

South Essex Fire Department

COMMITTEE MEETING MEETING AGENDA

Tuesday October 22, 2024 – 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 Adams
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 4th 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. Approval of Minutes

Chief Executive Officer is requesting the Management Committee Members' approval of the minutes for the following meetings:

- September 24, 2024
- 2024-33 - RESOLUTION APPOINTING CAPTAIN KEITH ADDIE TO THE POSITION OF INTERM DEPUTY FIRE CHIEF IN THE SOUTH ESSEX FIRE DEPARTMENT

7. Resolutions on Consent Agenda

2024-34	RESOLUTION AUTHORIZING THE APPROVAL OF THE 2024 BUDGET OF THE SOUTH ESSEX FIRE DEPARTMENT
----------------	---

8. Approval of Bills

Chief Executive Officer, Adam D. Loehner audited and presents the Bills List dated October 18, 2024 The Management Committee has been provided with a copy of the Bills List prior to the meeting for examination.

2024-35	RESOLUTION AUTHORIZING PAYMENT OF BILLS AND THE ISSUANCE OF CHECKS FOR THE PERIOD THROUGH October 18, 2024 IN THE TOTAL AMOUNT OF \$289,484.22
----------------	--

9. Committee Member Updates

10. Chief Executive Officer

Fire Prevention Month:

November 3rd Fire Prevention Event Station 3 (Chili Cook off)

Promotion Ceremonies: working on a date for this

11. Chiefs Updates

12. Old Business

13. New Business

14. 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.

15. Resolution to go into Executive Session

2024-36 RESOLUTION AUTHORIZING AN EXECUTIVE SESSION AT
THE OCTOBER 22, 2024 REGULAR MEETING OF THE
SOUTH ESSEX FIRE DEPARTMENT COMMITTEE MEETING.

Matter/ (OPMA Exception)

Executive Session

- Personnel

16. Reconvene Into Open Session – Roll Call

Committee Member Collum

Committee Member De Luca

Committee Member Lembrich

Alternate Committee Member Lewis-Chang

Alternate Committee Member Adams

Mr. Loehner, Chief Executive Officer

17. Adjournment

SOUTH ESSEX FIRE DEPARTMENT

RESOLUTION APPOINTING CAPTAIN KEITH ADDIE TO THE POSITION OF INTERIM DEPUTY FIRE CHIEF IN THE SOUTH ESSEX FIRE DEPARTMENT

WHEREAS, as the result of a disability a vacancy has existed in the position of Deputy Fire Chief in the South Essex Fire Department; and

WHEREAS, the New Jersey Department of Personnel (NJDOP) submitted a certified list with the names of eligible candidates for promotion to the position of Deputy Fire Chief in the South Essex Fire Department; and

WHEREAS, Captain Keith Addie is currently ranked #1 on the NJDOP's certified list and has advised the Management Committee that he would accept the position, if appointed; and

WHEREAS, the Fire Chief, Chief Executive Officer and Management Committee interviewed and have recommended that Keith Addie be appointed to the permanent position of Deputy Fire Chief in the South Essex Fire Department; and,

THEREFORE, BE IT RESOLVED by the South Essex Fire Department Management Committee that Captain Keith Addie is hereby appointed to the Interim position of Deputy Fire Chief in the South Essex Fire Department effective september 30, 2024; and

BE IT FURTHER RESOLVED that the salary for said position shall be in accordance with the applicable collective bargaining agreement and corresponding salary of the South Essex Fire Department.

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

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 September 24, 2024 .

Adam D. Loehner, Chief Executive Officer

SOUTH ESSEX FIRE DEPARTMENT

**RESOLUTION AUTHORIZING THE APPROVAL OF THE 2024 BUDGET OF THE SOUTH ESSEX
FIRE DEPARTMENT**

WHEREAS, The Chief Executive Officer introduced and presented the 2024 Budget of the South Essex Fire Department on March 26, 2024, at the regular meeting of the South Essex Fire Department Management Committee; and

WHEREAS, Committee Members have had the opportunity to review, ask questions and ensure this budget is a fiscally responsible budget for all member organizations; and

NOW THEREFORE, BE IT RESOLVED, the SEFD Management Committee gives authority to the Chief Executive Officer to execute the 2024 SEFD Budget in the total amount of \$13,315,400.00 to be collected from member organizations as specified in the Fire Service Regional Service Agency Agreement Between South Orange Village and Township of Maplewood.

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

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 October 24, 2024.

Adam D. Loehner, Chief Executive Officer

[illegible]

Budget Account		Description		Vendor Name		Item		Vendor Id		Amount		Stat/Chk		First Enc Date		Rcvd Date		Chk/Void Date		Invoice		PO Type	
P.O. Id	Item	Vendor Id	Vendor Name	Item Description	Account Continued	Amount	Stat/Chk	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	Date	
4-01-25-2652-1000		OFFICE EXPENSE AND SUPPLIES																					
24-00435	1	AMERIO10	AMERICAN TRADE MARK CO	DOOR NAME PLATES W/SILVER		336.00	P	653	08/12/24	10/17/24	10/18/24	00006354											
24-00435	2	AMERIO10	AMERICAN TRADE MARK CO	FREIGHT		31.27	P	653	08/12/24	10/17/24	10/18/24	00006354											
24-00502	1	CANON01	CANON FINANCIAL SERVICES, INC	MONTHLY SERVICE 05/01-07/31/24		337.86	P	656	09/26/24	10/17/24	10/18/24	34294937											
24-00502	2	CANON01	CANON FINANCIAL SERVICES, INC	MONTHLY SERVICE 08/01-08/31/24		296.97	P	656	09/26/24	10/17/24	10/18/24	34294937											
24-00502	3	CANON01	CANON FINANCIAL SERVICES, INC	MONTHLY SERVICE 09/01-09/30/24		296.97	P	656	09/26/24	10/17/24	10/18/24	24967576											
24-00503	1	TGIND005	T & G INDUSTRIES INC	MONTHLY SERVICE 08/23-09/22/24		1,192.00	P	680	09/26/24	10/18/24	10/18/24	5030921322											
24-00503	2	TGIND005	T & G INDUSTRIES INC	MONTHLY SERVICE 09/23-10/22/24		596.00	P	680	09/26/24	10/18/24	10/18/24	5031302210											
						3,087.07																	
4-01-25-2652-1400		EDUCATIONAL COURSES / TRAINING																					
24-00234	1	PRATT005	PRATT'S LIFE SAFETY TRAINING &	ONE 4-HOUR SESSION		5,000.00	P	670	04/25/24	10/17/24	10/18/24	SOUTHESSEX2024											
24-00407	1	SUPER005	SUPERIOR FIRE AND EMERGENCY RE	FIRE FIGHTER'S RESPONSIBILTIE		1,000.00	P	679	08/12/24	10/17/24	10/18/24	08022024											
24-00504	1	READY005	READYREFRESH	MONTHLY SERVICE 07/19-08/18/24		1,000.98	P	673	09/26/24	10/17/24	10/18/24	14H0433241981											
24-00526	1	DAVID015	DAVID HOY	TUITION REIMBURSEMENT		1,092.00	P	658	10/16/24	10/17/24	10/18/24	06132024											
24-00528	1	JOSEP005	JOSEPH ALVAREZ	REIMBURSE TRAINING EVENT		2,500.00	P	665	10/16/24	10/17/24	10/18/24	0076											
						10,592.98																	
4-01-25-2652-1401		ACADEMY																					
24-00525	1	DENZE005	DENZEL C. NIEVES	EMT APPLICATION FEE		312.00	P	660	10/16/24	10/17/24	10/18/24	1116401											
4-01-25-2652-1500		AUTO MAINTENANCE / EXPENSE																					
24-00498	1	AIRPU005	AIR PURIFIERS INC	20372003. ANCHOR PLATE		278.25	P	651	09/26/24	10/17/24	10/18/24	25016											
24-00498	2	AIRPU005	AIR PURIFIERS INC	API-TR-1 TRANSMITTER		375.00	P	651	09/26/24	10/17/24	10/18/24	25016											
24-00498	3	AIRPU005	AIR PURIFIERS INC	LABOR		660.00	P	651	09/26/24	10/17/24	10/18/24	25016											
24-00498	4	AIRPU005	AIR PURIFIERS INC	TRAVEL		80.00	P	651	09/26/24	10/17/24	10/18/24	25016											
24-00537	1	AERIA005	AERIAL TESTING COMPANY	AERIAL DEVICE TEST& INSPECTION		2,990.00	P	650	10/16/24	10/17/24	10/18/24	4696											
24-00537	2	AERIA005	AERIAL TESTING COMPANY	NEW CUSTOMER DISCOUNT		299.00-	P	650	10/16/24	10/17/24	10/18/24	4696											
24-00537	3	AERIA005	AERIAL TESTING COMPANY	FUEL SURCHARGE		75.00	P	650	10/16/24	10/17/24	10/18/24	4696											
						4,159.25																	
4-01-25-2652-1501		APPARATUS / EQUIPMENT																					
24-00408	1	STATE005	STATE LINE FIRE & SAFETY INC.	STREAMLIGH RECHARGEABLE		578.70	P	677	08/12/24	10/17/24	10/18/24	07122024											
24-00496	2	HUDSO005	HUDSON COUNTY MOTORS, INC	REPAIR FIRE TRUCK LABOR&PARTS		550.72	P	663	09/26/24	10/17/24	10/18/24	70908											
24-00497	2	STATE005	STATE LINE FIRE & SAFETY INC.	BW TECH GAS ALERT X3 CLIP 4 G		765.00	P	677	09/26/24	10/17/24	10/18/24	140043											
24-00508	1	NEWJE005	NEW JERSEY FIRE EQUIPMENT	REPLACED VULCAN BATTERY		50.00	P	667	09/26/24	10/17/24	10/18/24	73130											
24-00508	2	NEWJE005	NEW JERSEY FIRE EQUIPMENT	REPLACED BATTERY FIRE VULCAN		60.00	P	667	09/26/24	10/17/24	10/18/24	73130											

Budget Account	Description		Vendor Name		Item Description	Amount	Stat/Chk	Rev'd Date	Chk/Void Date	Invoice	PO Type
4-01-25-2652-1501	APPARATUS / EQUIPMENT				Account Continued						
24-00508	3	NEWJ005	NEW JERSEY FIRE EQUIPMENT		REPLACED NIMH BATTERY - SURVIV	60.00	P 667	09/26/24	10/17/24	10/18/24	73130
						<u>2,064.42</u>					
4-01-25-2652-1601	MAINTENANCE AND REPAIRS										
24-00506	1	HAWTH005	HAWTHORNE AUTOMOBILE SALES		LABOR, PARTS, & MISC CHARGE	3,617.64	P 662	09/26/24	10/17/24	10/18/24	CTCS646826
24-00507	1	BUYW005	BUY WISE AUTO PARTS INC.		FLEET CHARGE ANTIFREEZE	82.62	P 655	09/26/24	10/17/24	10/18/24	01XT8338
						<u>3,700.26</u>					
4-01-25-2652-1700	DUES AND BUSINESS EXPENSES										
24-00529	1	JOSEP005	JOSEPH ALVAREZ		REIMBURSE FOR FLOWERS-FUNERAL	475.00	P 665	10/16/24	10/17/24	10/18/24	000007543
4-01-25-2652-1900	AWARDS, MEETINGS AND MISC										
24-00530	1	JOSEP005	JOSEPH ALVAREZ		CONVENTION HOTEL REIMBURSEMENT	2,819.45	P 665	10/16/24	10/17/24	10/18/24	33938
24-00564	1	POLIC005	POLICE & FIRE RETIREMENT SYS.		19-a-80-337-483;TRANSMITTAL	647.35	P 669	10/18/24	10/18/24	10/18/24	
24-00565	1	STATE015	STATE OF NEW JERSEY		CATASTROPHIC ILL. ASSESS. 2023	528.87	P 678	10/18/24	10/18/24	10/18/24	
						<u>3,995.67</u>					
4-01-25-2652-2000	BUILDING REPAIR AND MAINT										
24-00491	1	EASTE005	EASTERN PEST SERVICES		1X MONTH PEST CONTROL 08/15/24	78.75	P 661	09/26/24	10/17/24	10/18/24	444042
24-00491	2	EASTE005	EASTERN PEST SERVICES		1X MONTH PEST CONTROL 08/15/24	78.75	P 661	09/26/24	10/17/24	10/18/24	444081
24-00491	3	EASTE005	EASTERN PEST SERVICES		1X MONTH PEST CONTROL 08/15/24	78.75	P 661	09/26/24	10/17/24	10/18/24	444083
24-00491	4	EASTE005	EASTERN PEST SERVICES		1X MONTH PEST CONTROL 09/19/24	78.75	P 661	09/26/24	10/17/24	10/18/24	447272
24-00500	1	PREST005	PRESTIGE ELECTRICAL CONTRACTOR		06/27-06/28/24-REPLACELIGHTS	5,058.50	P 671	09/26/24	10/17/24	10/18/24	5241
24-00500	2	PREST005	PRESTIGE ELECTRICAL CONTRACTOR		REPAIR BOILERS LABOR&MATERIALS	1,471.65	P 671	09/26/24	10/17/24	10/18/24	5343
24-00501	1	MINER005	MINER OF NEW JERSEY LP		3 DOORS REPAIRED STAT 3	906.00	P 666	09/26/24	10/17/24	10/18/24	159242
24-00531	1	DAVID010	DAVID KLUGEL JR		MISC BUILDING SUPPLIES	122.09	P 657	10/16/24	10/17/24	10/18/24	47922
24-00533	1	EASTE005	EASTERN PEST SERVICES		MONTHLY SERVICE 09/2024	78.75	P 661	10/16/24	10/17/24	10/18/24	447306
24-00533	2	EASTE005	EASTERN PEST SERVICES		MONTHLY SERVICE 09/2024	78.75	P 661	10/16/24	10/17/24	10/18/24	447308
24-00542	1	PREST005	PRESTIGE ELECTRICAL CONTRACTOR		LABOR - 07/31/2024	337.50	P 671	10/16/24	10/17/24	10/18/24	5379
24-00542	2	PREST005	PRESTIGE ELECTRICAL CONTRACTOR		LABOR & MATERIAL - 08/16/2024	1,381.65	P 671	10/16/24	10/17/24	10/18/24	5379
24-00542	3	PREST005	PRESTIGE ELECTRICAL CONTRACTOR		LABOR & MATERIAL 10/01/2024	813.27	P 671	10/16/24	10/17/24	10/18/24	5379
						<u>10,563.16</u>					
4-01-25-2653-1000	EMT SUPPLIES										
24-00478	1	REI01	REISINGER OXYGEN SERVICE INC		OXYOM RENTAL	10.80	P 674	09/17/24	10/17/24	10/18/24	RT00824096

457 PLAN

Budget Account		Description									
P.O. Id	Item	Vendor Id	Vendor Name	Item Description	Amount	Stat	Chk	First Enc Date	Rcvd Date	Chk/Void Date	PO Type
T-13-55-2000-310				457 PLAN	Account Continued						
24-00514	1	EMPOW005	EMPOWER RETIREMENT, LLC	EE CONTRIBUTIONS 09/30/2024 PR	11,147.91	P	48	10/11/24	10/11/24	10/11/24	
24-00515	1	EMPOW005	EMPOWER RETIREMENT, LLC	EE CONTRIBUTIONS 10/15/2024 PR	11,164.05	P	49	10/11/24	10/11/24	10/11/24	
					22,311.96						
T-13-55-2000-320				AFLAC							
24-00516	1	AFLAC005	AFLAC	EE CONTRIBUTIONS SEPTEMBER 2024	1,249.50	P	50	10/11/24	10/11/24	10/11/24	
T-13-55-2000-350				COLONIAL LIFE							
24-00517	1	COLON005	COLONIAL LIFE	EE CONTRIBUTIONS SEPT 2024	2,542.04	P	51	10/11/24	10/11/24	10/11/24	
T-13-55-2000-440				FMBA LOCAL 25							
24-00518	1	SOUTH025	SOUTH ESSEX NJFMBA LOCAL 25	EE DUES SEPTEMBER 024	6,440.00	P	675	10/11/24	10/17/24	10/18/24	
T-13-55-2000-450				FMBA LOCAL 240 SUPERIORS							
24-00519	1	SOUTH030	SOUTH ESSEX NJFMBA LOCAL 240	EE DUES SEPTEMBER 2024	3,600.00	P	676	10/11/24	10/17/24	10/18/24	
Fund Total:					36,143.50						
Year Total:					36,143.50						
Total Charged Lines: 103 Total List Amount: 289,484.22 Total Void Amount: 0.00											

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	4-01	253,340.72	0.00	0.00	253,340.72
	T-13	36,143.50	0.00	0.00	36,143.50
Total Of All Funds:		289,484.22	0.00	0.00	289,484.22