRE DISTRICT NO. 4 IN THE TOWNSHIP OF FRANKLIN, COUNTY OF SOMERSET HAS BEEN PROVIDED IN ACCORDANCE WITH SECTION 13 OF SAID ACT, AS SET FORTH IN A SUNSHINE NOTICE DATED DECEMBER 17, 2002.

SUNSHINE NOTICE READ X FLAG WAS SALUTED X ROLL CALL TAKEN X

ATTENDANCE: PATTI SHENNARD, CHAIR X CHRISTINA KLAM, TREASURER X
MEREDITH ROGERS, CLERK X DENNIS SHENNARD, COM __
ERNST DEHAAS, COM. X

Public Portion: None

MINUTES APPROVED: Yes

CORRESPONDENCE RECEIVED FOR THE PERIOD:

4. Signed PO for our audit

TREASURER'S REPORT:

SAVINGS:	Period	June 30	Ending bal:	\$809.24
CHECKING:	Period	May 25	Ending bal	\$23,362.99
		June 25		\$21,335.41

CK spoke to the IRS and we have a new SS# (they expire every 7 years if not used).

Bills paid:

Bills need approval:

Motion made & second.

CHIEF'S REPORT: (given by Cptn Walter Lane

CHIEF'S REPORT FOR THE MONTH OF June were RECEIVED (see attached)

ITEMS OF DISCUSSION DURING CHIEF'S REPORT:

1. Everything is in service; waiting for a few parts for a truck
2. The Company responded to the fire on Cleveland Lane in 3 minutes
3. Two firefighters passed Firefighter 2 and one passed Firefighter 1
4. The Company will be seeking approval for a new vehicle and some other equipment
5. POSHA – didn't completely pass but addressing issues

OLD BUSINESS:

(3) 2010 OFFICES AS:

**PATTI SHENNARD, CHAIR
MEREDITH ROGERS, CLERK
CHRISTINA KLAM, TREASURER
DENNIS SHENNARD, COMMISSIONER
ERNST DEHAAS, COMMISSONER**

FRANKLIN TOWNSHIP DISTRICT 4:

**REPRESENTATIVE: PATTI SHENNARD
ALTERNATE: DENNIS SHENNARD**

Schedule of meetings: 3RD Tues. of the month for the year of 2010. August no meeting.
Has been posted at the firehouse & The Kingston Post Office.

1. Patti has been attending the Frk. Twp. Fire Prevention meetings at Frk. Twp. Building.
 - a. No quorum at the last couple of meetings

NEW BUSINESS:..

4. Fire Prevention: Fire District 3 (Little Rocky Hill/Griggstown) hasn't paid their fees.
5. PS attended a special meeting about the fire commissioners by the township
6. Kingston Picnic is September 10

Resolutions:

MEETING ADJOURNED AT: 8:03 pm

RESPECTFULLY SUBMITTED;

**MEREDITH ROGERS
CLERK**

Elections:

**2012-----2 seats: Meredith Rogers & Ernest Dehass
2013-----2 seats: Patti Shennard & Dennis Shennard
2014-----1 seat: Christina Klam**

BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO. 4
FRANKLIN TOWNSHIP, SOMERSET COUNTY
P.O. BOX 126, KINGSTON, NJ 08528
Phone# 609-924-1181 Fax: 609-924-3747
E-mail: KingstonFireCommissioners@hotmail.com

REGULAR MEETING HELD ON: September 20, 2011
CALLED TO ORDER AT: 7:14 pm

IN ACCORDANCE WITH THE OPEN PUBLIC MEETING ACT P.L. 1975, CHAPTER 231, ADEQUATE NOTICE OF THIS REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS, FIRE DISTRICT NO. 4 IN THE TOWNSHIP OF FRANKLIN, COUNTY OF SOMERSET HAS BEEN PROVIDED IN ACCORDANCE WITH SECTION 13 OF SAID ACT, AS SET FORTH IN A SUNSHINE NOTICE DATED DECEMBER 17, 2002.

SUNSHINE NOTICE READ X FLAG WAS SALUTED X ROLL CALL TAKEN X

ATTENDANCE: PATTI SHENNARD, CHAIR X CHRISTINA KLAM, TREASURER X
MEREDITH ROGERS, CLERK X DENNIS SHENNARD, COM __
ERNST DEHAAS, COM. X

Public Portion: None

MINUTES APPROVED: Yes

CORRESPONDENCE RECEIVED FOR THE PERIOD:

5. Minutes from June 11 Quarterly meeting of the State Association of Fire Districts
6. NJ State First Aid Council – announcement of annual convention of October 19
7. VFIS newsletter

TREASURER'S REPORT:

SAVINGS:	Period	July 31	Ending bal:	\$809.29
		August 31		\$809.34
CHECKING:	Period	July 25	Ending bal	\$6286.22
		June 25		\$6286.60

Received a past due statement from our accountant but we paid the bill, so CK will call.
Money received from township on September 1

Bills paid:

Bills need approval:

Motion made & second.

CHIEF'S REPORT:

CHIEF'S REPORT FOR THE MONTH OF August were RECEIVED (see attached)

ITEMS OF DISCUSSION DURING CHIEF'S REPORT:

6. OEM annex not signed due to unresolved issues between Fire Chief Association and Township regarding OEM activation during Hurricane Irene
7. ~80 calls from the hurricane; firefighters stayed overnight to meet the need; water rescues; chief's vehicle suffered some damage
8. Maintenance inspections being done on all vehicles and apparatus
9. All thermal imaging cameras are working and have been upgraded
10. Pump testing was postponed
11. Members have been trained on Scott packs

OLD BUSINESS:

(4) 2010 OFFICES AS:

**PATTI SHENNARD, CHAIR
MEREDITH ROGERS, CLERK
CHRISTINA KLAM, TREASURER
DENNIS SHENNARD, COMMISSIONER
ERNST DEHAAS, COMMISSONER**

FRANKLIN TOWNSHIP DISTRICT 4:

**REPRESENTATIVE: PATTI SHENNARD
ALTERNATE: DENNIS SHENNARD**

Schedule of meetings: 3RD Tues. of the month for the year of 2010. August no meeting.
Has been posted at the firehouse & The Kingston Post Office.

2. Patti has been attending the Frk. Twp. Fire Prevention meetings at Frk. Twp. Building.
 - a. No quorum at the last couple of meetings
3. Fire Prevention: Fire District 3 (Little Rocky Hill/Griggstown) hasn't paid their fees.

NEW BUSINESS:

7. Budget needs to be addressed next meeting.

Resolutions:

MEETING ADJOURNED AT: 8:06 pm

RESPECTFULLY SUBMITTED;

**MEREDITH ROGERS
CLERK**

Elections:

**2012-----2 seats: Meredith Rogers & Ernest Dehass
2013-----2 seats: Patti Shennard & Dennis Shennard
2014-----1 seat: Christina Klam**

**BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO. 4
FRANKLIN TOWNSHIP, SOMERSET COUNTY
P.O. BOX 126, KINGSTON, NJ 08528
Phone# 609-924-1181 Fax: 609-924-3747
E-mail: KingstonFireCommissioners@hotmail.com**

REGULAR MEETING HELD ON: October 18, 2011
CALLED TO ORDER AT: 7:21 pm

IN ACCORDANCE WITH THE OPEN PUBLIC MEETING ACT P.L. 1975, CHAPTER 231, ADEQUATE NOTICE OF THIS REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS, FIRE DISTRICT NO. 4 IN THE TOWNSHIP OF FRANKLIN, COUNTY OF SOMERSET HAS BEEN PROVIDED IN ACCORDANCE WITH SECTION 13 OF SAID ACT, AS SET FORTH IN A SUNSHINE NOTICE DATED DECEMBER 17, 2002.

SUNSHINE NOTICE READ X FLAG WAS SALUTED X ROLL CALL TAKEN X

ATTENDANCE: PATTI SHENNARD, CHAIR X CHRISTINA KLAM, TREASURER X
MEREDITH ROGERS, CLERK X DENNIS SHENNARD, COM X
ERNST DEHAAS, COM. X

Public Portion: None

MINUTES APPROVED: Yes

CORRESPONDENCE RECEIVED FOR THE PERIOD:

8. Letter from the US Department of Commerce regarding the census of government agencies
9. Letter from insurance agency asking for our business
10. VFIS newsletter

TREASURER'S REPORT:

SAVINGS:	Period	Sept 30	Ending bal:	\$809.39
CHECKING:	Period	Sept 25	Ending bal	\$24,550.88

CK talked to Rick about our tax status. He said there was a form that he used to fill out every year that was sent to him from the US government. CK will look into it.

CK completed the budget, which is tight. Budget was approved and seconded.

2011 Budget Form is not on-line yet, so no new tax rate information is available. CK to check with South Brunswick to see who she should speak with.

Bills paid: none

Bills need approval: none

Motion made & seconded

CHIEF'S REPORT:

CHIEF'S REPORT FOR THE MONTH OF September were RECEIVED (see attached)

ITEMS OF DISCUSSION DURING CHIEF'S REPORT:

12. All apparatus is in service except for the Chief's vehicle, which should be back online soon.
13. Preventive maintenance complete on all vehicles
14. Air packs were flow tested and passed.

OLD BUSINESS:

(5) 2010 OFFICES AS:

**PATTI SHENNARD, CHAIR
MEREDITH ROGERS, CLERK
CHRISTINA KLAM, TREASURER
DENNIS SHENNARD, COMMISSIONER
ERNST DEHAAS, COMMISSONER**

FRANKLIN TOWNSHIP DISTRICT 4:

**REPRESENTATIVE: PATTI SHENNARD
ALTERNATE: DENNIS SHENNARD**

Schedule of meetings: 3RD Tues. of the month for the year of 2010. August no meeting.
Has been posted at the firehouse & The Kingston Post Office.

4. Patti has been attending the Frk. Twp. Fire Prevention meetings at Frk. Twp. Building.
 - a. No quorum at the last couple of meetings
5. Fire Prevention: Fire District 3 (Little Rocky Hill/Griggstown) still hasn't paid their fees and is noncommunicative; Township lawyer will be sending them a letter. Three Fire Prevention vehicles need to be replaced.

NEW BUSINESS:

8. Budget needs to be addressed next meeting.

Resolutions:

MEETING ADJOURNED AT: 8:45 pm

RESPECTFULLY SUBMITTED;

**MEREDITH ROGERS
CLERK**

Elections:

**2012-----2 seats: Meredith Rogers & Ernest Dehass
2013-----2 seats: Patti Shennard & Dennis Shennard
2014-----1 seat: Christina Klam**

**BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO. 4
FRANKLIN TOWNSHIP, SOMERSET COUNTY
P.O. BOX 126, KINGSTON, NJ 08528
Phone# 609-924-1181 Fax: 609-924-3747
E-mail: KingstonFireCommissioners@hotmail.com**

REGULAR MEETING HELD ON: November 16, 2011
CALLED TO ORDER AT: 7:25 pm

IN ACCORDANCE WITH THE OPEN PUBLIC MEETING ACT P.L. 1975, CHAPTER 231, ADEQUATE NOTICE OF THIS REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS, FIRE DISTRICT NO. 4 IN THE TOWNSHIP OF FRANKLIN, COUNTY OF SOMERSET HAS BEEN PROVIDED IN ACCORDANCE WITH SECTION 13 OF SAID ACT, AS SET FORTH IN A SUNSHINE NOTICE DATED DECEMBER 17, 2002.

SUNSHINE NOTICE READ X FLAG WAS SALUTED X ROLL CALL TAKEN X

ATTENDANCE: PATTI SHENNARD, CHAIR X CHRISTINA KLAM, TREASURER X
MEREDITH ROGERS, CLERK X DENNIS SHENNARD, COM __
ERNST DEHAAS, COM. X

Public Portion: None

MINUTES APPROVED: Yes

CORRESPONDENCE RECEIVED FOR THE PERIOD:

11. Census of government agencies from the US Department of Commerce
12. Minutes from the NJ State Association of Fire Commissioners from their September 16 meeting

TREASURER'S REPORT:

SAVINGS:	Period	Oct 31	Ending bal:	\$809.44
CHECKING:	Period	Oct 25	Ending bal	\$24,552.33

Taxes are still being taken out – CK to speak to the bank.
CK completed the budget, which is tight, but had not yet filled in the forms because she hadn't gotten them until this week; she will complete them before the next meeting.
Rateables: \$67,987,000

Bills paid: none
Bills need approval: none
Motion made & seconded

CHIEF'S REPORT:

CHIEF'S REPORT FOR THE MONTH OF August were RECEIVED (see attached)

ITEMS OF DISCUSSION DURING CHIEF'S REPORT:

15. August report is skewed due to the hurricane; other reports will follow.
16. Various repairs were made to vehicles.
17. Fire Prevention Open House occurred.

OLD BUSINESS:

(6) 2010 OFFICES AS:

**PATTI SHENNARD, CHAIR
MEREDITH ROGERS, CLERK
CHRISTINA KLAM, TREASURER
DENNIS SHENNARD, COMMISSIONER
ERNST DEHAAS, COMMISSONER**

FRANKLIN TOWNSHIP DISTRICT 4:

**REPRESENTATIVE: PATTI SHENNARD
ALTERNATE: DENNIS SHENNARD**

Schedule of meetings: 3RD Tues. of the month for the year of 2011. August no meeting.
Has been posted at the firehouse & The Kingston Post Office.

6. Patti has been attending the Frk. Twp. Fire Prevention meetings at Frk. Twp. Building.
7. Fire Prevention: Fire District 3 (Little Rocky Hill/Griggstown) still hasn't paid their fees and is noncommunicative; Township lawyer sent them a letter.

NEW BUSINESS:

9. No money in the budget for a holiday party.

Resolutions: none.

MEETING ADJOURNED AT: 8:00 pm

RESPECTFULLY SUBMITTED;

**MEREDITH ROGERS
CLERK**

Elections:

**2012-----2 seats: Meredith Rogers & Ernest DeHaas
2013-----2 seats: Patti Shennard & Dennis Shennard
2014-----1 seat: Christina Klam**

**BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO. 4
FRANKLIN TOWNSHIP, SOMERSET COUNTY
P.O. BOX 126, KINGSTON, NJ 08528
Phone# 609-924-1181 Fax: 609-924-3747
E-mail: KingstonFireCommissioners@hotmail.com**

REGULAR MEETING HELD ON: December 13, 2011
CALLED TO ORDER AT: 7:26 pm

IN ACCORDANCE WITH THE OPEN PUBLIC MEETING ACT P.L. 1975, CHAPTER 231, ADEQUATE NOTICE OF THIS REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS, FIRE DISTRICT NO. 4 IN THE TOWNSHIP OF FRANKLIN, COUNTY OF SOMERSET HAS BEEN PROVIDED IN ACCORDANCE WITH SECTION 13 OF SAID ACT, AS SET FORTH IN A SUNSHINE NOTICE DATED DECEMBER 17, 2002.

SUNSHINE NOTICE READ X FLAG WAS SALUTED X ROLL CALL TAKEN X

ATTENDANCE: PATTI SHENNARD, CHAIR X CHRISTINA KLAM, TREASURER X
MEREDITH ROGERS, CLERK X DENNIS SHENNARD, COM X
ERNST DEHAAS, COM. X

Public Portion: None

MINUTES APPROVED: Yes

CORRESPONDENCE RECEIVED FOR THE PERIOD:

13. Holiday card from Greg, our accountant
14. Letter from another accountant soliciting business

TREASURER'S REPORT:

SAVINGS:	Period	Nov 30	Ending bal:	\$809.49
CHECKING:	Period	Nov 25	Ending bal	\$21,553.33

Bills paid: Check (#531) for \$15,000 paid to South Brunswick on 12/13/11
Checks paid to commissioners for annual salary (\$300 each)

Bills need approval: none

Motion made & seconded

CHIEF'S REPORT:

CHIEF'S REPORT FOR THE MONTH OF November were RECEIVED (see attached)
ITEMS OF DISCUSSION DURING CHIEF'S REPORT:

18. Vehicles need many expensive repairs

OLD BUSINESS:

(7) 2010 OFFICES AS:

**PATTI SHENNARD, CHAIR
MEREDITH ROGERS, CLERK
CHRISTINA KLAM, TREASURER
DENNIS SHENNARD, COMMISSIONER
ERNST DEHAAS, COMMISSONER**

FRANKLIN TOWNSHIP DISTRICT 4:

**REPRESENTATIVE: PATTI SHENNARD
ALTERNATE: DENNIS SHENNARD**

Schedule of meetings: 3RD Tues. of the month for the year of 2011. August no meeting.
Has been posted at the firehouse & The Kingston Post Office.

8. Patti has been attending the Frk. Twp. Fire Prevention meetings at Frk. Twp. Building – no quorum at last meeting
9. Fire Prevention: Fire District 3 (Little Rocky Hill/Griggstown) still hasn't paid their fees

NEW BUSINESS:

10. Fire Commissioner elections are February 18. 2012 meeting schedule adjusted to accommodate: Jan 17, Feb 16 (Thurs), and Dec 11.

Resolutions: none.

MEETING ADJOURNED AT: 8:23 pm

RESPECTFULLY SUBMITTED;

**MEREDITH ROGERS
CLERK**

Elections:

**2012----2 seats: Meredith Rogers & Ernest DeHaas
2013----2 seats: Patti Shennard & Dennis Shennard
2014----1 seat: Christina Klam**