

**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
Website: <http://sbfiredistrict3.com>**

REGULAR MEETING HELD ON: January 20, 2015
CALLED TO ORDER AT: 7:02 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: CHRISTINA KLAM, TREASURER X
MEREDITH ROGERS, CLERK X ERNST DEHAAS, COM. X
GEORGE LUCK JR. X

Public Portion: None

MINUTES APPROVED: Dec

CORRESPONDENCE RECEIVED FOR THE PERIOD:

- Ad from VFIS

TREASURER'S REPORT:

SAVINGS: 12/30: \$372.96
CHECKING: 12/25: \$6,539.43

Bills:

- Check for CK: \$5.75 for postage associated with sending out budget

**CHIEF'S REPORT: CHIEF'S REPORTS FOR THE MONTH OF DEC 2014 WERE RECEIVED
ITEMS OF DISCUSSION DURING CHIEF'S REPORT:**

- Workman's compensation has been submitted for Fire Company member who broke wrist at a fire.
- Engine 244 back in service.
- Hazmat/blood borne pathogens drill with other SB companies scheduled for Jan 28.
- Chief to meet with Franklin Fire District 2 to discuss dispatching and other issues – there was an issue with Little Rocky Hill being dispatched when they should have been.

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OLD BUSINESS:

(1) 2014 OFFICERS AS:

**MEREDITH ROGERS, CLERK and CHAIR
CHRISTINA KLAM, TREASURER
ERNST DEHAAS, COMMISSONER**

FRANKLIN TOWNSHIP DISTRICT 4:

**REPRESENTATIVE: CHRISTINA KLAM
ALTERNATE: ERNST DEHAAS**

Schedule of meetings: 3RD Tues. of the month for the year of 2014. August no meeting.
Has been posted at the firehouse & The Kingston Post Office.

1. MR will send meeting minutes to Augie for website – Ongoing
2. Radio issue with Somerset County is now resolved
3. Budget was adopted
4. MR posted request in Kingston post office for new commissioners
5. Feb 6 – Fire Company banquet.
6. MR to contact church about use for 2015 election (Feb 21) – email sent 1/21/15

NEW BUSINESS:

1. We will be posting meeting dates/election results/etc in the paper

MEETING ADJOURNED AT: 8:30 pm

RESPECTFULLY SUBMITTED,

**MEREDITH ROGERS
CLERK**

Elections:

2015-----2 seats: Meredith Rogers & Ernest DeHaas

2016-----2 seats: George Luck Jr. & _____

2017-----1 seat: Christina Klam

**BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO. 4
FRANKLIN TOWNSHIP, SOMERSET COUNTY
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Phone# 609-924-1181 Fax: 609-924-3747
E-mail: KingstonFireCommissioners@hotmail.com
Website: <http://sbfiredistrict3.com>**

REGULAR MEETING HELD ON: February 17, 2015
CALLED TO ORDER AT: 7:01 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
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ATTENDANCE: CHRISTINA KLAM, TREASURER X
MEREDITH ROGERS, CLERK X ERNST DEHAAS, COM. X
GEORGE LUCK JR. X

Public Portion: None

MINUTES APPROVED: Jan

CORRESPONDENCE RECEIVED FOR THE PERIOD:

- Flyer for firehouse chili cook off on Feb 20
- NJ State Association of Fire Districts quarterly meeting minutes
- Annual Report from Franklin Township Fire Prevention

TREASURER'S REPORT: Not received

SAVINGS: 1/30: \$

CHECKING: 1/25: \$

Bills:

- None

CHIEF'S REPORT: CHIEF'S REPORTS FOR THE MONTH OF JAN 2015 WAS NOT RECEIVED

ITEMS OF DISCUSSION DURING CHIEF'S REPORT:

- Fire Company member who broke wrist at a fire is healing.
- Engine 244 is out of service but due back this week.
- Inventory has been started and a lot of equipment is >10 years old and so is out of compliance.
- Chief's vehicle laptop has arrived but not yet installed.

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OLD BUSINESS:

(1) 2014 OFFICERS AS:

**MEREDITH ROGERS, CLERK and CHAIR
CHRISTINA KLAM, TREASURER
ERNST DEHAAS, COMMISSONER**

FRANKLIN TOWNSHIP DISTRICT 4:

**REPRESENTATIVE: CHRISTINA KLAM
ALTERNATE: ERNST DEHAAS**

Schedule of meetings: 3RD Tues. of the month for the year of 2015. August no meeting.
Has been posted at the firehouse & The Kingston Post Office.

1. MR will send meeting minutes to Augie for website – Ongoing

NEW BUSINESS:

1. Election:
 - a. Schedule: 2-3:45 MR; 3:45-5:30 ED; 5:30-7:15 GL; 7:15-9 CK
 - b. Location: either the first classroom in the church or the nursery school
 - c. CK to send MR the ballots to print out (<20)
 - d. MR will bring the ballot box
 - e. GL gave MR flag to put outside building
 - f. MR to create and post flyer for post office
 - g. MR to bring pen and scissors
 - h. Cathy P. running for 2-yr term
2. Mutual Fire Commissioners meeting on March 19 at 7:30pm, location TBD
3. A dance group wants to rent the fire house every Tuesday, which would mean us moving our meeting to another day – only willing if SB will also move theirs

MEETING ADJOURNED AT: 8:30 pm

RESPECTFULLY SUBMITTED,

**MEREDITH ROGERS
CLERK**

Elections:

2015-----2 seats: Meredith Rogers & Ernest DeHaas

2016-----2 seats: George Luck Jr. & _____

2017-----1 seat: Christina Klam

BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO. 4
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E-mail: KingstonFireCommissioners@hotmail.com
Website: <http://sbfiredistrict3.com>

REGULAR MEETING HELD ON: March 15, 2015
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: CHRISTINA KLAM, TREASURER X CATHY PAVELEC X
MEREDITH ROGERS, CLERK X ERNST DEHAAS, COM. X
GEORGE LUCK JR. X

Public Portion: Charles S. Tracy, Jr, PEOSH Consultant: gave a presentation about PEOSH and turn-out gear meeting compliance

MINUTES APPROVED: Feb

CORRESPONDENCE RECEIVED FOR THE PERIOD:

- None

TREASURER'S REPORT: Not received

SAVINGS:	1/31: \$372.98	2/28: \$373.00
CHECKING:	1/25: \$6539.63	2/25: \$6534.08

Bills:

- Kingston Post Office for PO Box: \$62.00 paid and approved
- VFIS (Arrived after the meeting): \$229.04 (paid but needs to be approved)

CHIEF'S REPORT: CHIEF'S REPORTS FOR THE MONTH OF JAN & FEB 2015 WAS RECEIVED

ITEMS OF DISCUSSION DURING CHIEF'S REPORT:

- Computer and GPS installed in Chief's vehicle
- Flammable liquid cabinet delivered and in service
- Live burn in April – date TBD
- Three members went to Princeton for a lecture
- Planning for Fire Fighters National Academy meeting June 27-28
- Planning for Fire Expo July 14-18
- Engine 244 has painting complete and back in service

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OLD BUSINESS:

(1) 2014 OFFICERS AS:

**MEREDITH ROGERS, CLERK and CHAIR
CHRISTINA KLAM, TREASURER
ERNST DEHAAS, COMMISSONER**

FRANKLIN TOWNSHIP DISTRICT 4:

**REPRESENTATIVE: CHRISTINA KLAM
ALTERNATE: ERNST DEHAAS**

Schedule of meetings: 3RD Tues. of the month for the year of 2015. August no meeting. Dec 8.
Has been posted at the firehouse & The Kingston Post Office.

1. MR will send meeting minutes to Augie for website – Ongoing

NEW BUSINESS:

1. Nomination of officers:
 - a. Chair: GL
 - b. Treasurer: CK
 - c. Clerk: MR
 - d. Fire Prevention: CK with ED as alternate
2. Meetings scheduled for third Tuesday each month except August (no meeting) and December (moved 1 week early to December 8) – MR to write up schedule
3. Agreement with South Brunswick Commissioners approved, signed, and given to South Brunswick

MEETING ADJOURNED AT: 8:27 pm

RESPECTFULLY SUBMITTED,

**MEREDITH ROGERS
CLERK**

Elections:

2015-----2 seats: Meredith Rogers & Ernest DeHaas

2016-----2 seats: George Luck Jr. & _____

2017-----1 seat: Christina Klam

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REGULAR MEETING HELD ON: April 21, 2015
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.

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ATTENDANCE: CHRISTINA KLAM, TREASURER CATHY PAVELEC X
MEREDITH ROGERS, CLERK X ERNST DEHAAS, COM. X
GEORGE LUCK JR. X

Public Portion: None

MINUTES APPROVED: March

CORRESPONDENCE RECEIVED FOR THE PERIOD:

- None

TREASURER'S REPORT: Not received

SAVINGS:

CHECKING:

Bills:

- VFIS (arrived after the March meeting and was paid): \$229.04 Approved at this meeting

CHIEF'S REPORT: CHIEF'S REPORTS FOR THE MONTH OF MARCH 2015 WAS RECEIVED
ITEMS OF DISCUSSION DURING CHIEF'S REPORT:

- There was an injury at the live fire training; medical treatment was refused and the Chief is following up
- Dave Dressel completed RIT (Rapid Intervention) class; we have 11 members with RIT certification
- Middlesex Co. Fire Chiefs met to discuss an SOP for RIT; we are the only company in SB with this; they indicated they will provide equipment and training
- SB Chiefs met about OEM fire position; also discussed titles (eg, Chief, Fire Fighter, etc)
- Chief is researching the VFIS driving course
- Chief is speaking with the Franklin Fire Academy about a pumper refresher course
- Somerset Co and Franklin Township sent a letter about upgrading radios; our radios have already been upgraded
- Truck Committee reports that the final specs for the new truck are being reviewed

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OLD BUSINESS:

(1) 2014 OFFICERS AS:

**MEREDITH ROGERS, CLERK and CHAIR
CHRISTINA KLAM, TREASURER
ERNST DEHAAS, COMMISSONER**

FRANKLIN TOWNSHIP DISTRICT 4:

**REPRESENTATIVE: CHRISTINA KLAM
ALTERNATE: ERNST DEHAAS**

Schedule of meetings: 3RD Tues. of the month for the year of 2015. August no meeting. Dec 8.
Has been posted at the firehouse & The Kingston Post Office.

1. MR will send meeting minutes to Augie for website – Ongoing

NEW BUSINESS:

1. Financial Disclosure Forms discussed – deadline is April 30, 2015

MEETING ADJOURNED AT: 7:45 pm

RESPECTFULLY SUBMITTED,

**MEREDITH ROGERS
CLERK**

Elections:

2016-----2 seats: George Luck Jr. & _____

2017-----1 seat: Christina Klam

2018-----2 seats: Meredith Rogers & Ernest DeHaas

BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO. 4
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REGULAR MEETING HELD ON: May 19, 2015
CALLED TO ORDER AT: 7:07 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.

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ATTENDANCE: CHRISTINA KLAM, TREASURER X CATHY PAVELEC ___
MEREDITH ROGERS, CLERK X ERNST DEHAAS, COM. ___
GEORGE LUCK JR. X

Public Portion: None

MINUTES APPROVED: April

CORRESPONDENCE RECEIVED FOR THE PERIOD:

- VFIS: New policy plus 1 copy
- Franklin Township: Letter approving salaries
- NJ Statutes
- VFIS newsletter

TREASURER'S REPORT:

SAVINGS: 3/31 = 373.02 4/30 = \$373.04
CHECKING: 3/25 = 6243.22 4/25 = \$6243.41
Payment from Franklin Township received on April 29: \$22,328.50
Bills:

- SB Fire Commissioners: \$18,350.00
- FD #1 for absentee ballots: \$481.08

CHIEF'S REPORT: CHIEF'S REPORTS FOR THE MONTH OF APRIL 2015 WAS NOT RECEIVED
ITEMS OF DISCUSSION DURING CHIEF'S REPORT:

- There was an incident between Mr. Bailey and a coordinator resulting in a police report being filed; internal investigation is ongoing.
- Drill on May 18 went well.
- Decon on truck 284 is installed.
- New nozzle for truck 235 arrived and will be installed

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OLD BUSINESS:

(1) 2015 OFFICERS AS:

**GEORGE LUCK, JR, CHAIR
MEREDITH ROGERS, CLERK
CHRISTINA KLAM, TREASURER
ERNST DEHAAS, COMMISSONER
CATHY PAVOLEK, COMMISSIONER**

FRANKLIN TOWNSHIP DISTRICT 4:

**REPRESENTATIVE: CHRISTINA KLAM
ALTERNATE: ERNST DEHAAS**

Schedule of meetings: 3RD Tues. of the month for the year of 2015. August no meeting.
Has been posted at the firehouse & The Kingston Post Office.

1. MR will send meeting minutes to Augie for website – Ongoing
2. Financial Disclosure Forms discussed – everyone submitted by deadline

NEW BUSINESS:

1. Paperwork has been sent to the auditor.
2. Meeting dates have been published in the Princeton Packet

MEETING ADJOURNED AT: 7:45 pm

RESPECTFULLY SUBMITTED,

**MEREDITH ROGERS
CLERK**

Elections:

2016-----2 seats: George Luck Jr. & Cathy Pavolec

2017-----1 seat: Christina Klam

2018-----2 seats: Meredith Rogers & Ernest DeHaas

**BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO. 4
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REGULAR MEETING HELD ON: June 16, 2015
CALLED TO ORDER AT: 7:00 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
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ATTENDANCE: CHRISTINA KLAM, TREASURER CATHY PAVELEC X
MEREDITH ROGERS, CLERK X ERNST DEHAAS, COM.
GEORGE LUCK JR. X

Public Portion: None

MINUTES APPROVED: May

CORRESPONDENCE RECEIVED FOR THE PERIOD:

- None

TREASURER'S REPORT: not received

SAVINGS:

CHECKING:

CHIEF'S REPORT: CHIEF'S REPORTS FOR THE MONTH OF APRIL AND MAY 2015 WERE
RECEIVED

ITEMS OF DISCUSSION DURING CHIEF'S REPORT:

- Drill was conducted on 6/15/15
- SB Township fireworks are scheduled for July 3; Fire Company will assist
- Chief is assisting Middlesex County in standardizing SOP for rapid intervention
- Chief is working on SOPs for SB Township
- Chief's car is fixed
- Line officers are working on a list of equipment for the new engine
- Specs of the new engine were shown: cost = \$589,000.00; contract negotiations are ongoing

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OLD BUSINESS:

(2) 2015 OFFICERS AS:

**GEORGE LUCK, JR, CHAIR
MEREDITH ROGERS, CLERK
CHRISTINA KLAM, TREASURER
ERNST DEHAAS, COMMISSONER
CATHY PAVOLEK, COMMISSIONER**

FRANKLIN TOWNSHIP DISTRICT 4:

**REPRESENTATIVE: CHRISTINA KLAM
ALTERNATE: ERNST DEHAAS**

Schedule of meetings: 3RD Tues. of the month for the year of 2015. August no meeting.
Has been posted at the firehouse & The Kingston Post Office.

3. MR will send meeting minutes to Augie for website – Ongoing
4. Charlie Hoens was sentenced to 5 years – see notice.
5. Fire Prevention came to a CO call on Union Street; they were helpful
6. Problems with Somerset radios should be fixed – still checking on 1 issue

NEW BUSINESS:

3. New membership drive for the Fire Company is ongoing – new members are very much needed
4. We questioned the SB Commisssioners about having a say on their executive sessions meetings when about staffing issues because we contribute funds; SB is checking their charter to see if allowed (if not, it may be something that needs to be changed)

MEETING ADJOURNED AT: 7:45 pm

RESPECTFULLY SUBMITTED,

**MEREDITH ROGERS
CLERK**

Elections:

2016-----2 seats: George Luck Jr. & Cathy Pavolec

2017-----1 seat: Christina Klam

2018-----2 seats: Meredith Rogers & Ernest DeHaas

**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
Website: <http://sbfiredistrict3.com>**

REGULAR MEETING HELD ON: July 21, 2015
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
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ATTENDANCE: CHRISTINA KLAM, TREASURER X CATHY PAVELEC X
MEREDITH ROGERS, CLERK X ERNST DEHAAS, COM. X
GEORGE LUCK JR. X

Public Portion: None

MINUTES APPROVED: June

CORRESPONDENCE RECEIVED FOR THE PERIOD:

- NJ State Association of Fire Districts March 7 quarterly minutes
- Invitation for a trip to NYC on August 16 from Fire District #1
- Franklin Township Board of Fire Prevention June 11 minu

TREASURER'S REPORT: not received

SAVINGS:	May 30: \$373.06	June 30: not available
CHECKING:	May 25: \$10,222.60	June 25: \$10,222.91

BILLS:

- Thompson Reuters: \$85.60
- NJ Assoc. of Fire Districts: \$300.00
- Princeton Packet: \$47.20
- Franklin Twnsp Fire Prevention: \$662.00

CHIEF'S REPORT: CHIEF'S REPORTS FOR THE MONTH OF JUNE 2015 WAS NOT RECEIVED
ITEMS OF DISCUSSION DURING CHIEF'S REPORT:

- .

OLD BUSINESS:

(1) 2015 OFFICERS AS:

**GEORGE LUCK, JR, CHAIR
MEREDITH ROGERS, CLERK
CHRISTINA KLAM, TREASURER
ERNST DEHAAS, COMMISSONER
CATHY PAVOLEK, COMMISSIONER**

FRANKLIN TOWNSHIP DISTRICT 4:

**REPRESENTATIVE: CHRISTINA KLAM
ALTERNATE: ERNST DEHAAS**

Schedule of meetings: 3RD Tues. of the month for the year of 2015. August no meeting.
Has been posted at the firehouse & The Kingston Post Office.

1. MR will send meeting minutes to Augie for website – Ongoing
2. Ongoing discussion regarding supporting Fire Prevention
3. CP is communicating with Augie of FD#3 regarding being included in Executive Sessions

NEW BUSINESS:

1. Fire Company is dealing with 2 issues: 1) altercation between volunteer and paid staff member; police report filed and investigation is ongoing; 2) Chief Lloyd will be given written warning regarding his reckless driving using the Chief's vehicle; policies regarding use of vehicles is being revised

MEETING ADJOURNED AT: 8:40 pm

RESPECTFULLY SUBMITTED,

**MEREDITH ROGERS
CLERK**

Elections:

2016-----2 seats: George Luck Jr. & Cathy Pavolec

2017-----1 seat: Christina Klam

2018-----2 seats: Meredith Rogers & Ernest DeHaas

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REGULAR MEETING HELD ON: September 15, 2015
CALLED TO ORDER AT: 7:01 pm

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ATTENDANCE: CHRISTINA KLAM, TREASURER X CATHY PAVELEC X
MEREDITH ROGERS, CLERK X ERNST DEHAAS, COM. X
GEORGE LUCK JR. X

Public Portion: 1 person of the public (SB side) attended.

MINUTES APPROVED: July

CORRESPONDENCE RECEIVED FOR THE PERIOD:

- NJ State Association of Fire Districts March 7 quarterly minutes
- Invitation for a trip to NYC on August 16 from Fire District #1
- Franklin Township Board of Fire Prevention June 11 min

TREASURER'S REPORT: not received

SAVINGS: July and August: not available (CK to ask bank about not receiving statements)

CHECKING: July 25: \$9,694.92 Aug 25: \$30,976.35

BILLS:

- None

ISSUES

- Thompson Reuters has not returned PO – CK to contact them
- Audit: complete; need VFIF page stating we have coverage – MR to check for disc.
- SB Fire District 3 Commissioners paid: \$18,350.00

CHIEF'S REPORT: CHIEF'S REPORTS FOR THE MONTHS OF JULY AND AUG 2015 WERE RECEIVED

ITEMS OF DISCUSSION DURING CHIEF'S REPORT:

- 25 Activities
- Engine 3 power steering fixed
- Drill on Sept. 22 with Plainsboro on ladder operation
- Fire member attending National Fire Academy this week
- Vehicle extraction drill coming up
- Researching equipment for new truck
- Deciding on submitting a grant for new radios – Commissioners would need to supply 10%
- Capital budget planning for 2016 has been initiated

OLD BUSINESS:

(1) 2015 OFFICERS AS:

**GEORGE LUCK, JR, CHAIR
MEREDITH ROGERS, CLERK
CHRISTINA KLAM, TREASURER
ERNST DEHAAS, COMMISSONER
CATHY PAVOLEK, COMMISSIONER**

FRANKLIN TOWNSHIP DISTRICT 4:

**REPRESENTATIVE: CHRISTINA KLAM
ALTERNATE: ERNST DEHAAS**

Schedule of meetings: 3RD Tues. of the month for the year of 2015. August no meeting.
Has been posted at the firehouse & The Kingston Post Office.

1. MR will send meeting minutes to Augie for website – Ongoing
2. Ongoing discussion regarding supporting Fire Prevention – they came out for a call but weren't needed
3. CP is communicating with Augie of FD#3 regarding being included in Executive Sessions

NEW BUSINESS:

1. Fire Company is still dealing with 2 issues: 1) altercation between volunteer and paid staff member; police report filed and investigation is ongoing; 2) Chief Lloyd was given written warning regarding his reckless driving using the Chief's vehicle; policies regarding use of vehicles have been revised; we will receive a copy of everything and will draft a letter supporting SB FD #3 and stressing we think more should be done (being drafted by CP)
2. CP is looking into grants from Fire House Subs – will come to the next meeting with literature about their program
3. Kingston will host the annual meeting of Franklin Township Fire Commissioners and Chiefs on October 21 at 7:30; CP to look into local businesses donating food; GL put the meeting on the Fire Company calendar for building use; CK to send announcement to Franklin Township Commissioners
4. Franklin Township Fire Commissioners to attend the next meeting of the Fire Company for a meet-and-greet on October 5 at 7:45 at the Fire House

MEETING ADJOURNED AT: 8:28 pm

RESPECTFULLY SUBMITTED,

**MEREDITH ROGERS
CLERK**

Elections:

2016-----2 seats: George Luck Jr. & Cathy Pavolec

2017-----1 seat: Christina Klam

2018-----2 seats: Meredith Rogers & Ernest DeHaas

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CALLED TO ORDER AT: 7:02 pm

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ATTENDANCE: CHRISTINA KLAM, TREASURER X CATHY PAVELEC X
MEREDITH ROGERS, CLERK X ERNST DEHAAS, COM.
GEORGE LUCK JR. X

Public Portion: Gregg Katzer (accountant) from Hodulik & Morrison PA

MINUTES APPROVED: Sept

CORRESPONDENCE RECEIVED FOR THE PERIOD:

- None

TREASURER'S REPORT:

SAVINGS: Sept. 30: \$373.14
CHECKING: Sept 25: \$12,627.13

BILLS:

- Hodulik & Morrison PA: \$3000.00

ISSUES

- Thompson Reuters has not returned PO – CK to contact them
- Audit: complete; approved and seconded
- Audit recommendation: to get cancelled checks from the bank – CK has put in the request
- Previous SAVINGS statements not received because account was marked “inactive” due to no activity – CK to transfer a dollar every couple of months

CHIEF'S REPORT: CHIEF'S REPORTS FOR THE MONTH OF SEPT 2015 WAS RECEIVED

ITEMS OF DISCUSSION DURING CHIEF'S REPORT:

- Truck Committee visited the factory for a “preconstruction” consultation on the new engine; minimal changes were made to the design; progress can be tracked on line
- Live burn drill scheduled for Oct 25 followed by a lunch at the Fire House
- Quartermaster position is changing
- Planning on submitting a grant for new radios – systems are changing and these radios would be able to handle the switch and replace 2 radios

OLD BUSINESS:

(1) 2015 OFFICERS AS:

**GEORGE LUCK, JR, CHAIR
MEREDITH ROGERS, CLERK
CHRISTINA KLAM, TREASURER
ERNST DEHAAS, COMMISSONER
CATHY PAVELEK, COMMISSIONER**

FRANKLIN TOWNSHIP DISTRICT 4:

**REPRESENTATIVE: CHRISTINA KLAM
ALTERNATE: ERNST DEHAAS**

Schedule of meetings: 3RD Tues. of the month for the year of 2015. August no meeting.
Has been posted at the firehouse & The Kingston Post Office.

1. MR will send meeting minutes to Augie for website – Ongoing
2. Ongoing discussion regarding supporting Fire Prevention – decision made to not pay any more than we are currently but ongoing discussion about reducing our contribution
3. CP is communicating with Augie of FD#3 regarding being included in Executive Sessions – may need to wait until new agreement
4. Letter to the Fire Company from FD#4 Commissioners regarding the Chief's abuse of vehicles was sent Oct 12
5. Criminal charges dropped against volunteer but case still pending against the Fire Company and the SB FD#3 Commissioners regarding a hostel work environment

NEW BUSINESS:

1. Annual meeting of the Franklin Township Fire Commissioners and Chiefs is scheduled for Oct 22 at 7:30pm at the Fire House; CP to get light refreshments; we will arrive at 7pm to set up; main topic of discussion expected to be radios
2. CP is looking into grants from Fire House Subs – will come to the next meeting with literature about their program
3. Franklin Township Fire Commissioners may attend lunch after live burn on Oct 25 or may attend the next meeting of the Fire Company for a meet-and-greet on November 2 at 7:45 at the Fire House (MR cannot attend)

MEETING ADJOURNED AT: 9:04 pm

RESPECTFULLY SUBMITTED,

**MEREDITH ROGERS
CLERK**

Elections:

2016-----2 seats: George Luck Jr. & Cathy Pavelec

2017-----1 seat: Christina Klam

2018-----2 seats: Meredith Rogers & Ernest DeHaas

**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
Website: <http://sbfiredistrict3.com>**

REGULAR MEETING HELD ON: November 18, 2015
CALLED TO ORDER AT: 6:59 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: CHRISTINA KLAM, TREASURER X CATHY PAVELEC ___
MEREDITH ROGERS, CLERK X ERNST DEHAAS, COM. ___
GEORGE LUCK JR. X

Public Portion: None

MINUTES APPROVED: Oct

CORRESPONDENCE RECEIVED FOR THE PERIOD:

- NJ State Association of Fire Districts Sept 18 Quarterly Minutes
- Princeton Packet proof of insertion of audit report summary

TREASURER'S REPORT:

SAVINGS: Oct 30: not received
CHECKING: Oct 25: \$12,627.50

BILLS:

- Princeton Packet: \$48.60

ISSUES

- Received \$168.00 from Franklin Township for State Aid
- Hodulik & Morrison PA payment of \$3000.00 was not cashed – CK to inquire
- CK to look into why we have not received Savings statement

**CHIEF'S REPORT: CHIEF'S REPORTS FOR THE MONTH OF OCT 2015 WAS NOT RECEIVED
ITEMS OF DISCUSSION DURING CHIEF'S REPORT:**

- Last live burn training of the year completed – highly successful
- Chief showed off the new Harris Radio that he is looking into to replace current radios; currently working on the grant
- Chief car was sent to have the auto start repaired
- Federal Reserve District 2 in NYC sent a thank you for providing training materials; they donated to us an MSA air pack for training

OLD BUSINESS:

(1) 2015 OFFICERS AS:

**GEORGE LUCK, JR, CHAIR
MEREDITH ROGERS, CLERK
CHRISTINA KLAM, TREASURER
ERNST DEHAAS, COMMISSONER
CATHY PAVELEC, COMMISSIONER**

FRANKLIN TOWNSHIP DISTRICT 4:

**REPRESENTATIVE: CHRISTINA KLAM
ALTERNATE: ERNST DEHAAS**

Schedule of meetings: 3RD Tues. of the month for the year of 2015. August no meeting.
Has been posted at the firehouse & The Kingston Post Office.

1. MR will send meeting minutes to Augie for website – Ongoing
2. Ongoing discussion regarding supporting Fire Prevention – decision made to not pay any more than we are currently
3. CP is communicating with Augie of FD#3 regarding being included in Executive Sessions – may need to wait until new agreement
4. Annual meeting of the Franklin Township Fire Commissioners and Chiefs was on Oct 22; MR sent CK meeting minutes for review
5. CP is looking into grants from Fire House Subs – will come to the next meeting with literature about their program

NEW BUSINESS:

1. CK to send to Franklin Township the definition of a fire commissioner
2. Discussion with SB FD #3 and Fire Company about radios resulted in the decision to upgrade 12 radios (cost ~\$1,000 each), so that we can communicate with Somerset County, which said they will be changing the system Q1 2016; grant to acquire new radios will be submitted but no guarantee we'll get it or the time frame

MEETING ADJOURNED AT: 8:20 pm

RESPECTFULLY SUBMITTED,

**MEREDITH ROGERS
CLERK**

Elections:

2016-----2 seats: George Luck Jr. & Cathy Pavelec

2017-----1 seat: Christina Klam

2018-----2 seats: Meredith Rogers & Ernest DeHaas

**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
Website: <http://sbfiredistrict3.com>**

REGULAR MEETING HELD ON: February 16, 2016
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 X FLAG WAS SALUTED X ROLL CALL TAKEN X

ATTENDANCE: CHRISTINA KLAM, TREASURER X CATHY PAVELEC ___
MEREDITH ROGERS, CLERK X ERNST DEHAAS, COM. ___
GEORGE LUCK JR. X

Public Portion: Keith Chase

MINUTES APPROVED: none (Jan minutes missing)

CORRESPONDENCE RECEIVED FOR THE PERIOD:

- NJ Association of Fire Districts Dec 5 Quarterly minutes
- NJ Dept. of Census pre-request letter

TREASURER'S REPORT:

SAVINGS: Jan 31: \$193.61
CHECKING: Nov 25: \$8,427.33

BILLS:

- Kingston Postmaster for PO Box: \$70.00

OTHER

- Tax return documents received

CHIEF'S REPORT: CHIEF'S REPORTS FOR THE MONTH OF DEC 2015 AND JAN 2016 WAS RECEIVED

ITEMS OF DISCUSSION DURING CHIEF'S REPORT:

- New batteries added to Chief's vehicle – will need to be monitored due to issues with keeping a charge
- Radio upgrades: the Fire Company responded to 39 calls in Somerset county, 13 for Franklin Township, 5 for Franklin Township District #2, 19 for Franklin Township District #4. While the changes to the Somerset Co. radios (due March/April 2016) will not affect our ability to communicate with Franklin Township, we will no longer be able to communicate with Somerset Co. Since we respond to numerous calls in Somerset, it is important that our radios work in Somerset. However, original costs were incorrect – to upgrade all radios it will cost \$4,000.
- Knox box needs to be replaced. GL looking into it.
- All issues with Life Insurance have been resolved
- LOSAP has been posted.

OLD BUSINESS:

(2) 2015 OFFICERS AS:

**GEORGE LUCK, JR, CHAIR
MEREDITH ROGERS, CLERK
CHRISTINA KLAM, TREASURER
ERNST DEHAAS, COMMISSONER
CATHY PAVELEC, COMMISSIONER**

FRANKLIN TOWNSHIP DISTRICT 4:

**REPRESENTATIVE: CHRISTINA KLAM
ALTERNATE: ERNST DEHAAS**

Schedule of meetings: 3RD Tues. of the month for the year of 2015. August no meeting.
Has been posted at the firehouse & The Kingston Post Office.

6. MR will send meeting minutes to Augie for website – Ongoing
7. Ongoing discussion regarding supporting Fire Prevention – decision made to not pay any more than we are currently
8. CP is communicating with Augie of FD#3 regarding being included in Executive Sessions – may need to wait until new agreement
9. Annual meeting of the Franklin Township Fire Commissioners and Chiefs was on Oct 22; MR sent CK meeting minutes for review
10. CP is looked into grants from Fire House Subs – came with literature; will need to share with the Fire Company
11. Radios – SB #3 approved upgrade to radios to be compatible with Somerset/Franklin

NEW BUSINESS:

1. None

MEETING ADJOURNED AT: 7:30 pm

RESPECTFULLY SUBMITTED,

**MEREDITH ROGERS
CLERK**

Elections:

2016-----2 seats: George Luck Jr. & Cathy Pavelec

2017-----1 seat: Christina Klam

2018-----2 seats: Meredith Rogers & Ernest DeHaas