

BOARD OF FIRE COMMISSIONERS
MANASQUAN FIRE DISTRICT NO. 1
BORO OF MANASQUAN MINUTES OF REGULAR MEETING HELD ON
WEDNESDAY, MARCH 15, 2023

IN ATTENDANCE: John White, Commissioner
Jack Herbert, Commissioner
Drew Coder, Commissioner
Matt Byrne, Commissioner Elect
Kate Sendzik, Attorney

Meeting was called to order by Commissioner White at 7:00 p.m. Flag salute.

The New Jersey Open Public Meetings Law was read.

Commissioner Elect Matthew Byrne was sworn in.

A motion was made by Commissioner Herbert, seconded by Commissioner Byrne to accept the February 15, 2023 Regular Session Meeting minutes.

Commissioner White – Yes	Commissioner Herbert - Yes
Commissioner Triggiano – Absent	Commissioner Byrne – Yes
Commissioner Wick - Absent	

Chief's Report: Chief Hill questioned why E-dispatch is not controlled by the Chief's and officers but through the District. This was clarified by Director Barkalow in the Fire Director Report. Chief Hill wants to use Safety First for repair work and requested to have a monthly meeting with Fire Director Barkalow and Fire Deputy Clayton to keep open communication. Commissioner White asked that he and Commissioner Triggiano also be included in the monthly meetings.

Fire Director Report: Read

Fire Prevention Bureau Report: Read

Attorney Kate Sendzik confirmed the reorganization of the Board as it was determined that Commissioner Byrne would replace Commissioner Coder's previous Chairman and Committee positions. A motion was made by Commissioner Herbert, seconded by Commissioner Byrne that Commissioner Byrne would take on the role of Second Vice Chairman.

Commissioner White – Yes	Commissioner Herbert - Yes
Commissioner Triggiano – Absent	Commissioner Byrne – Yes
Commissioner Wick – Absent	

A motion was made by Commissioner Herbert, seconded by Commissioner Byrne that Commissioner Byrne would take on the Committee rolls of Budget/Insurance/Finance and Equipment/Training/Vehicle & Equipment Maintenance.

Commissioner White – Yes	Commissioner Herbert - Yes
Commissioner Triggiano – Absent	Commissioner Byrne – Yes
Commissioner Wick – Absent	

Attorney Sendzik also presented the following Resolutions for Board renewal..

A motion was made by Commissioner Herbert, seconded by Commissioner Byrne to accept the following Resolutions:

- Resolution Authorizing Additions & Deletions of Signatories
- Resolution Authorizing Established Official Depository
- Resolution Designating Newspapers & Public Places for Postings
- Resolution Establishing Payment of Salaries
- Resolution Reaffirming Board’s Actions, By Laws & Policies

Commissioner White – Yes	Commissioner Herbert - Yes
Commissioner Triggiano – Absent	Commissioner Byrne – Yes
Commissioner Wick – Absent	

Committee Reports:

- Budget/Insurance/Finance: None
- LOSAP/Capital Improvement/By-Laws: None
- Equipment/Training/Vehicle & Equipment Maintenance: None
- Personnel: None

Old Business:

- None

New Business:

Fire Director Chris Barkalow notified that Manasquan and Howell can have a shared service agreement, Howell as lead agency. The Howell Dive Team has offered to take any interested Manasquan members onto their team.

A motion was made by Commissioner Herbert, seconded by Commissioner Byrne in agreement with the shared service agreement with the Howell Dive Team.

Commissioner White – Yes	Commissioner Herbert - Yes
Commissioner Triggiano – Absent	Commissioner Byrne – Yes
Commissioner Wick – Absent	

Requisitions: A motion was made by Commissioner Herbert, seconded by Commissioner Byrne to accept the March 15, 2023 requisitions.

Commissioner White – Yes	Commissioner Herbert - Yes
Commissioner Triggiano – Absent	Commissioner Byrne – Yes
Commissioner Wick – Absent	

Vouchers: A motion was made by Commissioner Herbert, seconded by Commissioner Byrne to accept the March 15, 2023 vouchers.

Commissioner White – Yes

Commissioner Herbert - Yes

Commissioner Triggiano – Absent

Commissioner Byrne – Yes

Commissioner Wick – Absent

Report of Attorney: None

Public Participation: Fire Deputy John Clayton is putting radios back into the Chief cars and in 87 as backup due to a radio failure at Manasquan Police Department. Steve Edwards, Captain of Hook & Ladder No. 1, said 1-90 may have a leak in the brake system and he also was unaware of the E-dispatch change. Captain Edwards asked about rules for new members. Fire Director Barkalow clarified that by State law new members can only train and cannot climb or go on calls until certified..

A motion was made by Commissioner Byrne, seconded by Commissioner Herbert to adjourn the meeting.

Meeting was adjourned 7:22 pm

Commissioner White

REQUISITIONS:

1)	Jeanie Hill – Elections 2023 Election Assistant	200.00
2)	Amanda Burawa – Elections 2023 Elections Assistant	200.00
3)	Squan Tavern – Training & Education Drill Meal 2/16/23	223.20
4)	Peter Hill – Elections Meal for Election Tellers	25.59
5)	Seaboard Fire & Safety – Repars & Maintenance Fire Extinguisher Maintenance & Annual Inspection	518.00
6)	Central Jersey Compliance – Training & Education CPR (5)	300.00
7)	Boro of Brielle – Supplies Estimates 12/22 1/23 2/23	2074.00
8)	Van Wickle Auto Supply – Repairs & Maintenance 27-30 Wiper Blades	60.98
9)	Mistras – Repair & Maintenance NFPA Testing	6755.10
10)	Monmouth County Clerk – Elections Mail in Ballots	869.13
11)	Xerographic Document Solutions – Professional Services Copier Service Contract	395.00
12)	Sendzik & Sendzik – Professional Services Legal Fees	2940.00
13)	NJ Fire Equipment – Repairs & Maintenance SCBA Bottle Hydro	397.80
14)	Defender Emergency Products – Repairs & Maintenance 1-90 Air Horn/2-80 PM	2978.32

15)	Reliance Graphics – Elections Ballots	695.00
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VOUCHERS:

7033	Jeanie Hill - 2023 Elections Assistant	200.00
7034	Amanda Burawa - 2023 Elections Assistant	200.00
7035	CJCC – PO 22-17/T Harassment Training	150.00
7036	Squan Tavern – Drill Meal 2/16/23	223.20
7037	Peter Hill – Meal for Election Tellers	25.59
7038	Sugar Run – April Rent/38 Taylor Ave	2200.00
7039	Polly Cleaning Services – March/38 Taylor Ave	100.00
7040	JCP&L – Electricity/Siren	4.09
7041	Shore Technology Group – March VOIP/Web Service	252.53
7042	Manasquan Board of Fire Commissioners – Payroll 2/4/23-3/3/23	6777.20
7043	Seaboard Fire & Safety - Fire Extinguisher Maint & Annual Inspection	518.00
7044	Central Jersey Compliance – CPR (5)	300.00
7045	NJ American Water – Hydrants/February	471.20
7046	Verizon Wireless – Broadband, Fire Prevention cell & Ipad	331.39
7047	Boro of Brielle – Fuel Estimates, 12/22 1/23 2/23	2074.00
7048	Van Wickle Auto Supply – Wiper Blades 27-30	60.98
7049	Monmouth County Clerk – Mail in Ballots	869.13
7050	Xerographic Document Solutions	395.00
7051	Sendzik & Sendzik – Legal Services	2940.00
7052	NJ Fire Equipment – SCBA Bottle Hydro	397.80
7053	Defender Emergency Products – 1-90 Air Horn/2-80 PM	2978.32
7054	Optimum – 38 Taylor Ave	151.73
7055	Reliance Graphics – Ballots	695.00
7056	Staples – Wireless mouse, coffee, ledger book	137.24