

**Commercial Township Fire Commissioners
District #1
Minutes of January 15, 2019**

MEETING OPENED 1940 HOURS

This meeting is convened in accordance with the provisions of the New Jersey Open Public Meeting Act. Let the official minutes reflect that adequate notice of this meeting was published 48 hours in advance of the meeting in "The News" of Cumberland County.

Commissioners Present:

Chairman Christy Rhubart
Vice Chairman John Hoffman
Treasurer Mike Rodgers
Commissioner Bob Hoffman
Secretary Jessaca Hoffman

Fire Company Member Representative:

Safety Officer Dean Berry
Captain Tom Rhubart

Motion to approve minutes from previous meeting with no corrections by Vice Chairman John Hoffman and Seconded by Secretary Jessaca Hoffman. All voted in Favor.

Old Business:

The introduced budget was approved by the state.
Still need third quote or denial to give a quote for the front apron. A mason to complete the concrete work needs to be contacted as well.
The well and generator seem to be operating effectively.

New Business:

Trasuer Mike Rodger received his phone in the mail. Safety Officer Dean Berry is in need of a new phone. Secretary Jessaca Hoffman will handle ordering one.

Safety Office Dean Berry brought the dates of equipment gear manufacturing for all active members before the Commissioners. It was decided to call Anthony Brooks from Jersey Fire and Safety Products to schedule a time to come and fit firefighters for new pieces of gear. VC John Hoffman will make contact. In total we will need 11 boots, 1 full set of gear, 4 hoods, 4 helmets, 5 pants, and 3 coats. Captain Tom Rhubart will also require a new name tag for his jacket.

After a recent drill, Captain Tom Rhubart reported the need for 2 adult and 2 pediatric defoliator pads and battery packs. The commissioners will move forward and acquiring these items.

VC John Hoffman will contact a grant writer to possibly allocate funds to remount parts of the Tower.

Safety Office Dean Berry has posted the OSHA 300 log and the new insurance information.
Chairman Christy Rhubart Reported the LOSAP items are completed and posted.

The budget was reviewed and Treasurer Mike Rodgers made a motion to approve. Chairman Christy Rhubart seconded the motion. The vote was put to roll call with the following response:

Chairman Christy Rhubart - YES
Vice Chairman John Hoffman - YES
Treasurer Mike Rodgers - YES
Commissioner Bob Hoffman Jr – YES
Secretary Jessaca Hoffman – YES

Treasurer Report:

Treasurer Mike Rodgers and Commissioner Bob Hoffman Jr (Compliance Commissioner) reviewed all bills, purchase orders and checks for the month. The bill list was submitted and read aloud for all present. After the bill list was read, all Commissioners voted in favor of paying submitted bills.

No further business. Meeting was adjourned at 2033.

**Commercial Township Fire Commissioners
District #1
Minutes of February 19, 2019**

MEETING OPENED 1900 HOURS

This meeting is convened in accordance with the provisions of the New Jersey Open Public Meeting Act. Let the official minutes reflect that adequate notice of this meeting was published 48 hours in advance of the meeting in "The News" of Cumberland County.

Commissioners Present:

Chairman Christy Rhubarb
Vice Chairman John Hoffman
Commissioner Bob Hoffman

Fire Company Member Representative:

Safety Officer Dean Berry
Captain Tom Rhubarb

Old Business:

Reviewed DelRossi Heating estimate to replace fried water heater.
Decided to go with 40 gallon AO Smith gas powered water heater.
Trucks have been primed and services.
Turn out gear has been ordered.
Flow testing has been completed on SCBA's.

New Business:

A discussion on the voting district took place. A call was placed to the County Board of Elections. The township needs to provide the election board a map of the fire district boundary lines.

The placement of SCBA's on GovDeals took place.

Dean asked about getting a new phone.

The kitchen has passed the county health department inspection.

It was brought up whether we should refurbish the Tower or contact Hershey Fire Department about purchasing theirs.

A list was made for what needs to be fixed on the fire trucks.

Treasurer Report:

Commissioner Bob Hoffman Jr (Compliance Commissioner) reviewed all bills, purchase orders and checks for the month. The bill list was submitted and read aloud for all present. After the bill list was read, all Commissioners voted in favor of paying submitted bills.

No further business. Meeting was adjourned at 2033.

**Commercial Township Fire Commissioners
District #1
Minutes of March 19, 2019**

MEETING OPENED 1940 HOURS

This meeting is convened in accordance with the provisions of the New Jersey Open Public Meeting Act. Let the official minutes reflect that adequate notice of this meeting was published 48 hours in advance of the meeting in "The News" of Cumberland County.

Commissioners Present:

Chairman Christy Rhubarb
Vice Chairman John Hoffman
Treasurer Mike Rodgers
Commissioner Bob Hoffman Jr
Secretary Jessaca Hoffman

Fire Company Member Present:

Captain Tom Rhubarb

Motion to approve minutes from previous meeting with no corrections by Commissioner Bob Hoffman Jr and Seconded by Vice Chairman John Hoffman. All voted in Favor.

Reorganization:

Chairman Christy Rhubarb
Vice Chairman John Hoffman
Treasurer Mike Rodgers
Commissioner Bob Hoffman Jr
Secretary Jessaca Hoffman

Resolution #2019-01 – Meetings to be held third Tuesday of the month at 1930

#2019-02 – Newspapers for advertisements: The daily journal, Bridgeton News (NJ.com),
Press of AC

#2019-03 – Financial intuitions: All banks with a branch located in Cumberland County

#2019-04 – Agreement to Fight Fires with Port Norris Fire Company

#2019-05 – BOFC Cash Management Plan

#2019-06 – Appointment of Township Solicitor as solicitor

#2019-07 – BOFC cash receipts and disbursements procedure

#2019-08 – BOFC Reorganization

Old Business:

We are still looking in to placing SCBAs on GovDeals. Captain Tom Rhubart suggested waiting until after the Oyster and Ham dinner to look into it.

Hot water heater has been installed.

Dean received his phone.

Vice Chairman John Hoffman and Commissioner Bob Hoffman Jr discuss and prioritize the list created for the items that need to be replaced/fixed on the fire trucks.

VC John Hoffman emailed the Hershey Fire Department but the email came back marked as undeliverable. He is trying to find another means of contact.

New Business:

Treasurer Mike Rodgers will talk to the auditors about the bid for the project of the front apron because we are unsure if it has expired.

Captain Tom Rhubart brought up the issue about the boat and putting it into the water. He will look into getting the bottom painted and taking it to Spring Garden Marina.

Treasurer Report:

Treasurer Mike Rodgers and Commissioner Bob Hoffman Jr (Compliance Commissioner) reviewed all bills, purchase orders and checks for the month. The bill list was submitted and read aloud for all present. After the bill list was read, all Commissioners voted in favor of paying submitted bills.

No further business. Meeting was adjourned at 2022.

**Commercial Township Fire Commissioners
District #1
Minutes of April 16, 2019**

MEETING OPENED 2027 HOURS

This meeting is convened in accordance with the provisions of the New Jersey Open Public Meeting Act. Let the official minutes reflect that adequate notice of this meeting was published 48 hours in advance of the meeting in "The News" of Cumberland County.

Commissioners Present:

Vice Chairman John Hoffman
Treasurer Mike Rodgers
Commissioner Bob Hoffman Jr
Secretary Jessaca Hoffman

Motion to approve minutes from previous meeting with no corrections by Commissioner Bob Hoffman Jr and Seconded by Vice Chairman John Hoffman. All voted in Favor.

Old Business:

Commissioner Bob Hoffman received a price from Cumberland Tire and is on state contract for \$3,499.54 covering the tires on 1103, \$5,478.90 for Tender, \$6,380.50 for Tower. Vice Chairman John Hoffman suggested getting tires for 1103 and discussing the Tender in a couple of months.

Treasurer Mike Rodgers looked into the front apron bid and the auditor said it is still valid.

New Business:

VC John Hoffman located contact information with the Hershey Fire Department selling a Tower. John will reach out to set up a possible meeting to gather more information.

Treasurer Report:

Treasurer Mike Rodgers and Commissioner Bob Hoffman Jr (Compliance Commissioner) reviewed all bills, purchase orders and checks for the month. The bill list was submitted and read aloud for all present. After the bill list was read, all Commissioners voted in favor of paying submitted bills.

No further business. Meeting was adjourned at 2050.

**Commercial Township Fire Commissioners
District #1
Minutes of May 21, 2019**

MEETING OPENED 2033 HOURS

This meeting is convened in accordance with the provisions of the New Jersey Open Public Meeting Act. Let the official minutes reflect that adequate notice of this meeting was published 48 hours in advance of the meeting in "The News" of Cumberland County.

Commissioners Present:

Vice Chairman John Hoffman
Treasurer Mike Rodgers
Commissioner Bob Hoffman Jr
Secretary Jessaca Hoffman

Fire Company Member Present:

Assistant Chief Bill Rhubart
President Dean Berry
Captain Tom Rhubart
Captain Josh Hoffman

Motion to approve minutes from previous meeting with no corrections by Commissioner Bob Hoffman Jr and Seconded by Vice Chairman John Hoffman. All voted in Favor.

Old Business:

Vice Chairman John Hoffman holding the tires on the Tender. VC John Hoffman stated an issue with the Tower. The collector ring underneath the swivel is bad and is going to approximately \$20,000 to repair.

New Business:

VC John Hoffman and Assistant Chief Bill Rhubart went to look at the Progress Fire Department.

Treasurer Report:

Treasurer Mike Rodgers and Commissioner Bob Hoffman Jr (Compliance Commissioner) reviewed all bills, purchase orders and checks for the month. The bill list was submitted and read aloud for all present. After the bill list was read, all Commissioners voted in favor of paying submitted bills.

No further business. Meeting was adjourned at 2043.

**Commercial Township Fire Commissioners
District #1
Minutes of June 18, 2019**

MEETING OPENED 1935 HOURS

This meeting is convened in accordance with the provisions of the New Jersey Open Public Meeting Act. Let the official minutes reflect that adequate notice of this meeting was published 48 hours in advance of the meeting in "The News" of Cumberland County.

Commissioners Present:

Chairman Christy Rhubart
Vice Chairman John Hoffman
Treasurer Mike Rodgers

Fire Company Member Present:

President Dean Berry
Captain Tom Rhubart

Motion to approve minutes from previous meeting with no corrections by Commissioner Bob Hoffman Jr and Seconded by Vice Chairman John Hoffman. All voted in Favor.

Old Business:

The fire truck could possibly take a higher bid. VC John Hoffman will follow up to discuss progress.

Tires for 1103 have been done.

New Business:

No meetings for the months of July and August.

Treasurer Report:

Treasurer Mike Rodgers and Vice Chairman John Hoffman reviewed all bills, purchase orders and checks for the month. The bill list was submitted and read aloud for all present. After the bill list was read, all Commissioners voted in favor of paying submitted bills.

No further business. Meeting was adjourned at 1957.

**Commercial Township Fire Commissioners
District #1
Minutes of July 2019**

**Commercial Township Fire Commissioners
District #1
Minutes of August 2019**

**NO MEETING
HELD**

**Commercial Township Fire Commissioners
District #1
Minutes of September 24, 2019**

MEETING OPENED 1915 HOURS

This meeting is convened in accordance with the provisions of the New Jersey Open Public Meeting Act. Let the official minutes reflect that adequate notice of this meeting was published 48 hours in advance of the meeting in "The News" of Cumberland County.

Commissioners Present:

Vice Chairman John Hoffman
Commissioner Bob Hoffman Jr
Secretary Jessaca Hoffman

Fire Company Member Present:

President Dean Berry
Captain Josh Hoffman

Motion to approve minutes from previous meeting with no corrections by Commissioner Bob Hoffman Jr and Seconded by Vice Chairman John Hoffman. All voted in Favor.

Old Business:

The Progress truck was sold to another company with a higher bid than what we submitted.

New Business:

VC John Hoffman Bedford Hills New York fire department about their tower ladder. This truck may be an improvement over the truck that we had previously bid on. VC John reported that the IRS 990 has been filed. Once we look at the truck and find a sell price, we can proceed.

A bill came from Bergeys to repair the Tender for the amount of \$3,082.81. Under an emergency approval, a motion was made by Commissioner Bob Hoffman, seconded by VC John, to move forward with the repair.

1107 is at Gentilini Ford getting checked out for a loss of power and check engine light. Once that returns, 1150 will need to go in for a service.

Commissioner Bob has the broken pagers and will be in contact with Mase Communications to make the necessary repairs.

Secretary Jessaca Hoffman will contact Verizon about a possible service extender for the building.

Commissioner Bob Hoffman brought up the front apron. We need three new bids. President Dean Berry will contact Dave Gates for a bid. Commissioner Bob will contact Rocco Arno.

Treasurer Report:

Commissioner Bob Hoffman Jr (Compliance Commissioner) and Vice Chairman John Hoffman reviewed all bills, purchase orders and checks for the month. The bill list was submitted and read aloud for all present. After the bill list was read, all Commissioners voted in favor of paying submitted bills.

No further business. Meeting was adjourned at 1933.

**Commercial Township Fire Commissioners
District #1
Minutes of October 15, 2019**

MEETING OPENED 1930 HOURS

This meeting is convened in accordance with the provisions of the New Jersey Open Public Meeting Act. Let the official minutes reflect that adequate notice of this meeting was published 48 hours in advance of the meeting in "The News" of Cumberland County.

Commissioners Present:

Vice Chairman John Hoffman
Commissioner Bob Hoffman Jr
Secretary Jessaca Hoffman

Motion to approve minutes from previous meeting with no corrections by Commissioner Bob Hoffman Jr and Seconded by Vice Chairman John Hoffman. All voted in Favor.

Old Business:

Secretary Jessaca Hoffman did get the service extender from Verizon and will be hooked up.

Vice Chair John Hoffman reported that 1111 and 1107 have been serviced. A time needs to be scheduled to visit Bedford Hills to look at the truck.

Commissioner Bob Hoffman emailed Mase Communications about the pagers and has not heard anything back.

Commissioner Bob Hoffman is still waiting on a response from Rocco Arno.

New Business:

Commissioner Bob Hoffman made a motion to raise the 2020 budget by the allowable rate of 2%. Vice Chairman John Hoffman seconded this motion. All Commissioners voted in favor of the motion.

Treasurer Report:

Commissioner Bob Hoffman Jr (Compliance Commissioner) and Vice Chairman John Hoffman reviewed all bills, purchase orders and checks for the month. The bill list was submitted and read aloud for all present. After the bill list was read, all Commissioners voted in favor of paying submitted bills.

No further business. Meeting was adjourned at 1958.

**Commercial Township Fire Commissioners
District #1
Minutes of November 19, 2019**

MEETING OPENED 1944 HOURS

This meeting is convened in accordance with the provisions of the New Jersey Open Public Meeting Act. Let the official minutes reflect that adequate notice of this meeting was published 48 hours in advance of the meeting in "The News" of Cumberland County.

Commissioners Present:

Chairman Christy Rhubart
Vice Chairman John Hoffman
Commissioner Bob Hoffman Jr

Motion to approve minutes from previous meeting with no corrections by Commissioner Bob Hoffman Jr and Seconded by Vice Chairman John Hoffman. All voted in Favor.

Old Business:

A quote was obtained from Ricky Slade for work on the apron.

New Business:

The 2020 budget was introduced. Commissioner Bob Hoffman motioned to accept the proposed budget. Chairman Christy Rhubart seconded the motion.

A quote was obtained for 2 SCBA at \$14,928 and that is a state contract.

Anthony Brooks will come down in January to size firefighters for gear that is expiring.

Moving ahead with the purchase of a new tower, a radio purchase was proposed.

Treasurer Report:

Commissioner Bob Hoffman Jr (Compliance Commissioner) and Vice Chairman John Hoffman reviewed all bills, purchase orders and checks for the month. The bill list was submitted and read aloud for all present. After the bill list was read, all Commissioners voted in favor of paying submitted bills.

No further business. Meeting was adjourned at 1945.

Commercial Township Fire Commissioners

District #1
Minutes of December 17, 2019

MEETING OPENED 1908 HOURS

This meeting is convened in accordance with the provisions of the New Jersey Open Public Meeting Act. Let the official minutes reflect that adequate notice of this meeting was published 48 hours in advance of the meeting in "The News" of Cumberland County.

Commissioners Present:

Chairman Christy Rhubart
Vice Chairman John Hoffman
Treasurer Mike Rodgers
Secretary Jessaca Hoffman
Commissioner Bob Hoffman

Fire Company Member Present:

Captain Tom Rhubart

Motion to approve minutes from previous meeting with no corrections by Vice Chairman John Hoffman and Seconded by Treasurer Mike Rodgers. All voted in Favor.

Old Business:

Commissioner Bob Hoffman went forward and ordered the 2 SCBA.

The tower the fire company is looking to purchase goes up for bid on January 1, 2020.
Hopefully, the fire company will be approved for funding.

A quote was obtained from MASE for a radio for a tower ladder \$13,468.75. Commissioner Bob Hoffman and Vice Chairman John Hoffman will look into it further.

New Business:

The budget was reviewed and Treasurer Mike Rodgers made a motion to approve. Chairman Christy Rhubart seconded the motion. The vote was put to roll call with the following response:

Chairman Christy Rhubart - YES
Vice Chairman John Hoffman - YES
Treasurer Mike Rodgers - YES
Commissioner Bob Hoffman Jr – YES
Secretary Jessaca Hoffman – YES

Secretary Jessaca Hoffman contacted Verizon Wireless to obtain new phones for Assistant Chief Bill Rhubart and Captain Tom Rhubart

Treasurer Report:

Treasurer Mike Rodgers and Vice Chairman John Hoffman reviewed all bills, purchase orders and checks for the month. The bill list was submitted and read aloud for all present. After the bill list was read, all Commissioners voted in favor of paying submitted bills.

No further business. Meeting was adjourned at 2037.