

TOWNSHIP OF MONROE
Board of Fire Commissioners
Fire District No. 2
Minutes of the Agenda and Regular Meetings
Wednesday, January 18, 2011

The Monroe Township Board of Fire Commissioners of District No. 2 met at the Monroe Township Fire District #2 & EMS building, 10 Halsey Reed Road, corner of 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 that 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 Val Cier, Recording Secretary.

There were no career firefighters present.

There were no volunteer firefighters present.

There were two members of the public present: Michael C. Konowicz and Charles DiPierro.

Chairman Mahler announced that the meeting was being held in accordance with the Open Public Meeting Act, having been published in the April 9, 2010; January 12 and January 14, 2011 newspapers, posted on the bulletin board of the Office of the Township Clerk, and notices sent to those requesting such.

AGENDA MEETING

Chairman Mahler asked the board to review the minutes. Commissioner Borsuk and Reisch had corrections to pages 4 and 5 of the minutes.

Chairman Mahler asked the board to review the Claims against the Board. Chairman Mahler mentioned that the fuel depot is now fully functional so the claim is higher now. Chairman Mahler stated the job shirt price seems high. Mr. DiPierro states they use Blue Streak but price is comparable.

Chairman Mahler stated there will be a resolution for the easement for JCP&L.
7:18pm Michael McGrath arrived.

Chairman Mahler stated there will be no need for a closed session.

Chairman Mahler mentioned that in the papers of the consulting firm for the bid process for the township there was a statement that some information would be given to the Township on the 31st of December. Brian Valentino took it upon himself to send an OPRA form, but did not receive anything. Commissioner Reisch read - the final study and recommendation should be completed no later than 3/31/11 and a written status report due to business administrator by 12/31/10.

Chairman Mahler asked the consultant if anything was sent in yet. The consultant told him the complete report is due 3/31. Chairman Mahler asked the board if it pays to keep asking for the report. Commissioner Reisch feels the board should wait until 3/31. Chairman Mahler asked if they are not complying with what the bid documents state, what can the board do. Attorney Shaklee stated it is between them and the Township if they haven't provided a status report. Commissioner Borsuk and Commissioner Mitnowsky agree with Commissioner Reisch.

Chairman Mahler stated they want to replace the hand blowers in bathrooms. Georgia Pacific makes a hand towel dispenser for \$73 for each, and the board would need to purchase seven.

Chairman Mahler received from Spiezle, a request from Santorini for \$121,819.51. Many problems still exist; therefore payment should not be made until it's been resolved. Commissioner Borsuk question when is the one year up on the bond. Attorney Shaklee stated the final acceptance could be final payment. The Board will not approve payment of \$121,819.51.

UPON MOTION MADE by Glenn Borsuk and seconded by Martin Berkowitz, the agenda meeting was adjourned at 7:33pm.

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 7:45 pm.

Chairman Mahler asked for a moment of silence for all firefighters and military that 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 Val Cier, Recording Secretary.

There were no career firefighters present.

There were no volunteer firefighters present.

There were three members of the public present: Michael C. Konowicz, Charles DiPierro and Michael McGrath.

Chairman Mahler announced that the meeting was being held in accordance with the Open Public Meeting Act, having been published in the April 9, 2010; January 12 and January 14, 2011 newspapers, posted on the bulletin board of the Office of the Township Clerk, and notices sent to those requesting such.

CLAIMS AGAINST THE BOARD

Commissioner Reisch reported:

General Operating Claims Total	\$101,465.91
Capital Project Claims Total	\$1,725.33
Net Payroll Claims Total	\$ 68,321.95
Total Claims Against the Board	\$171,513.19

December 11, 2010 - January 18, 2011

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 \$171,513.19.

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 Martin Berkowitz, a motion was adopted to approve the minutes of the December 8, 2010 agenda and regular meetings, as amended.

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 18, 2011:
Hudson City Savings Bank:

Unrestricted Funds	\$923,947.55
Restricted Funds	\$405,989.83
Capital Projects	\$118,255.70
Cash on Hand	\$170.00
Restricted due from Capital projects	\$3,654.03

Total Balance \$1,448,363.08

MISCELLANEOUS

Chairman Mahler introduced Mr. McGrath, insurance agent.

Mr. McGrath provided background of current insurance policy. The premium charged was \$12,916.00 up until January 2010, prior to the new building. On January 1st the renewal came to \$76,259.00. Of that \$36,962 went to workers compensation, the remaining is included coverage for the \$3 million for the building. In meeting with Chief Carbin and Commissioner Reisch, increased coverage's based on cost values for the new building, increasing it to \$4.6 million, and added ½ million in contents value. As of January 1, 2011, the premium was \$77,704.00 for all inclusive coverage. In that time the property value increased from \$4.225 million to \$6.229 million, a 47% increase.

In a joint insurance policy there isn't specific policies written for the changes. The fund itself absorbs that cost. Very different than a traditional insurance policy. \$6390.00 is the estimate of the coverage for this building, based on the rate for the property. The property value was \$3 million; and it's calculated at .213 cents hundred.

Commissioner Reisch stated the builders risk for \$3 million of new building would be \$4,000- \$4,500 for the premium of the builder's risk. The builders risk was done in July.

Commissioner Reisch stated the board is in an inter-local agreement with Township. They need an invoice for the township. The township is paying 1/3 the cost of the premium, not the workers comp though. How do we get a bill from insurance company to provide to the township for their third?

Mr. McGrath stated there is no specific policy or document, it's all inclusive. Mr. McGrath will create an invoice with the premium of the builder's risk.

Attorney Shaklee stated the board will need, on a going forward basis, an invoice on Title, hazard and liability on the cost of the building (4.6 million). Mr. McGrath will create an agency invoice for the board. Attorney Shaklee asked Mr. McGrath to break it down by building, value and contents.

7:56pm Firefighter Nuber arrived.

Commissioner Reisch requested Mr. McGrath send bills just for new building. They will also need a breakdown on the Applegarth Road firehouse-annual cost for building. On the liability for Applegarth Road, is board covered for liability? Mr. McGrath stated the coverage is for the commissioners, volunteers' fire department and the fire department. For Applegarth Road, it shows the annual cost of \$1618, the insurance for the property, plus \$9993.96 for Halsey Reed Road.

Mr. McGrath explained the \$1618 represents the cost for the building (property) at Applegarth; the \$9993 represents the total portion of the new building at the time of the letter (September 2010). Mr. McGrath calculated \$3522 for the property and liability on Applegarth Road in 2011.

Mr. McGrath left at 8:05pm.

Chairman Mahler asked Commissioner Berkowitz to read resolution of easement to JCPL.

UPON MOTION MADE by Glenn Borsuk and seconded by Martin Berkowitz, to approve the resolution of the easement to JCPL.

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

ADOPTION OF THE 2011 BUDGET

Commissioner Reisch distributed the 2011 Fire District budget to the board for review. The budget last year had a tax rate of .20926, this year it has been reduced to .19468.

Attorney Shaklee stated the first step is to pass a resolution that budget will be read by title.

UPON MOTION MADE by Glenn Borsuk and seconded by Ed Mitnowsky, that the 2011 budget resolution be adopted by title only, and the conditions that is has been posted have been met.

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

UPON MOTION MADE by Glenn Borsuk and seconded by Martin Berkowitz, that the 2011 budget be amended for the revenue numbers that have been modified to reduce the ratables.

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

Chairman Mahler opened the meeting to the public for comment on the budget.

Mr. Konowicz asked what will happen if the budget doesn't pass. Board informed him it will go to town council.

How is the budget affected by the re-assessments? Commissioner Reisch state that the board has the new ratables to take that into account. The district lost over \$100 million in ratables in FD#2. That's why the board is amending the budget. The budget doesn't show any increase over last year. The public will not get any increase in the tax rate, even though the district lost \$100 million in ratables, therefore no reason to defeat the budget.

UPON MOTION MADE by Glenn Borsuk and seconded by Martin Berkowitz to close the budget hearing.

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

The Resolution for the 2011 Fire District budget is \$3,390,350.00, with the amount to be raised by taxation of \$2,777,350.00. The tax rate is \$0.19468.

UPON MOTION MADE by Glenn Borsuk and seconded by Martin Berkowitz, to adopt the 2011 Budget, as presented.

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

Chairman Mahler stated the postcards for the change of voting location from Applegarth Road firehouse to the new firehouse will be mailed February 7th.

BUILDING COMMITTEE

Chairman Mahler would like to replace the bathroom blowers with the automated towel dispenser.

UPON MOTION MADE by Glenn Borsuk and seconded by Martin Berkowitz, to purchase eight automated towel dispensers for \$615.32.

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

Chairman Mahler mentioned they will be getting \$3000 for the solar this month for the SREC credits (Bridgewater Group). The SREC is selling for \$655 a piece.

Chairman Mahler stated there are ongoing issues of trying to resolve the leaks. The leaks have been looked at, considering hiring a consultant and fees would need to be paid by Santorini, if the problem can't be determined.

FIRE PREVENTION BUREAU REPORT

Chairman Mahler asked Commissioner Borsuk to review Chief Carbin's Monthly Fire Prevention Report.

Commissioner Borsuk highlighted some incidents and updates:

- Structure fires in Millstone and East Windsor
- MVA with gas leak
- Structure fires in Plainsboro and Millstone
- Key fob is up and running
- Chief Carbin obtained non-profit postage
- Tomorrow is Fire Prevention presentation in Renaissance
- Command vehicle conversion will be finished 2nd week of Feb
- Truck committee going to Pierce the end of January 30, returning February 1st - \$350 for meal allowance (Carbin, Grande, Volkmann, Cackowski) in Wisconsin.

UPON MOTION MADE by Glenn Borsuk and seconded by Martin Berkowitz, to approve \$350.00 for meal allowance for four firefighters on truck committee.

ROLL CALL: Aye Berkowitz

Aye Borsuk

Aye Mahler

Aye Mitnowsky

Aye Reisch

Commissioner Berkowitz questioned who is paying for travel. Commissioner Borsuk stated the board will need to pay, but nothing was included on travel in Chief's documentation. The board will need to speak to Chief Carbin regarding travel.

- Interviews are taking place for top 5 candidates from testing, pending background checks and physicals. Tentatively, Firefighter will start on February 3rd.

APPLEGARTH VOLUNTEER FIRE COMPANY

Chairman Mahler asked for the Applegarth Volunteer's report. There was no representation at meeting.

MEETING OPEN TO THE PUBLIC

Chairman Mahler opened the meeting to the public.

Mr. Konowicz questioned:

- Exit sign needed from training room - Firefighter Nuber stated it is not needed for fewer than 50 people.
- Emergency lights in the building - Firefighter Nuber stated the lights are always on.
- \$600 was for 7 towel racks, recommended going back to engineer for a smaller blower unit, otherwise you'll be spending more for paper towels - Chairman Mahler stated the

- firefighters prefer the paper
- Old firehouse; will that continue as a firehouse - Commissioner Borsuk stated as long as the volunteers man it, it will stay.
- Who pays insurance-Commissioner Reisch stated there is an agreement with the board to pay
- The air conditioner units are close to the curb, suggest installing Loli columns - Chairman Mahler stated that is a great suggestion the board will look into and put in a change order.

CORRESPONDENCE

Chairman Mahler asked if there was any correspondence to be read. Commissioner Berkowitz had no correspondence.

CLOSED SESSION

Chairman Mahler announced no need for an executive session.

ADJOURN

Chairman Mahler asked for a motion to adjourn.

UPON MOTION MADE by Glenn Borsuk and seconded by Martin Berkowitz, the meeting was adjourned 8:48pm.

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: Val Cier