

TOWNSHIP OF MONROE
Board of Fire Commissioners
Fire District No. 2
Minutes of the Agenda and Regular Meetings
Wednesday, January 13, 2010

The Monroe Township Board of Fire Commissioners of District No. 2 met at the Applegarth Volunteer Engine Company No. 1 Firehouse, Applegarth Road, Monroe Township, New Jersey for an Agenda Meeting.

Chairman Mahler called the meeting to order with a Salute to the Flag at 7:02 pm. Chairman Mahler asked for a moment of silence for all firefighters and military who have died in the performance of their duties.

UPON ROLL CALL made by Commissioner Martin Berkowitz, the following members of the Monroe Township Board of Fire Commissioners of District No. 2 were present: Martin Berkowitz, Glenn Borsuk, Maurice Mahler, Edward Mitnowsky and Lawrence Reisch.

ALSO PRESENT: Board Attorney Richard J. Shaklee, Esquire, and Lindsay Lesser, Substitute Recording Secretary.

There were two career firefighter present: Lt. Byrne and Chief Carbin.

There weren't any volunteer firefighter present.

There was one member of the public present: Brian Moore - Epic.

Chairman Mahler announced that the meeting was being held in accordance with the Open Public Meeting Act, having been published in the March 27, 2009 newspaper, posted on the bulletin board of the Office of the Township Clerk, and notices sent to those requesting such.

AGENDA MEETING

Chairman Mahler announced the vote to adopt the budget will take place at the regular meeting.

Chairman Mahler asked if there were any corrections to last month's minutes. The following corrections were noted:

Page 6 - last paragraph first sentence should read - Mr. Martin stated that Mr. Silverman may have been on a substitute firefighter list, but Mr. Silverman's remarks are almost slanderous.

Page 7 - 4th paragraph - should read - Commissioner Berkowitz will arrange to meet with the Government Relations committee in Clearbrook.

Page 8 - 3rd paragraph from the bottom the sentence should read - Commissioner Reisch asked for a report on the Volunteer checking account for the next meeting.

Page 9 - first paragraph 3rd line should read - District 1 may have 50 volunteers, but no guarantee 4 men will show up at a call.

Page 9 - 2nd paragraph 3rd sentence should read - In a few years we will have a few good ratables coming online.

Page 9 - 2nd paragraph last sentence should be deleted.

Chairman Mahler asked the board to review the Claims against the Board. There was over \$48,000 increase from the previous year in health insurance and due to a change in marital status of one of the firefighters going from single to married. Claims against the Board will be approved at the regular meeting.

Treasurer's report, Building Committee update and Correspondence will be read at the regular meeting.

Chairman Mahler received a letter of approval from Larry Bartholomew granting an extension for the installation of the solar panels until February 2011.

There has been no update from Wayne Hamilton regarding the \$25,000 check for reimbursement for the solar panels. Board Attorney Shaklee to follow up with Peg Schaffer as Wayne Hamilton is out of work due to medical issues.

Hudson City Bank will be making a donation to the volunteers. Pam Jet will need some documentation from the Volunteers prior to cutting a check. Commissioner Borsuk will pass along the info to appropriate volunteer for follow up.

Commissioner Mitnowsky met with the Chief of District 3 and they are very willing to meet and discuss any bills with us.

Commissioner Berkowitz made a request of the General Manager to give a report regarding the new station on Halsey Reed Road at the Open Board meeting on January 27th and is waiting for an approval.

7:20pm - Volunteer firefighter Danny Medina arrived.

Firefighter Medina took a moment to read a statement thanking the board for their support over the last 4 years as he is no longer the President of the Volunteers.

Chairman Mahler stated that there will be a closed session tonight.

UPON MOTION MADE by Glenn Borsuk and seconded by Martin Berkowitz, the agenda meeting was adjourned at 7:30pm.

ROLL CALL: Aye Berkowitz
Aye Borsuk
Aye Mahler
Aye Mitnowsky
Aye Reisch

REGULAR MEETING

Chairman Mahler called the regular meeting to order with a Salute to the Flag at 7:35 pm.

Chairman Mahler asked for a moment of silence for all firefighters and military who have died in the performance of their duties.

UPON ROLL CALL made by Commissioner Martin Berkowitz, the following members of the Monroe Township Board of Fire Commissioners of District No. 2 were present: Martin Berkowitz, Glenn Borsuk, Maurice Mahler, Edward Mitnowsky and Lawrence Reisch.

ALSO PRESENT: Board Attorney Richard J. Shaklee, Esquire, and Lindsay Lesser, Substitute Recording Secretary.

There were two career firefighters present: Lt. Byrne and Chief Carbin.

There were two volunteer members present: Danny Medina and Dennis Cronin

There were two members of the public present: Brian Moore - Epic and Jason Martin.

Chairman Mahler announced that the meeting was being held in accordance with the Open Public Meeting Act, having been published in the March 27, 2009 newspaper, posted on the bulletin board of the Office of the Township Clerk, and notices sent to those requesting such.

ADOPTION OF THE 2010 BUDGET

Chairman Mahler opened the meeting to the public for comment on the proposed budget. There were no comments made and the open session was closed.

UPON MOTION MADE by Glenn Borsuk and seconded by Lawrence Reisch, to approve the adoption of the 2010 Budget.

ROLL CALL: Aye Berkowitz
Aye Borsuk
Aye Mahler
Aye Mitnowsky
Aye Reisch

MINUTES

Chairman Mahler asked for a motion on the Minutes.

UPON MOTION MADE by Glenn Borsuk and seconded by Lawrence Reisch, a motion was adopted to approve the minutes of the December 9th agenda and regular meetings, as amended.

ROLL CALL: Aye Berkowitz
Aye Borsuk
Aye Mahler
Aye Mitnowsky
Aye Reisch

CLAIMS AGAINST THE BOARD

Chairman Mahler asked the board to review the claims against the board.

Commissioner Reisch reported:

General Operating Claims Total	\$188,579.44
Capital Project Claims Total	\$523,670.14
Net Payroll Claims Total	\$ 63,986.64
Total Claims Against the Board	\$776,236.22
December 12, 2009 - January 13, 2010	

UPON MOTION MADE by Lawrence Reisch and seconded by Glenn Borsuk, claims against the Monroe Township Board of Fire Commissioners of District No. 2 were approved in the amount of \$776,236.22.

ROLL CALL: Aye Berkowitz

Aye Borsuk

Aye Mahler

Aye Mitnowsky

Aye Reisch

TREASURER'S REPORT

Chairman Mahler asked for the treasurer's report.

Commissioner Reisch reported the following as of January 13, 2010

Hudson City Savings Bank:

Unrestricted Funds	\$777,818.03
Restricted Funds	\$404,296.13
Capital Projects	\$1,464,917.52
Cash on Hand	\$170.00
Total Balance	\$2,647,201.68

BUILDING COMMITTEE REPORT

Chairman Mahler asked to do all the building resolutions, as a consent agenda.

Attorney Shaklee read the resolutions, by title, resolutions authorizing change order GC16, GC17, GC 18 and GC 19 for the construction of Halsey Reed Road Fire House/Emergency Medical Services Facility:

- GC16 - in the amount of \$4,611 to install modified door hardware changes.
- GC17 - in the amount of \$8,750 to provide required modification to the driveway curbing.
- GC18 - in the amount of \$2,149 to provide an oil separator control panel not shown in the truck bay.
- GC19 - in the amount of \$1,547 to supply and install 4 fire extinguisher cabinets in the offices.

UPON MOTION MADE by Glenn Borsuk and seconded by Lawrence Reisch, to approve the consent agenda resolutions GC16, GC17, GC 18 and GC 19, as presented.

ROLL CALL: Aye Berkowitz
Aye Borsuk
Aye Mahler
Aye Mitnowsky
Aye Reisch

Mr. Moore reporting on building:

- Will need to move exhaust box off the roof and installed on the side of the building due to the solar panel shadow testing results. The shadow test showed that the exhaust box on the roof created shadowing on 12 solar cells. This would reduce the amount of the rebate.
- Soft costs amounts were updated. They are approximately \$160,000 higher than the initial estimate due to some low estimates - discussed fuel tank system.
- There is still approximately \$200,000 in contingency money - previously \$366,000, after the additional \$160,000 for soft cost items.
- Pending change order for approximately \$15,000 - \$20,000 to move the exhaust box.
- Snow guard need to be added to the roof to protect people and equipment. If they are not installed it could be dangerous and a huge liability for the fire department. The snow guards that are being considered will not void the roof warranty. Need to determine where to install on the roof prior to getting a quote. The roofing contractor would install the snow guards. The guards would clamp onto the ribs of the roof and will blend in aesthetically. The guards weren't in the original plan because we had initially planned on a shingle roof - no snow guards are needed as snow and ice cling to shingle roofs.
- Need to know which commissioner's names and titles should be used for the plaque that will go onto the new fire house.

UPON MOTION MADE by Glenn Borsuk and seconded by Edward Mitnowsky, to approve using the current 5 commissioner's names and titles on the plaque for Halsey Reed Road Fire House/Emergency Medical Services Facility.

ROLL CALL: Aye Berkowitz
Aye Borsuk
Aye Mahler
Aye Mitnowsky
Aye Reisch

- Since we are moving the compressor off the roof it needs to be determined where the compressor will be placed on the ground. It can either go outside the bunkroom windows which would cover the window by 6". The other option is to run the along the side walk which would make 3 of the parking spots shorter. Commissioner Borsuk will go to the site on Monday to visually see the 2 options and make a decision.
- Security system update - The Chief has 3 quotes. Allen Security is the lowest of the 3 and under the bid threshold. Allen Security was the contractor who installed the security system in District 3 as well as the EMS. Allen Security's quote is for \$17,595 plus the annual service contract. There was \$20,000 allotted for the security system in the budget.

UPON MOTION MADE by Glenn Borsuk and seconded by Edward Mitnowsky, to award the installation of the security system in the Halsey Reed Road Fire House/Emergency Medical Services Facility to Allen Security Company not to exceed \$18,000.

ROLL CALL: Aye Berkowitz
Aye Borsuk

Aye Mahler
Aye Mitnowsky
Aye Reisch

- Kitchen equipment update - The Chief has 3 quotes - Johnsons Restaurant Equipment, Mr. G's and Rudy's. Johnsons has the lowest price and their price includes delivery and installation with the exception of the final gas hook up. The final gas hook up is included in the construction quote. The quote includes the range, 36" refrigerator, 23" freezer, ice maker and butcher-block island table.

UPON MOTION MADE by Lawrence Reisch and seconded by Martin Berkowitz, to award the purchase of the kitchen equipment including the range, 36" refrigerator, 23" freezer, ice maker and butcher-block island table to Johnsons Restaurant Equipment not to exceed \$14,000.

ROLL CALL: Aye Berkowitz
Aye Borsuk
Aye Mahler
Aye Mitnowsky
Aye Reisch

- The final outstanding soft cost items are the phone system and data cabling. The current contractor is not registered to work as a municipal contractor so we can't use her company.

Pro Media will be coming back to re-bid the initial quote due to additional requirements added after the first quote was submitted. Pro Media has a meeting set up with Brian Moore on Monday.

UPON MOTION MADE by Glenn Borsuk and seconded by Martin Berkowitz, to authorize the building committee to award the contract for phone and cabling not to exceed \$40,000 with that action to be ratified at the next Commissioners meeting.

ROLL CALL: Aye Berkowitz
Aye Borsuk
Aye Mahler
Aye Mitnowsky
Aye Reisch

FIRE PREVENTION BUREAU REPORT

- Incident Run Log:
 - Mutual aid call on the NJ Turnpike on 12/6 & 12/11.
 - Jan 3 - Hydrogen sulfide - apparent suicide in a car. Victim left a message on the car to warn the emergency response team that there were deadly chemicals in the car.
 - Jan 7 - Heavy smoke condition with a fire fatality. Small fire and smoke condition. Depending on the coroners report, the Chiefs report may need to be amended. District 3 was 1st on scene arriving between 6-8 minutes. District 2 arrived 1 minute later.
 - Total of 56 incidents
- Personal event totals for 2009 for career and volunteers

- Run analysis
- Annual event totals are 683
- Apparatus repairs - nothing out of the ordinary.
- Mutual aid runs are up due to calls on the Turnpike and Hightstown rescue is out of service while they are in the process of buying a new one.
- Changes were made to the box alarms which brings us back to how they were originally.
- Chief Carbin would like to carry over 3 vacation days as he was unable to take them the last 2 weeks of 2009 due to the construction. The Chief is planning on using these 3 days within January 2010.

UPON MOTION MADE by Glenn Borsuk and seconded by Lawrence Reisch, approving Chief Carbin to carry over 3 2009 vacations days into 2010.

ROLL CALL: Aye Berkowitz

Aye Borsuk

Aye Mahler

Aye Mitnowsky

Aye Reisch

- Attended a re-organizational meeting for the 1st. Insurance Fund. Currently there are 22 departments involved and 8 departments still making their decision. Potentially there can be 30 department involved in 2010.
- Chief Carbin spoke to the Verizon representative regarding the new cell phone order. The representative said he does not have a record of an order being placed. The Chief resent the info is waiting for a price.
- Truck committee - visited Lakewood to see a Pierce ladder tower. This was a very well built piece of apparatuses but ours will need more equipment. Firefighter Grande is working on getting specs for our truck then the truck committee will meet to review. Commissioner Reisch would like to see prices by June to ensure there is ample time to obtain a bond.
- The next Tri-District meeting will be help on January 28th at 7pm at Applegarth.

9:20pm. Brian Moore left

APPLEGARTH VOLUNTEER FIRE COMPANY

- The annual Installation Dinner will be on February 6th. All commissioners and career firefighters are encouraged to attend as this is the last year we will all be in the same building.
- Leandra Kane completed Fire Fighter I. Once the paperwork is received she will be a full riding member.

MEETING OPEN TO THE BOARD

Commissioner Reisch would like Board Attorney Shaklee to review the agreement from the township to determine if we are owned a reimbursement payment for the new building. Brian Moore confirmed that we are over 50% complete with the construction. Board Attorney Shaklee will review the agreement and contact the townships attorney if need be.

Commissioner Berkowitz is waiting on the final figures prior to printing the ballots. The deadline for printing is January 22nd.

Commissioner Reisch is very unhappy to read in the news paper about the issues between the commissioners, volunteers and career firefighters in District 1. Charlie DiPierio told Chairman Mahler that they are looking to reduce the amount of career firefighters so that they can lower tax rate.

OPEN TO THE PUBLIC

Applegarth Volunteer support member, Dennis Cronin, asked if the agenda and minutes from the Commissioners meetings could be posted on the District 2 web site the same way that District 3 does. Chairman Mahler said that the board would take it under consideration.

CLOSED SESSION

Chairman Mahler announced there would be a closed session tonight.

ADJOURN

Chairman Mahler asked for a motion to adjourn at 9:48pm.

UPON MOTION MADE by Glenn Borsuk and seconded by Lawrence Reisch, the meeting was adjourned.

ROLL CALL: Aye Berkowitz
Aye Borsuk
Aye Mahler
Aye Mitnowsky
Aye Reisch

MARTIN BERKOWITZ
Board Secretary
MAURICE MAHLER
Chairman

NOTE: Appendixes can be obtained upon request from the Board Secretary.

PREPARED BY: Lindsay Lesser