

# **Board Of fire Commissioners**

## **Dist. 3 Commercial Twp.**

PO Box 616 Millville N.J. 08332

### **Monthly Meeting**

12/08/2024

Meeting opened by Dave Carangi with a Flag salute.

October 2024 meeting minutes were read by Kacy Catalano- motion to accept by Dave Carangi seconded by Larry Coffman – all in favor no one opposed

### **Correspondence**

- Check received by highland claims for damages 1330
  - Highland claims service is the agency hired by First Responder JIF to process insurance claims
  - No documentation reflecting the value of the check
  - **Waiting to cash the check until documentation reflecting the value of the check is provided by highland claims services**
- Kacy Catalano received an email from Leonard O'Neil insurance group with insurance premiums for 2025
  - \$99,917, a 6% increase from 2024's premium
  - Less than the 9% increase from 2023 – 2024
  - Already under contract with First Responder JIF until 2027
- Emails between Kacy Catalano and Jim Miller, from Campbell Supply
  - The proposed work on 1301 was completed on November 6, but the engine is still leaking
  - Jim Miller stated that the work done was to fix the LDH discharge and prevent pressure from building up behind the discharge lines
  - Jim Miller, based on pictures sent of the leaks, believes the pump packing is leaking
  - Jim Miller's supervisor, Nick Raymond, sent a quote for \$5,985 to replace the pump packing and state that it can be dropped off on 12/16/2024
  - **Dave Carangi to call Campbell Supply to schedule a visit to inspect and get a better estimate**
- Kacy Catalano received a notification from firstdue.com on November 1, 2024 stating that the website would be down permanently on December 1, 2024
- LLFR-EMS OEMS Vehicle List given to Kacy Catalano by Ken Wilson
  - 1327 is good
  - 1326 is good
  - 1328 is missing its registration, has an active check engine light, has a chip in the windshield and needs to be inspected
  - 1330 needs body work done and needs to be inspected
- Auditor requested information
  - Under new business

### **Financial Report**

- Treasurer's report given by Larry Coffman
  - All bills have been paid to date
  - Waiting on draw, should have received already, Larry will contact the township
  - Doing well, this is the first time since Larry has been treasurer that we will have the full capital outlay in the bank account at the end of the year
  - Still waiting on bill from Campbell Supply
  - Auditors requested
    - LOSAP information
    - Planned budget for 2025
    - Agreement to fight fire
    - Names and contacts of all commissioners
  - 2025 budget
    - A motion was made by Larry Coffman to use the same budget for 2025 as 2024, the motion was seconded by Kacy Catalano, all in favor, no one opposed
    - Resolution 12082024-4: approval of compensation for commissioners
    - Resolution 12082024-5: budget resolution
    - Resolution 12082024-6: agreement to fight fires
  - Will also need an EMS agreement

### **Old business**

- Appointment of John Reeves to one of the vacant board seats until February 2025 election
  - Motion by Larry Coffman, seconded by Dave Carangi all in favor no one opposed
  - Oath read and signed by John Reeves

- Resolution 12082024-2: appointing John Reeves to the vacant board seat
- Repairs to 1301 presented by Kacy Catalano
  - Repairs completed 11-06-2024
  - Tyler Tayvinsky verified operation of LDH discharge – appears in good working order
  - Truck is still leaking – refer to correspondence
- Damage to 1330
  - **Dave Carangi to contact VCI emergency vehicle repairs to schedule estimate and repairs**
- Powerhawk extrication tool presented by Kacy Catalano
  - Tabled to next month – motion by Larry Coffman, seconded by Dave Carangi all in favor no one opposed

#### **Fuel Report**

- A fuel report for October-November 2024 was given by Kacy Catalano
  - Gas – 439 gallons
  - Diesel – 70.4 gallons
- A fuel report for November-December 2024 was given by Kacy Catalano
  - Gas – 433 gallons
  - Diesel – 96 gallons
- Kacy Catalano stated that he plans on adjusting the reports to be from the first of one month to the first of the next month as well as graphing fuel consumption over the course of the year
- Motion to accept fuel reports by Dave Carangi 2<sup>nd</sup> by Larry Coffman, all in favor, no one opposed

#### **New business**

- Reorganization of board
  - Dave Carangi – chairman
  - Larry Coffman – treasurer
  - Kacy Catalano – secretary
  - John Reeves – board member
  - Vacant – board member
  - Resolution 12082024: reorganizing the board
  - Motion to accept by Dave Carangi, 2<sup>nd</sup> by Larry Coffman, all in favor no one opposed
- LOSAP
  - Introduce to questions on the ballot
    - One, increase the payment to a max of \$1150
    - Second, change the schedule of points
    - Motion to table until next the meeting by Dave Carangi, seconded by Kacy Catalano, all in favor no one opposed
  - Appointment of a contact for LOSAP
  - Resolution 12082024-1: appointing Larry as contact for LOSAP
- Website
  - Kacy Catalano made a new website using WIX : [commercialtwpbofc3.com](http://commercialtwpbofc3.com)
    - Would like to hire a company to manage the website and apply for .gov domain
  - Dave Carangi asked about consolidating the fire district website and laurel lake volunteer fire and rescue
  - Dave Carangi made a motion to allow the website management to be outsourced, seconded by Larry Coffman, all in favor, no one opposed
- Email and Microsoft office 365
  - Kacy Catalano state that he has been using his personal email to correspond with different business for commissioner business as well as using LLVFR's office account
  - Would like to purchase an office 365 subscription and utilize their email server
  - Motion made by Dave Carangi to purchase office 365 with email, seconded by Larry Coffman, all in favor, no one opposed
- EMS and Fire agreements
  - Tabled to next month
- Appeal by William Pettit for decision made by Laurel Lake Volunteer Fire and Rescue's board of trustees regarding charges brought against William Pettit by an investigation committee
  - William Pettit submitted documents to the board
  - Ken Wilson gave Dave Carangi an OPRA request for all information submitted to the board by William Pettit
  - William Pettit asked for the appeal to be discussed in an executive session
    - Resolution 12082024 – 3: resolution to go into executive session to discuss appeal made by William Pettit on 12/08/2024 at 17:00 to be disclosed to the public immediately after
    - Motion by Dave Carangi, seconded by Larry Coffman, all in favor except Kacy Catalano who abstained

#### **Executive Session**

- Closed scheduled meeting for executive session

- Reopened scheduled meeting after executive session
- A report on the executive session was given to the public
- Dave Carangi made a motion to grant the appeal under the following terms
  - William Pettit will immediately resign from Laurel Lake Volunteer Fire and Rescue
  - William Pettit will keep his status as a Life member
  - William Pettit will have to reapply to be a member of Laurel Lake Volunteer Fire and Rescue and follow the process as outlined by Laurel Lake Volunteer Fire and Rescue's bylaws
  - The motion was seconded by Larry Coffman, all in favor except for Kacy Catalano who abstained

#### **Chief's report**

- Fire
  - A report was given by John Reeves on behalf of Raymond Kletz
    - 17 fire calls in the month of November
- EMS
  - A report was given by Ken Wilson
    - 92 primary EMS

#### **Open to the public**

- Jim Crunetti presented two documents to the board
  - A letter requesting a leave of absence from Laurel Lake Volunteer Fire and Rescue January 2016 to July 2016
  - A letter requesting life membership from Laurel Lake Volunteer Fire and Rescue from May 2010
  - After presenting the documents Jim Crunetti threw something on the table in front of Tyler Tayvinsky and walked out
  - The documents were then read to the public by Larry Coffman
- Ken Wilson requested approval to purchase batteries for Stryker Stretchers
  - Currently there are only two batteries that work, but are not working properly
  - A motion was made by Dave Carangi to approve up to \$2500 for the purchase of 4 batteries for the Stryker Stretches, seconded by Larry Coffman, all in favor, none opposed

Motion to adjourn the meeting by Kacy Catalano, Seconded by Larry Coffman, all in favor, no one opposed

#### **Roll call**

David Carangi, Chairman, Present

Larry Coffman Sr, Treasurer, Present

Kacy Catalano, Secretary, Present

John Reeves, Board member, Present

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