

FIRE DEPARTMENT

Chapter 33

FIRE DEPARTMENT

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[HISTORY: Adopted by the Mayor and Council of the Borough of Wood-Ridge as indicated in article histories. Amendments noted where applicable.]

**ARTICLE I
Establishment**

[Adopted 12-26-1975 by Ord. No. 700 as Section 2-5 of Chapter II of the 1975 Revised General Ordinances of the Borough of Wood-Ridge]

§ 33-1. **Creation.**

There shall be an organization known as the "Wood-Ridge Fire Department."

§ 33-2. **Internal management.**

The government and management of the Department shall be according to such constitution, rules and bylaws as may be adopted by it and approved by the Mayor and Council.

§ 33-3. **Organization.**

There shall be a Fire Department which shall consist of the following offices: one Chief, one First Assistant Chief, one Second Assistant Chief, one Captain, one Lieutenant and a total of 60 members or the number designated by the New Jersey State Firemen's Relief Association.

§ 33-4. Election of members; register.

Upon the election of members of the Department as herein provided, the Secretary of the Department shall present to the Mayor and Council at their first meeting in each month the names of the elected members which, if approved by the Council, shall be entered in a book left for that purpose and known as the "register of the Fire Department."

§ 33-5. Qualifications. [Amended 4-18-1983 by Ord. No. 4-83]

No person shall be elected as a member of the Fire Department unless he or she is:

- A. A citizen of the United States.
- B. A resident of the Borough of Wood-Ridge at the time of appointment and thereafter, upon the recommendation of the Board of Engineers and approval of the Mayor and Council, may reside within one mile of any border of the Borough of Wood-Ridge.
- C. Not less than 18 years of age nor more than 50 years of age.
- D. Of good health and able body and physically fit to perform the duties of a fireman. Every applicant shall produce evidence of his or her physical fitness in the form of a certificate to that effect made by a practicing physician of the State of New Jersey after a physical examination by such physician.
- E. Of good moral character.

§ 33-6. Election of Chief and officers; terms of office.

The Chief and officers of the Fire Department shall be elected by the members and sworn in by the Mayor at the annual installation meeting of the Department in January of each year.

The elected position shall be for one year and until their successors shall qualify.

§ 33-7. Powers and duties of Chief.

The management and control of the Fire Department shall be under the Chief or, in his absence, the officers, subject always to the direction of the Mayor and Council. The Chief, or his officer in his absence, shall have full power and absolute control and command in case of fire. In case of the absence of all officers, an ex-Chief shall perform all the duties of the Chief, until relieved upon arrival of a line official. The Chief shall report to the Fire Commissioner on the condition of Fire Department equipment and building space assigned to the Department.

§ 33-8. Board of Fire Engineers.

All line officers, Secretary, Treasurer and captain of the emergency squad shall constitute a Board of Fire Engineers, which shall hold its meetings monthly. The Secretary of the Fire Department shall present to the Board at such meetings a report, in duplicate, of the service of the members for the past month, one copy of which shall be approved and presented to the Mayor and Council. He shall also report the names of members elected by the Department, and the Board shall report in writing upon the fitness of the newly elected members to the Mayor and Council for approval.

§ 33-9. Police or special duty.

The Mayor or, in his absence, the President of the Council may, in case of public need, direct the Chief to order or detail the members of the Fire Department to do police or special duty, which shall be considered service duty and figured in the annual percentage of the firemen performing such duty.

§ 33-9.1. Bureau of Fire Prevention. [Added 10-20-1986 by Ord. No. 86-76]

The Bureau of Fire Prevention shall enforce the New Jersey Uniform Fire Code. Its members shall be appointed by the Mayor with the consent of the Council.

§ 33-10. Control of fire apparatus; borough as owner.

- A. All apparatus shall be under the control of the Chief or line officers. No apparatus should be taken outside the borough without the consent of the Fire Commissioner, Chief or line officers.
- B. The Borough of Wood-Ridge shall be the absolute owner of the firehouse, lots on which it is situated and apparatus contained therein.

ARTICLE II

Junior Firemen's Auxiliary

[Adopted 9-21-1981 by Ord. No. 6-81]

§ 33-11. Statement of findings.

A determination has been made that the Borough of Wood-Ridge and its residents would be best served by the creation within the Wood-Ridge Fire Department of a unit to be known as the "Junior Firemen's Auxiliary."

§ 33-12. Creation.

Pursuant to N.J.S.A. 40A:14-95 et seq., a Junior Firemen's Auxiliary is hereby created within the Wood-Ridge Fire Department as follows:

- A. Eligibility for membership. Any person who has reached his 16th birthday and who has not yet reached his 18th birthday and who has first obtained permission to join the Auxiliary from his or her parents or legal guardian

shall be eligible for membership. The permission from parent or legal guardian shall be in writing and acknowledged or proved in the manner required by law for deeds to real estate to be recorded.

- B. Insurance coverage for members. Members of the Junior Firemen's Auxiliary shall be provided with the same insurance coverage as provided for regular volunteer firemen of the Borough of Wood-Ridge and as set forth in N.J.S.A. 40A:14-37 and 40A:14-38.
- C. Rules and regulations governing activities of Junior Firemen's Auxiliary.
- (1) No junior fireman shall be required to perform duties which would expose the junior fireman to the same degree of hazard as a regular member of the Wood-Ridge Fire Department.
 - (2) No junior fireman shall be permitted to engage in fire fighting or be in the area of a hazardous condition involving the handling of dangerous or poisonous acids or dyes or injurious quantities of toxic or noxious dust, gases, vapors or fumes.
 - (3) A junior fireman shall be on probation until the age of 18 years and may be expelled from the Auxiliary for just cause.
 - (4) A junior fireman shall comply with the constitution and bylaws of the Wood-Ridge Fire Department.
 - (5) A junior fireman shall obey the commands of the Fire Chief or any other officer of the Wood-Ridge Fire Department.
 - (6) Training shall include instruction concerning industrial fire systems, breathing apparatus, municipal water systems, hydrants and alternate water sources, care, testing and handling of fire hose, types and uses of hand-held fire extinguishers, procedures for handling alarms, radio procedures, care, cleaning and basic maintenance of apparatus,

preparation of knots for hoisting equipment, safety measures for riding on apparatus, use of personal safety equipment and hand tools, theory of pumps and hydraulic fire systems and the use of ladders, including their care and testing. Actual use of the equipment shall be encouraged whenever it shall be deemed advisable by the Wood-Ridge Fire Department, provided that a junior fireman shall not be exposed to any danger. Adequate supervision shall be provided and all possible safety precautions shall be taken.

- (7) Upon attaining the age of 18 years and having complied with all of the requirements of this Article and having been approved by the Mayor and Council of the Borough of Wood-Ridge, a junior fireman shall be transferred to and become a member of the Wood-Ridge Fire Department.
- (8) Subject to the approval of the Mayor and Council of the Borough of Wood-Ridge, these rules and regulations may be supplemented by the bylaws of the Wood-Ridge Fire Department.

ARTICLE III

Length of Service Awards Program

[Adopted 6-13-2000 by Ord. No. 2000-13]

§ 33-13. Creation of program.

A Length of Service Awards Program (LOSAP) is herewith created in accordance with Chapter 388 of the Laws of 1997, to reward members of the volunteer Wood-Ridge Fire Department and Emergency Squad for their loyal, diligent, and devoted services to the residents of the Borough of Wood-Ridge.

§ 33-14. Contributions; administration of plan.

The LOSAP shall provide for fixed annual contributions to a deferred income account for each volunteer member that meets the criteria set forth below; that such contributions shall be made in accordance with a plan that shall be established by the Borough of Wood-Ridge pursuant to P.L. 1997, c.388; and that such plan shall be administered in accordance with the laws of the State of New Jersey, the United States Internal Revenue Code, and this article.

§ 33-15. Criteria; point schedule.

The LOSAP shall provide for annual contributions to each eligible member that meets the criteria and point schedule as follows:

- A. LOSAP point system. Eighty points are needed for a qualifying year; 120 points for maximum benefit.
- B. Part 1.
 - (1) Benefit point scale: 80 minimum, 120 maximum. Points are credited based upon participation. The point schedule is listed in items Part 2 (Subsection C). The benefit received is based on the following percentage schedule:

Points Credited	Benefit Received
120 or greater	100%
115-119	95%
110-114	90%
105-109	85%
100-104	80%
95-99	75%
90-94	70%
85-89	65%
80-84	60%
Below 80	0%

- (2) Eligibility. To be an eligible award recipient in the LOSAP plan, a member must complete five cumulative calendar years. Partial years are not to be credited towards the award but same shall be credited towards the benefit. If a member fails to participate in the plan for five years, said member's funds are returned to the Borough's general fund. At such time said funds will be totally removed from the LOSAP plan. [Amended 3-12-2002 by Ord. No. 2002-5]
- (3) Partial year credit.
- (a) Points may be credited based on partial year participation. The partial year credit will affect those members who enter or leave the Department during the calendar year [prior to the end of the plan year (December 31st of each plan year)]. The points for an incomplete year are prorated for a full year; the benefit received will be $\frac{1}{12}$ of percentage rating per months of participation.
- (b) For example: a person who participates for 7 months and accumulates 60 points.
Divide 12 by the number of months served ($12 \div 7 = 1.71$)
Multiply the result by the number of points accumulated ($1.71 \times 60 = 102$).
The prorated points are in the 80% category.
The participant will receive $\frac{7}{12}$ of 80% of the benefit.
- (4) Withdrawal. Participants may begin withdrawing funds after reaching the age determined by the plan administrator or the State of New Jersey.

C. Part 2.

- (1) Fire Department responses: 25 maximum. Points are credited based upon the following schedule of percentage attendance of Fire Department

responses to which a corresponding call sheet has been filed:

Regular Members		Senior Members
60% to 100%	25 points	40% to 100%
50% to 59%	20 points	30% to 39%
40% to 49%	15 points	20% to 29%
30% to 39%	10 points	10% to 19%
20% to 29%	5 points	01% to 9%
below 20%	0 points	

NOTE: (Senior members are defined in Article III, Section 5 of the Department Bylaws).

- (2) Drills: twenty-point maximum; two points per drill. Points are credited for participation in Department drills as well as mutual aid drills.
- (3) Training: thirty-point maximum; five points per class, 15 points maximum for mandatory training, 15 points for elective training. Points are credited for certified firematic training courses upon receipt of certificate of completion:
 - (a) Mandatory training courses are regulated by OSHA, PEOSHA, Department Policy and include but are not limited to these examples:
 - [1] Fire Fighter I.
 - [2] Blood Borne Pathogen.
 - [3] Hazardous Materials (Recertification).
 - [4] Right To Know.
 - (b) Elective training courses are firematic courses in which a certificate is issued and include but are not limited to these examples:
 - [1] Fire Fighter II.
 - [2] ICS200.

[3] Life Safety Complex.

- (4) Meetings: twenty-point maximum; two points per meeting (13 Department meetings per year; includes monthly and annual meetings).
- (5) Holder of an elected position: forty-point maximum. Points are credited for completion of one-year term in an elected position. Points for former office holders are granted per number of nonconsecutive terms held.

Position	Points
Department Chief	40
1st Assistant Chief	30
2nd Assistant Chief	30
Fire Captain	25
Fire Lieutenant	20
Recording Secretary	15
Corresponding Secretary	15
Fire Dept Treasurer	10
EMS Captain	30
EMS Lieutenant	20
EMS Secretary	20
EMS Treasurer	05
LOSAP Coordinator	15
Ex-Department Chief	15
Ex-EMS Captain	05

- (6) Cleanings: twenty-point maximum; five points per month completed. Member compliance is stated in Article V, Section 4, Subsection c, Article X, Section 7, and Article XIV, Section 4 of the Department Bylaws. (Member must have 100% attendance to receive points; there is no partial credit).
- (7) Special duties: fifteen-point maximum; one point per special duty. Points will be credited for participation in special duty Fire Department activity as deemed by Department Bylaws or the Department Chief.

- (8) Miscellaneous activities: ten-point maximum; one point per activity. Points will be credited for participation in nonspecial duty Fire Department activity as deemed by the Board of Officers or Department Chief. Examples of same shall include but not be limited to the following:
 - (a) Work detail.
 - (b) Wake/memorial service.
 - (c) Sleep-in/stand-by.
- (9) Chief assigned miscellaneous: five-point maximum; one point per activity. Points will be credited by the Chief of the Department for participation above and beyond the duties required.
- (10) EMS responses: twenty-five-point maximum. Points are credited based upon the following schedule of percentage attendance of EMS calls and excludes crew call and fire calls.

Regular Members	Points
26% to 100%	25
21% to 25%	20
16% to 20%	15
11% to 15%	10
01% to 10%	05

- (11) Training: thirty-point maximum; five points per class, 15 points maximum for mandatory training, 15 points maximum for elective training. Points are credited for certified EMS training courses upon receipt of certificate of completion:
 - (a) Mandatory training courses for EMS only personnel are regulated by Department Bylaws and shall include but are not limited to the following:

- [1] Emergency medical technician (EMT). The suffix code A, B, D shall not apply to the variation of EMT level.
 - [2] Emergency medical technician recertification.
- (b) Elective training courses are courses in which a certificate is issued and shall include but are not limited to the following:
- [1] CPR.
 - [2] Defibrillator.
 - [3] EMT (non-EMS only).
 - [4] EMT recertification (non-EMS only).
 - [5] First responder.
- (12) EMS meetings: twenty-point maximum; two points per meeting, 12 meetings per year.

§ 33-16. Program costs.

The estimated cost of the program has been calculated as follows:

- A. For regular annual service: \$47,150 per year.

§ 33-17. Members to be credited with points.

Each active volunteer member shall be credited with points for volunteer services provided to the volunteer Wood-Ridge Fire Department and Emergency Squad in accordance with the schedule set forth hereinabove in § 33-15.