

South Essex Fire Department

COMMITTEE MEETING MEETING AGENDA

Tuesday December 12, 2023 – 3:00 PM
Maplewood Township Building, Main Conference Room,
574 Valley St., Maplewood Township, NJ 07040

ORDER OF BUSINESS

1. Call Meeting to Order

2. Roll Call

Committee Member Collum
Committee Member De Luca
Committee Member Lembrich
Alternate Committee Member Lewis-Chang
Alternate Committee Member Dafis
Mr. Loehner, Chief Executive Officer

3. Meeting Notice Statement

In accordance with the Open Public Meeting Act of the State of New Jersey, adequate notice of this meeting has been provided to the official newspapers of the Village and Township, posted on the Village's website and filed in the Office of the Village Clerk. Official action may be taken.

4. Announcements

- A. Regular Meetings of the South Essex Fire Department Management Committee have been noticed on the 2nd Tuesdays at 3:00 p.m., at the Township of Maplewood Town Hall, 574 Valley St. Maplewood Township, NJ 07040, to consider essential and regular business items.

The last order of business to be conducted by the South Essex Fire Department's Management Committee at all regular meetings will be the consideration of a resolution permitting the South Essex Fire Department's Management Committee to convene into closed Executive Session for the purposes of discussing those matters exempted from public session as permitted by the Open Public Meetings Act, N.J.S.A. 10:4-12 et. seq.

5. Public Comment

Open to the Public for agenda items only. Each speaker shall have one turn and not to exceed 3 minutes. There will be another Public Comment at the conclusion of the meeting. Please identify yourself with your name and address and please remain courteous.

6. Resolutions on Consent Agenda

2023-44 2024 Risk Management Consultant

7. Approval of Bills

Chief Executive Officer, Adam D. Loehner audited and presents the Bills List dated December 8, 2023 The Management Committee has been provided with a copy of the Bills List prior to the meeting for examination.

2023-45 RESOLUTION AUTHORIZING PAYMENT OF BILLS AND THE
ISSUANCE OF CHECKS FOR THE PERIOD THROUGH
December 8, 2023 IN THE TOTAL AMOUNT OF
\$1,064,992.59

8. Committee Member Updates

9. Chief Executive Officer

Civil Service – Call for Test: Deputy Chief and Captains
Budget Process Begins

10. Chiefs Updates

Completed Live Burn Training
Transfers (Jan. 1, 2024)
EMT Training begins Jan. 24th
Vehicle Registration

11. Old Business

12. New Business

2024 Schedule

13. Public Comment

Each speaker shall have one turn and not to exceed 3 minutes. Please identify yourself with your name and address and please remain courteous.

14. Resolution to go into Executive Session

2023-46 RESOLUTION AUTHORIZING AN EXECUTIVE SESSION AT THE DECEMBER 12, 2023, REGULAR MEETING OF THE SOUTH ESSEX FIRE DEPARTMENT COMMITTEE MEETING.

Matter/ (OPMA Exception)
Executive Session
• Personnel

15. Reconvene into Open Session – Roll Call

Committee Member Collum
Committee Member De Luca
Committee Member Lembrich
Alternate Committee Member Lewis-Chang
Alternate Committee Member Dafis
Mr. Loehner, Chief Executive Officer

16. Adjournment

SOUTH ESSEX FIRE DEPARTMENT

2024 RISK MANAGEMENT CONSULTANT

WHEREAS, the South Essex Fire Department has resolved to join the First Responder Joint Insurance Fund ("FIRST") following a detailed analysis; and

WHEREAS, the Bylaws of FIRST require that each entity designate a Risk Management Consultant to perform various professional services as detailed in the Bylaws and Risk Management Plan; and

WHEREAS, the Bylaws indicate that FIRST shall pay each Risk Management Consultant a fee to be established annually by the Executive Committee;

NOW THEREFORE, BE IT RESOLVED that the South Essex Fire Department does hereby appoint Brown & Brown as its Risk Management Consultant for 2024 in accordance with the Fund's Bylaws.

Committee Members	Motion	Second	Ayes	Nays	Abstain	Absent
Collum						
De Luca						
Lembrich						
Alternate Members						
Lewis-Chang						
Dafis						

CERTIFICATION

I, Adam D. Loehner, Chief Executive Officer of the South Essex Fire Department, County of Essex, State of New Jersey, do hereby certify that this is a true and correct copy of the Resolution adopted by the South Essex Fire Department at their regular meeting held on Tuesday, December 12, 2023.

Adam D. Loehner, Chief Executive Officer

P.O. Type: All
Print Alpha, Revenue, & G/L Accounts: Y
Format: Detail without Line Item Notes
Range: 2-First
Rcvd Batch Id Range: First to Last
Vendors: All
Received Date Range: 11/18/23 to 12/08/23
Include Non-Budgeted: Y
Subtotal CAFR: No

Department Page Break: No
CAFR Page Break: No
Subtotal Department: Yes

Account	Description	Item Description	Amount	Stat	Chk	Enc	First Rcvd Date	Chk/Void Date	Invoice	PO Type
3-01-20-1000-1100	PROFESSIONAL SERVICES									
23-00074	4 JCTS0005 JCT SOLUTIONS, INC.	IT MONTHLY SERVICES 3/23-10/23	21,000.00	R			03/24/23 12/07/23		85600-85606	B
23-00476	1 BATT005 BATTAGLIA ASSOCIATES LLC	FINANCIAL MGT SERVICES SEFD	4,500.00	R			12/05/23 12/07/23		SOM-2023-11	
			25,500.00							
	Department Total:		25,500.00							
3-01-23-1172-000	EMPLOYEE GROUP BENEFITS									
23-00478	1 SHRP0005 SHRP	HEALTH BENEFITS DECEMBER 2023	141,765.05	P	7		12/06/23 12/06/23	12/06/23		
23-00482	1 DELTA005 DELTA DENTAL OF NJ, INC.	DENTAL BENEFITS DEC 2023	4,392.08	R			12/08/23 12/08/23			
			146,157.13							
3-01-23-1182-000	GENERAL LIABILITY/WORKER'S COMP									
23-00479	1 FIRST015 FIRST RESPONDER JOINT INS. FUN	FINAL ASSESSEMENT BILL	404,570.00	R			12/06/23 12/07/23			
	Department Total:		550,727.13							
3-01-25-2651-0001	FULL-TIME SALARIES									
23-00481	1 TOWNS005 TOWNSHIP OF MAPLEWOOD	2023 PAYROLL EXPENSES D. ROSS	73,432.80	R			12/08/23 12/08/23			
3-01-25-2652-0150	SPECIAL FIRE EQUIPMENT									
23-00417	1 NEWJE005 NEW JERSEY FIRE EQUIPMENT	2-3M/SCOTT #2201564-11 RIT-PK	6,523.62	R			10/09/23 12/07/23			
23-00417	2 NEWJE005 NEW JERSEY FIRE EQUIPMENT	QD, FEMALE, CHECK, HANSEN	513.16	R			10/09/23 12/07/23			
23-00417	3 NEWJE005 NEW JERSEY FIRE EQUIPMENT	E,MALE,CHECKE,DQUICK DISCONN	600.68	R			10/09/23 12/07/23			
23-00417	4 NEWJE005 NEW JERSEY FIRE EQUIPMENT	O-RING	10.72	R			10/09/23 12/07/23			
23-00417	5 NEWJE005 NEW JERSEY FIRE EQUIPMENT	ADAPTER,AIRLINE UEBSS	55.48	R			10/09/23 12/07/23			
			7,703.66							
3-01-25-2652-0170	RADIO MAINTENANCE									
23-00446	1 FEDER005 FEDERAL LICENSING, INC	FCC RENEWAL	120.00	R			11/17/23 12/07/23			

Account P.O. Id Item Vendor	Description	Item Description	Amount	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	P.O. Type
3-01-25-2652-1000	OFFICE EXPENSE AND SUPPLIES								
23-00457 1 CANON01	CANON FINANCIAL SERVICES, INC	MONTHLY SERVICE 11/01-11/30/23	293.24	R	12/05/23	12/08/23		31547022	
23-00461 1 TGIND005	T & G INDUSTRIES INC	MONTHLY SERVICE 11/23-12/23/23	1,291.00	R	12/05/23	12/08/23		5027435042	
			1,584.24						
3-01-25-2652-1400	EDUCATIONAL COURSES / TRAINING								
23-00425 1 JOSEP020	JOSEPH GIORGIO	8.5x11 LAMINATING	41.37	R	10/17/23	12/07/23		0020033726	
23-00458 1 COUNT005	COUNTY OF BERGEN	CT FIRE ATTACK - CBT-23-08	2,475.00	R	12/05/23	12/08/23		23-77	
23-00459 1 COUNT005	COUNTY OF BERGEN	LIVE BURN SUPPLIES	150.00	R	12/05/23	12/08/23		23-05	
23-00470 1 COUNT020	COUNTY OF UNION	FIRE ACADEMY TRAINING - ICS	100.00	R	12/05/23	12/08/23		23000894	
			2,766.37						
3-01-25-2652-1500	AUTO MAINTENANCE / EXPENSE								
23-00059 1 AUTOZ005	AUTO ZONE STORES LLC	HOME COND & HOWES DIESEL TREAT	44.97	R	03/14/23	12/07/23		5266281516	
23-00059 2 AUTOZ005	AUTO ZONE STORES LLC	HOWES DIESEL TREA DIESEL FUEL	11.19	R	03/14/23	12/07/23		5266281516	
23-00059 3 AUTOZ005	AUTO ZONE STORES LLC	OIL ABS 448 FULLER 7133 MOLTAN	99.80	R	03/14/23	12/07/23		5266334703	
			155.96						
3-01-25-2652-1501	APPARATUS / EQUIPMENT								
23-00428 1 PPLAW005	P&P LAWNMOWERS INC	GAL PRE MIX	200.00	R	10/25/23	12/07/23		152551	
3-01-25-2652-2000	BUILDING REPAIR AND MAINT								
23-00414 1 SPRUC005	SPRUCE INDUSTRIES	DUAL HE CLEANBURST LQD DTRG	198.21	R	10/09/23	12/08/23		1140487	
3-01-25-2653-1100	EMT BILLING								
23-00447 1 AMBU02	AMBULANCE BILLING COMPANY, LLC	EMS BILLING - OCT 1- 31, 2023	2,200.64	R	11/17/23	12/08/23		1439	
	Department Total:		88,361.88						
3-01-31-2652-1200	WASTE MANAGEMENT								
23-00472 1 WASTE01	WASTE MANAGEMENT OF NJ, INC.	MONTHLY SERVICE-12/01-12/31/23	183.75	R	12/05/23	12/08/23		3485703-2433-8	
3-01-31-2652-1201	CABLE VISION								
23-00471 1 COMCA005	COMCAST BUSINESS	MONTHLY SERVICE 11/15-12/14/23	52.00	R	12/05/23	12/08/23		11/15-12/14/23	
23-00475 1 OPTIM005	OPTIMUM	MONTHLY SERVICE 11/23-12/22/23	2.12	R	12/05/23	12/08/23		07844115418010	
			54.12						
3-01-31-2652-1202	PSEG ELECTRIC/GAS								
23-00445 1 PSEG0005	PSEG&G	MONTHLY SERVICE 10/03-10/31/23	1,830.36	R	11/17/23	12/07/23		605506342172	

Account P.O. Id Item Vendor	Description	Item Description	Amount	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	P.O. Type
3-01-31-2652-1202	PSEG ELECTRIC/GAS	Continued							
23-00467 1 PSEG0005 PSE&G		MONTHLY SERVICE 10/18-11/15/23	2,354.76	R	12/05/23	12/08/23		605107044788	
23-00468 1 PSEG0005 PSE&G		MONTHLY SERVICE 10/18-11/16/23	696.83	R	12/05/23	12/08/23		604107375411	
			4,881.95						
3-01-31-2652-1203	NJ AMERICAN WATER								
23-00473 1 NEWJE010 NEW JERSEY AMERICAN WATER		MONTHLY SERVICE 10/18-11/16/23	126.77	R	12/05/23	12/08/23		608756010639	
3-01-31-2652-1204	TELEPHONE								
23-00453 1 VERIZ005 VERIZON		MONTHLY SERVICE - MARCH 2023	190.13	R	12/05/23	12/08/23		9929005875	
23-00454 1 VERIZ005 VERIZON		MONTHLY SERVICE-11/11-12/10/23	114.65	R	12/05/23	12/08/23		111023	
			304.78						
Department Total:									
			5,551.37						
			670,140.38						
			670,140.38						
T-13-55-2000-320	AFLAC								
23-00451 1 AFLAC005 AFLAC		EE CONTRIBUTIONS NOV 2023	1,249.50	P	6 12/04/23	12/04/23	12/04/23		
T-13-55-2000-440	FMBA LOCAL 25								
23-00449 1 SOUTH025 SOUTH ESSEX NJFMBA LOCAL 25		EE DUES NOVEMBER 2023	6,440.00	R	12/04/23	12/07/23			
T-13-55-2000-450	FMBA LOCAL 240 SUPERIORS								
23-00450 1 SOUTH030 SOUTH ESSEX NJFMBA LOCAL 240		EE DUES NOVEMBER 2023	2,940.00	R	12/04/23	12/07/23			
Department Total:									
			10,629.50						
			10,629.50						
			10,629.50						

Account P.O. Id Item Vendor	Description	Item Description	Amount	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	PO Type
3-01-08-2400-0000 23-00480 1 TOWNS005 TOWNSHIP OF MAPLEWOOD	EMS BILLING	EMS BILLING DUE TO MAPLEWOOD	384,222.71	R	12/08/23	12/08/23			
Revenue Total:			384,222.71						
Total Charged Lines: 37			Total List Amount: 1,064,992.59	Total Void Amount: 0.00					

Totals by Year-Fund				
Fund Description	Fund	Budget Total	Revenue Total	G/L Total
				Total
	3-01	670,140.38	384,222.71	0.00
	T-13	10,629.50	0.00	0.00
Total of All Funds:		680,769.88	384,222.71	0.00

1,054,363.09

10,629.50

1,064,992.59