

December 13, 2023

**Hazlet Township Town Hall
1766 Union Avenue, 2nd
Floor Hazlet, NJ 07730**

The **REGULAR MEETING** was opened by Chairman Les Parleman at 8:00pm. Chairman Parleman led the pledge to the flag, followed by a moment of silence by those affected by the recent geopolitical events.

In compliance with the OPEN PUBLIC MEETING ACT of the State of New Jersey, adequate notice of this meeting was provided in the following manner:

On December 19, 2022, advance written notice of this meeting was posted at Town Hall, 1766 Union Avenue, Hazlet, NJ;

On December 22, 2022, advance written notice of this meeting was sent to the Newark Star Ledger and the Asbury Park Press; and

On December 19, 2022, copies of the advance written notice were mailed to all persons who requested and paid for such notice.

Chairman Parleman directed Commissioner Storcks to enter into the minutes: this announcement and the advance written notice of this meeting.

Chairman Parleman called for a ROLL CALL:

Commissioner Malloy	- Present
Commissioner Parleman	- Present
Commissioner Schroeck J C	- Present
Commissioner Schroeck J. J.	- Absent (present via GoogleMeet after start)
Commissioner Storcks	- Present
Matthew Donahue- Attorney	- Present
Michelle Barney, QPA	- Present

Also Present:

Edward Schmidt, Twp Chief	- Present
Craig Spirko, 1 st Asst. Chief	- Present
Robert Steiner, 2 nd Asst Chief	- Present
Tom Horner, Fire Official	- Present
Steve Schmidt - First Aid Chief	- Present at 7:37pm

A MOTION to approve the November 8, 2023 workshop, regular, and executive session minutes was offered by Commissioner J.C. Schroeck, seconded by Commissioner Parleman

All in Favor, Commissioner Malloy abstained

FINANCIAL REPORT

QPA Michele Barney submitted the attached financial reports indicating the account balances.

A motion to approve financial report offered by Commissioner Storcks, seconded by Commissioner JC Schroeck

ROLL CALL VOTE:

Commissioner Malloy	- Yes
Commissioner Parleman	- Yes
Commissioner J.C. Schroeck	- Yes
Commissioner J.J. Schroeck	- Absent
Commissioner Storcks	- Yes

Commissioner Parleman presented the attached list of operating account and fire bureau bills to be paid. There are adequate funds to pay the bills.

A motion to approve the bills to be paid offered by Commissioner Malloy, seconded by Commissioner JC Schroeck

ROLL CALL VOTE:

Commissioner Malloy	-Yes
Commissioner Parleman	-Yes
Commissioner Schroeck J C	-Yes
Commissioner Schroeck J. J.	-Absent
Commissioner Storcks, M	-Yes, but abstain from Bills 23-372 to the County of Monmouth.

REQUISITIONS/PURCHASE ORDERS

Michelle reported we are going to order the radios and hose as soon as possible in January.

She also reported the quotes need to be looked at and make sure the information is accurate.

PPE should be ordered in the 2nd quarter but before June

Correspondence

Nothing to report

Old Business

Nothing reported.

CHIEFS REPORTS

Township Chief Edward Schmidt-

- Asked if any of the emails sent to the board were spoken about. Discussion ensued about issues with the vendor and not being able to order other items. He asked why equipment spending is closed in September.
- Maintenance needs to be done on 380
- Contacted the adjuster from the insurance company for damage on 380. In contact with Fire and Safety and waiting to hear back.
- Commissioner Parleman thanked Chief Schmidt for the last 3 years of hard work and dedication to the township.

1st Assistant Chief Craig Spirko-

- Brush 193 out mechanically repaired. Have to fix the emergency lighting, then it will be back in service.
- Next year's plans – Policies need to be looked at for the safety of the personnel. (Respiratory protection plan, hospitals for burns, other injuries) Need to work on a policy to protect our personnel.
- Will meet with the other chiefs in reference to setting up training and mandated training (BBP, RTK, fit tests)
- Still waiting on PM from Fire and Safety
- 190 still has a hydraulic leak that Fire and Safety is looking at. They are saying it may need to go out to Seagrave.

2nd Assistant Chief Rob Steiner-

- Air packs have been tested, waiting on the report, Michelle only received the invoice which showed 2 minor repairs.
- Rescue 285 had a stop engine light issue that has been fixed at no cost.
- 287 Tahoe had an emergency light issue. They corrected it for free. It was a loose wire.
- Ladder 291 is not scheduled to go out until 2/29/24 (waiting for more parts)
- Commissioner Storcks asked if Chief Steiner had been in contact with the rescue equipment dealer. Chief Steiner reported the vendor is finally answering emails and we are setting up a date in the future.

Budget Hearing

At 8:03 PM a motion was offered by Commissioner Malloy, seconded by Commissioner JC Schroeck to open the budget hearing. AIF

QPA Michelle Barney gave a presentation of the budget submitted to the state.

At 806 PM, the public was given the opportunity to speak.
No comments from the public.

Commissioner Storcks stated he was against the budget due to the following: The budget is only prepared by the QPA and treasurer and there was no other insight from the other Commissioners. The compensation for all commissioners is not the same and they should be. Also, the operation chiefs asked for equipment (radios) that costs significantly less than what the Board majority is making them spend. At approximately 25 portable radios, the Board is looking to spend approximately \$150,000 over what the chiefs are requesting.

At 808 PM a motion was offered by Commissioner Malloy, seconded by Commissioner JC Schroeck to close the budget hearing. AIF

Motion by Commissioner JC Schroeck, seconded by Commissioner Malloy to adopt the budget as presented.

- Commissioner Malloy - Yes
- Commissioner Parleman - Yes
- Commissioner J.C. Schroeck - Yes
- Commissioner J.J. Schroeck - Yes
- Commissioner Storcks - No

At 8:09pm, the regular meeting resumed:

Fire Official Thomas Horner-

- Commercial Inspections YTD 855
- CCO's YTD 487
- Vehicle 430 went out to Winner Ford and the leak in a brake light lens was repaired.
- Brookdale College left the building at 1 Crown Plaza. It will be renovated and made back into a warehouse style facility. The alarm and suppression system will still be operational.

FIRST AID - Steve Schmidt- progress. Covid still around so masking in hospitals is coming back.

NEW BUSINESS

-1st quarter of LOSAP is due on January 5, 2024

-Commissioner Parleman noted the board is adopting the new Junior FF application Motion offered by Commissioner Storcks, Seconded by Commissioner JJ Schroeck, AIF.

-Commissioner Parleman noted the purchasing operating manual has been updated by QPA Michelle Barney. Michelle to meet with Chiefs or any other personnel who it applies to, review in January.

Motion offered by Commissioner Malloy, seconded by Commissioner JJ Schroeck, AIF.

-Fit testing -all Fire District personnel must test with their Fire District issued equipment and must be tested here. No more taking fit tests from other agencies.

Consent agenda:

The following resolutions are by consent agenda. All matters listed under Consent Agenda are considered routine by the Board of Fire Commissioners and will be enacted by one motion.

Resolution 2023-034 Board positions

Resolution 2023-035 Appoint Accountant

Resolution 2023-036 QPA

Resolution 2023-037 Adopt PTO

Resolution 2023-038 Cash management plan

Resolution 2023-039 Approval/payment of claims

Resolution 2023-040 Designating surety bonding

Resolution 2023-041 Designation official newspaper

Resolution 2023-042 Authorizing meeting schedule

Resolution 2023-043 appoint fire official

Resolution 2023-044 appoint fire inspector

Resolution 2023-045 appoint acting fire official

Resolution 2023-046 Titles for Department Chiefs

Resolution 2023-047 Authorizing Encumbrance

Resolution 2023-048 Appointment of Attorney

Commissioner JC Schroeck and Commissioner Storcks noted that 2023-046 is just a change in title to Chief, Deputy Chief, and Assistant Chief. No other changes.

Motion offered by Commissioner Malloy, seconded by Commissioner JJ Schroeck to approve the consent agenda resolutions 2023-034 through 2023-048

Commissioner Malloy - Yes

Commissioner Parleman - Yes

Commissioner J.C. Schroeck - Yes

Commissioner J.J. Schroeck - Yes

Commissioner Storcks - Yes

At 8:16PM the meeting was open to the public. In accordance with the Open Public Meetings Act, each member of the public will be given a maximum of 3 minutes for public comment.

Chief Elect William McCarron WKFC was going to ask about the purchasing procedure which he now knows will be provided. He stated it would have been more beneficial if this was done years ago. Michelle advised there was a very basic version, which is why there was a full update

Rob Preston- Question in reference to the annual allowance distribution. Members who are coming in doing work, are not entitled to the benefit. Requests this be modified to include them since this policy was never updated to include them. Commissioner Parleman stated this was spoken about and a committee will be set up to address this issue.

Mr. Preston asked why the consent agenda isn't available to the public prior to the meeting. He stated this should be made public prior to the start of the meeting. Maybe you should look into putting this out for the public to review before the start of the meeting.

Public comments closed at 8:27pm.

At 8:27pm a motion to close the meeting was offered by Commissioner JC Schroeck, seconded by Commissioner Storcks.

All in favor



Les Parleman, Commissioner, Chairman



Michael C. Storcks, Commissioner, Clerk