



BOARD OF FIRE COMMISSIONERS

FIRE DISTRICT #9 ISELIN, NJ

Fire Headquarters 1222 Green Street Iselin, NJ 08830
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January 13, 2026

The combined monthly Meeting of the Board of Fire Commissioner of District 9, 1222 Green Street, Iselin, New Jersey, was called to order at 7:04p.m. by the Chairman under Chapter 231 of the Laws of 1975 with notices posted in the Home News Tribune, on the bulletin board at Fire Company #1 and #2, and at Town Hall as prescribed by law. A salute to the flag was led by the Fire Commissioner followed by a moment of silence.

Roll Call of Commissioners: E.A. Mullen, S. Burrows, M. Rudy, K. Williams and D. Thaker. Also, in attendance were W. Kenney, Fire Chief M. Wertz, Board Attorney D. DiYanni, Fire Company President K. Wertz and Auditor, L. Atwell.

This is a regular monthly meeting.

A motion was made by K. Williams and seconded by D. Thaker with everyone in favor (E.A. Mullen, S. Burrows, and M. Rudy) to pay the bills for the month of December in the amount of \$200,586.13.

Reports of Committees:

Business Administrator:

Apparatus:

Don Draper has 9-3-4 and lettering is being completed, it should be done by Thursday. The batteries on 3-3 were replaced. A few things need to be gone over with the electrician, air and gas to rectify issues. The van is going to Cars Unlimited for the windshield replacement. 9-3-1 tires were replaced. New Jersey fire equipment is taken care of, it's being done in stages. Hydro testing of SCBA vials.

Facilities:

The fire sprinkler valve in the front of the firehouse was leaking, it has been repaired. Pest control was called for House 2. The refrigerator for House 1 will be delivered Thursday.

Communications:

Pagers have arrived. The new radios are coming in slowly. As soon as the mobile radios come in for 9-2, 9-5 and 9-6, the county ID's will be obtained, they will be programmed and put into service.

A motion was made by M. Rudy and seconded by S. Burrows with everyone in favor (E.A. Mullen, K. Williams and D. Thaker) to accept the business administration report.

Fire Official:

There has been progress on the fire extinguisher mounts. A total will later be provided for the conference in March. Currently conducting a fire watch due to detector issues at 55 Gill Lane. There were calls to that location 8 or 9 times within roughly 72 hours.

A motion was made by M. Rudy and seconded by S. Burrows with everyone in favor (E.A. Mullen, M. Rudy and K. Williams) to accept the fire official report.

Fire Chief Report:

The summary of equipment was received. The training requests that were approved by the fire chief and training offer is \$5,000. There is a breakdown of cost and it's being kept track off. There are three classes that don't provide material, those items are in the process of being obtained. Applications for probies were submitted and are pending approval from the fire academy. There is a summer course that hasn't been posted yet. All classes are at Middlesex. There is a new request for CPR materials. The American Heart Association has changed its guidelines. All current material is out of date. In the CPR materials, includes CPR cards for the heart saver course. The heart saver courses will be offered to the public within the next month.

A list of gear and who needs it has been submitted. Polo shirts were ordered. Discussion of trying different equipment that now has battery options for easy use and demo options. Air truck will be completed Thursday. Bottle brackets should be arriving soon.

A motion was made by S. Burrows and seconded by D. Thaker with everyone in favor (E.A. Mullen, M. Rudy and K. Williams) to accept the fire chief report.

Purchase Agent:

There is going to be a change to the current purchase order paper. A new color will be chosen so it sticks out. A final draft of the layout will be sent to the attorney for review. National Fence is going to do the fence project.

Edmunds Ethos financial system is en route to go live in March. M. Riveria will be meeting with CME to go over the bay floor project because they have not been communicative on the status. Two commissioners, S. Burrows and M. Rudy, will attend meeting as well. The warranties for the radios will need to be kept for review before final payment. Quality Landscape, contract will be renewed for 2 years through resolution.

Mr. Rudy will oversee the painting of the dispatch, boiler and radio rooms. Two quotes were obtained, one for \$1,066.25. There is an issue with M. Rivera's computer and it takes a lot of time for a response from IT.

Fire Company President: Nothing at this time.

Discussion:

Auditor, L. Atwell: Thank you for all the work. For a while we were playing catch up and now that is completed. We are a little behind on 2024 audit about to start 2025 audit. This will be a broad presentation. In the grand scheme, it been a pretty decent year for the 2024 audit. There is a focus on what was the budget vs what has actually happened. There was \$2,409,00, which was \$100,000 more than budgeted. On the expenditure side of things, \$2,812,000 which came under the budget by about \$500,000 which was great. The budget set every year has been nicely set. There were about 12 recommendations in the prior year that are still recommendations, but corrective actions have been implemented. Two will possibly remain for the foreseeable future. It is expected that in the 2025 audit roughly half of those recommendations will go away. The LOSAP plan is another piece that is finally coming into play. Pension issues are starting to be resolved and things are being remitted to the state properly. Unless an actuary is brought on, another item that will stay is related to the accounting side of things, the post-post-employment benefits. This, however does not affect the cash at hand. One of the items that went away were the employment forms, direct deposit, I-9, W-4, etc. A lot of the corrections were done in 2025, and the goal is to have it completed in the 1st quarter of 2026.

Other Discussions:

Public hearing for the budget is 6pm on the 20th. It will be formally adopted.

A meeting with the phone company is needed for House 1, both phone and internet will be through the township. The current phone numbers will need to be gone through to determine what's needed. Update on House 2, EMS was praised and the items in the bay need to be cleared. No estimated time of completion for the install of the compressor. Truck house waiting for 2 new fixtures for emergency lighting. Discussion about new process for clearance to do agility test. The chairman would like to add to the process a doctor's note, before a new applicant can participate in testing. A waiver will also need to be added.

There will possibly be 12 WEX cards needed.

M. Rivera would like the board to include competitive contracting. A state health plan comparison is needed, so there needs to be enough time before current policy ends. This encompasses workers compensation, health insurance, dental, etc. A resolution is needed to assign an insurance broker. It will need to be done about every 5 years.

Communications:

- Letter from Department of Community Affairs for LOSAP.
- Letter from Middlesex Water Company, the rate for 2026 will be \$331,217.16.
- Copy of letter from bureau to Econo Lodge to address violations and their extension request.
- 5 certificates for insurance liability for the fire academy used.
- Management letter the CPA, which was signed by D. Thaker T assigned and W. Kenney.
- Chief Report
- Financial Report
- Fire official joint board financial report.

A motion was made by M. Rudy and seconded by S. Burrows with all in favor (E.A. Mullen, K. Williams and D. Thaker) to accept the communications report.

Resolutions:

1. Approving the 2026-2029 Salary Guide for Board Employees (2nd Approval)

A motion was made by K. Williams and seconded by M. Rudy with all in favor (E.A. Mullen, S. Burrows and D. Thaker) to approve the salary of board employees.

2. Approving the 2025 Fire District Audit and Corrective Action Plan
3. Approving the agreement with the Township of Woodbridge for the fire district's share of the township's radio system for the amount of \$21,221.
3. Authorizing a closed-door discussion

There is no public comment.

A motion was made by K. Williams and seconded by S. Burrows with all in favor (E.A. Mullen, M. Rudy and D. Thaker) to move all resolutions as read.

Public Discussion: None at this time.

There is a spreadsheet of what gear is in stock, what's missing, what's needed, what needs to be disposed of. There is an agreement of the joint boards for the town to take possession of it.

A motion was made by K. Williams and seconded by M. Rudy with all in favor (E.A. Mullen, S. Burrows and D. Thaker) to move to a closed session.

Secretary

Board of Fire Commissioners, District #9

Minutes taken by:

R. Jimenez