

Board Of fire Commissioners
Dist. 3 Commercial Twp.
PO Box 616 Millville N.J. 08332

Monthly Meeting

10/13/2024

Meeting opened by Larry Coffman with a Flag salute.

September 2024 meeting minutes were read by Kacy Catalano

August 31 2024 special meeting minutes were read by Kacy Catalano – motion to accept the minutes by Dave Carangi seconded by Larry Coffman – all in favor no one opposed

Correspondence

- Kacy Catalano stated that the insurance agent, Roger, with the Lenoard O’Neil Insurance Group has schedule a visit to Laurel Lake Volunteer Fire and Rescue with the loss control officer and himself on 10/29/2024 at 6p.m

Financial Report

- Treasurer’s report given by Larry Coffman
 - Received draw on September 25, 2024
 - All bills have been paid
 - Some line items are over others are under
 - The auditors will balance the budget
 - One more draw for the year in November
 - Majority of that draw will go towards the truck
 - Motion to accept report and approve all bills to be paid by Dave Carangi and 2nd by Larry Coffman, all in favor, no one opposed

Old business

- Repairs to 1301 presented by Kacy Catalano
 - Jim, a represented with Campbell supply, gave confirmation that the parts have been ordered and gave a revised quote (price remained the same) and guaranteed that the repairs will be scheduled by the first week of November
- Fire extinguishers have been inspected presented by Kacy Catalano
 - Inspected by Cumberland Fire protection
- Powerhawk extrication tool presented by Kacy Catalano
 - Per Laurel Lake Volunteer Fire and Rescue’s president, Tyler Tayvinsky, purchased a battery
 - Need to get different screws for the battery connections
 - Cut cable on the system
 - Quote from powerhawk of \$5382 to upgrade
 - Tyler Tayvinsky said the tool unusable for five years
 - Larry Coffman made a motion to table

Fuel Report

- A fuel report for September – October 2024 was given by Kacy Catalano
 - Gas – 696.7 gallons
 - Diesel - 17 gallons
 - Wex bill – 411.17 gallons for \$1313.35
 - Kacy Catalano state that the fire apparatuses are not being kept filled and they need to be filled after every use to ensure proper accounting
 - Tyler Tayvinsky said they should be and he will check the SOPs
 - Motion to accept by Dave Carangi 2nd by Dave Carangi, all in favor, no one opposed

New business

- Laurel Lake Volunteer Fire and rescue will no longer be doing EMS transports presented by Dave Carangi
 - Per Dave Carangi the Wex cards need to be collected, and the account needs to be closed
- MVC involving 1330 on 10/2/2024 presented by Kacy Catalano
 - No one was significantly injured
 - Mild damage to the ambulance – 1330 is out of service
 - Insurance claims are being processed
 - Insurance adjuster has looked at the damage – awaiting report
- Vehicle use for business unrelated to responding to a call presented by Kacy Catalano
 - All use needs to be logged including reason for use, time in and time out
- Cybersecurity presented by Kacy Catalano
 - Remove all remote access to commissioner devices
 - Separate email server for the BOFC
 - Looking into other training, procedures, and standards to implement to reduce insurance premiums
- Application for insurance through FIRST Responder
 - Applications have been submitted by our insurance broker
- Consideration to appoint a person to an open board seat presented by Dave Carangi
 - Dave Carangi made a motion to appoint John Reeves
 - Opposed by Kacy Catalano due to previous violent and aggressive behavior of John Reeves recorded in meeting minutes
 - Opposed by Larry Coffman
 - Question by a member of the public, Jim Crunetti; Can the BOFC appoint someone to that position
 - Per Larry Coffman, our attorney, Braslow, has assured him that we can appoint someone
 - Jim Crunetti state that we should appoint people to both open seats
 - Larry Coffman stated that he wants someone to fill the seat that is going to take on the responsibility of a commissioner, not a

- place holder
- Dave Carangi stated that by not appointing someone is putting the board at risk

Resolutions

- Resolution 10132024
 - Resolution appointing Kacy Catalano as fund commissioner and Larry Coffman as alternative fund commissioner for the FIRST Responder joint insurance fund
- Motion to accept resolution by Larry Coffman 2nd by Dave Carangi, all in favor, no one opposed

Chief's report

- Fire
 - A report was given by Raymond Kletz
 - 10 fire calls in the month of September
 - Asked for approval to purchase boots for Robert Welch
 - Motion to approve by Dave Carangi, 2nd by Larry Coffman, all in favor, no one opposed
- EMS
 - A report was given by Ken Wilson
 - 80 transports
 - 105 primary EMS
 - Special meeting Tuesday with the township committee

Open to the public

- Question from Jim Crunetti about life membership at Laurel Lake Volunteer Fire and Rescue
 - Was told he had to fill out an application for membership, his key fob was disabled, and he was told he wasn't allowed to participate at bingo
 - Kacy Catalano stated that this is not a concern for the BOFC it is a concern for the board of Laurel Lake Volunteer Fire and Rescue, the laws and statutes that govern fire districts and fire companies specifically preclude the BOFC from interfering with the administration of the fire company
- William Petit asked if we paid the active 911 subscription and state that he had been removed
 - Larry Coffman stated that the bill has been paid
- William Petit asked if we had been contributing to LOSAP
 - Larry Coffman stated we are contributing to LOSAP and are still looking for documentation for the contributions that have been made since 2020
- William Petit asked if the EMS budget is paid in full or if it paid quarterly
 - Larry Coffman stated that it is a quarterly payment and there is one more payment
- Tyler Tayvinsky gave the commissioners documentation reflecting that the acting Fire Chief, Raymond Klecz, has the appropriate state required certifications to be a Fire Chief

Roll call

David Carangi, board member, Present

Kacy Catalano, secretary, Present

Larry Coffman Sr, treasurer, Present

Motion to adjourn by Larry Coffman and 2nd Kacy Catalano, all in favor, no one opposed