

TOWNSHIP OF MONROE
Board of Fire Commissioners
Fire District No. 2
Minutes of the Agenda and Regular Meetings
Tuesday, February 16, 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 7:05 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, was not present, and Val Cier, Recording Secretary.

There were five career firefighters present: Chief Carbin, Lt. Riley, Lt. Volkmann, Firefighter Grande and Patel.

There was one volunteer firefighter present: Dave Lesser.

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 February 12, 2010 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. Corrections were discussed to various pages from Commissioners Borsuk, Reisch and Berkowitz.

Chairman Mahler asked the board to review the Claims against the Board. Commissioner Reisch explained that on Page 3 of the Claims for NJ State Health Benefit - the State has billed the board over \$5,000 (Dec/Jan/Feb) even though the contract had ended with Les Barta. Chief Carbin is resolving the situation with the State. They will either reduce the next bill (March) or submit a refund.

Chairman Mahler reported that the Treasurer's report and Building Committee update will be read at the regular meeting.

7:20pm - Firefighters Croker and Wenz arrived.

Commissioner Berkowitz read a resignation letter from Les Barta effective February 13, 2010 which was to commence on November 16, 2009. Chairman Mahler wanted to thank Les for his

duty to the community and the board and fellow firefighters, and mentioned he was very helpful to board in obtaining grants. He did express an offer to assist the board with grants in the future, which the board will consider.

Commissioner Reisch stated there has been much correspondence regarding the budget and union negotiations, which will be discussed later in regular meeting.

Chairman Mahler stated the board would like to discuss mutual aid - how many runs are done per year and if there is a chance of compensation. Chief Carbin stated the board should not expect compensation. Department is in two mutual aid organizations - Western Monmouth and Suburban Chiefs (13 departments and each one has a signed mutual aid agreement).

Commissioner Berkowitz asked what part of the turnpike does the department respond to. Chief Carbin clarified that the department is only mutual aid to Hightstown for the turnpike calls. The State police are trying implement North /South turnpike coverage.

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 7:27pm.

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 Val Cier, Recording Secretary.

There were seven career firefighters present: Chief Carbin, Lt. Riley, Lt. Volkmann, Firefighter Grande, Patel, Crocker, Wenz.

There was one volunteer firefighter present: Dave Lesser.

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

Chairman Mahler announced that the meeting was being held in accordance with the Open Public Meeting Act, having been published in the February 12, 2009 newspaper, posted on the bulletin board of the Office of the Township Clerk, and notices sent to those requesting such.

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 January 13th 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	\$189,731.33
Capital Project Claims Total	\$365,552.58
Net Payroll Claims Total	\$ 92,957.17
Total Claims Against the Board	\$639,241.08

January 14, 2010 - February 19, 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 \$639,241.08.

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 February 19, 2010

Hudson City Savings Bank:

Unrestricted Funds	\$500,557.03
Restricted Funds	\$404,296.13
Capital Projects	\$1,117,173.95
Cash on Hand	\$170.00
Total Balance	\$2,022,197.27

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 orders GC20 to GC26 for the construction of Halsey Reed Road Fire House/Emergency Medical Services Facility:

- GC20 - in the amount of \$1,745 to supply and install two exterior light fixtures for emergency egress.
- GC21 - in the amount of \$2,103 to supply and install a ducted HVAC return.
- GC22 - in the amount of \$12,802 for relocation of EF#2 exhaust fan from the rooftop to in-line fan on Mezzanine area.
- GC23 - in the amount of \$4,536 for the installation of motorized back draft dampers for EF#2 and EF#3.
- GC24 - in the amount of \$5,301 for the supply and installation of interior column

- covers.
- GC25 - in the amount of \$1,478 to modify exterior signage with additional letters.
 - GC26 - in the amount of \$9,438 to supply and install 235 linear FT of snow guard fencing on roof.

Commissioner Borsuk questioned GC20 - should that have been part of the code. Mr. Moore stated it was a question of interpretation.

UPON MOTION MADE by Glenn Borsuk and seconded by Lawrence Reisch, to approve the consent agenda resolutions GC20 through GC26, as presented.

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

Chairman Mahler stated there was a proposal from Oxford Engineering for the above ground tanks, part of the construction is a key with a chip in it. Only the vehicles with that key/chip can pump from those tanks. Total is \$13,700.00; part 1 is \$7200; part 2 \$6500. It's about \$40,000 for the tank.

Attorney Shaklee read the resolution authorizing the execution of an agreement with Oxford Engineering for the plans and specification for the installation of an above ground storage tank vehicle fueling system.

UPON MOTION MADE by Lawrence Reisch and Ed Mitnowsky to approve the agreement with Oxford Engineering Company, Consulting Engineers for the development of plans and specs for the installation of the storage tank fueling system.

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

Mr. Moore reported that the senior center is out for bid again, to come in for March 5. Feist Engineering is working with Freehold Soil on coming up with a temporary solution. Commissioner Reisch asked how it will affect the new firehouse. Township has to dig a hole where the pipe would end, it doesn't affect new firehouse.

Mr. Moore reporting on building:

- Water service will be in next week.
- Snow guards will be very beneficial.
- Electrical parts and solar panels showing up next month.

Chief Carbin stated they are looking for approval for phones, data and cable for Pro-Media. They did the phones for police. In their finalization meeting, the quote is \$67,059, listed under WSCA (Western State Contract Alliance) contract - a derivative of NJ State contract. Chief Carbin will not be asking for approval for the training room class tonight. They are both

under the bid threshold, but there is a \$6,000 difference (one is a Yugo and another one is a Cadillac). Commissioner Reisch stated when it comes to quality and sound system, go with Cadillac version.

Chief Carbin will be meeting with furniture representative. He will look at other sources because the State prices are very high for furniture.

Chief Carbin state April 15 will be delivery of appliances. Interior furniture should be delivered when done. There is a need for a washer- Speed Queen from Better Living for \$1450, lowest price. Would like to purchase it now since the current washer is not working. Need a Gear extractor- Continental brand available for under what was budgeted.

Commissioner Reisch advised that Best Buy can possibly offer a better price. Chief Carbin will bring model # of TV to Best Buy and Better Living. Manalapan Fire Department went to Best Buy and purchased at cost minus 10%.

UPON MOTION MADE by Glenn Borsuk and seconded by Martin Berkowitz, to award the contract for data cable, wiring and telephones to ProMedia, in the amount of \$67,059.00.

ROLL CALL: Aye Berkowitz

Aye Borsuk
Aye Mahler
Aye Mitnowsky
Aye Reisch

UPON MOTION MADE by Glenn Borsuk and seconded by Lawrence Reisch, to purchase the washer, as designated, not to exceed \$1450.00, and the gear extractor not to exceed \$6000.00.

ROLL CALL: Aye Berkowitz

Aye Borsuk
Aye Mahler
Aye Mitnowsky
Aye Reisch

CORRESPONDENCE

Commissioner Berkowitz read resignation letter from Les Barta effective February 13, 2010 which was to commence on November 16, 2009.

Commissioner Berkowitz stated it has been a pleasure to have been associated with him and thanked him for his service. Commissioner Reisch congratulated Les and wished him well. Chairman Mahler wished him well and luck in his upcoming election.

FIRE PREVENTION BUREAU REPORT

Chief Carbin reported on the Tri District Meeting:

- Mr. Dinozo, of MTUD, attended the Tri district meeting, gave out information on hydrant system and plans for the future. After that meeting, information was provided to department based on their request. More to be discussed at next meeting.

- Digital radios- police switched 95% of their radios to digital radios without fire department awareness. Chairman Mahler asked if Tri-district could have a meeting with the Mayor. Chief Carbin stated the radio committee is going to draw up list of concerns (narrow banding). This summer, one police unit will test the narrow banding. Motorola feel coverage will go down a little. Police feel it will be a lot of. Fire department needs more coverage and is aware police/fire department don't agree.

Chairman Mahler stated they have talked about radios for years, has anyone approached the Mayor. Chief Carbin stated the radio committee will go to the public safety director, after the tri district meeting.

Commissioner Reisch stated there is lack of respect. The Mayor controls the Police department, there is no communication, and no effort to bring in the 3 districts with the police dept and nothing has been done to improve this - the Administration is to blame. This is completely wrong and shows their lack of respect.

APPLEGARTH VOLUNTEER FIRE COMPANY

Dave Lesser reported on behalf of President Davis, who is in First Responder class:

- The Installation dinner was rescheduled to March 20th.
- There are two new members- a junior and probie firefighter.
- Donation from Hudson City Saving Bank - Dave Lesser will advise after the volunteer meeting and advise Chairman Mahler.

FIRE PREVENTION BUREAU REPORT

Chief Carbin provided the Fire Prevention Bureau Report:

- Training - will be conducting CPR, AED, Autism, etc all mandatory training
- Incident run log: Gave mutual aid 5 times; received 2 times (Hightstown and Cranbury)
- Quote on brakes on 571 is biggest repair at this time.
- Tank-contacting RJS for quote on welding
- Snow plow now leaks on new truck-will be looked into this week.
- Would like board to consider filling open position due to resignation - Instead of an outside agency doing testing, the department can do the written and physical test; an outside agency can do oral interviews. Chief Carbin knows about 1/3 of the candidates. Test for position to get best candidates for opening.

Commissioner Reisch asked if there is an outstanding volunteer, would we go through the same motions. Chief Carbin would rather go through the standard process. Commissioners Mitnowsky, Reisch and Borsuk agree with Chief Carbin.

Chief Carbin sent 2 proposals. Last time it was \$6800 for written/physical; \$1800 for interview. It would come out of the operating budget. Need to set test date at local school; physical at fire academy. Put the notice out for a month; it's a 3 month process before written test.

Chief Carbin will send notice to all fire departments. It was sent to fire departments, fire academy's and internet posting. Chairman Mahler would like to have it posted in the paper. Chief Carbin will forward advertisement to post. Board would like to post in 3 papers:

Asbury Park Press
Star Ledger
Trenton Times

MEETING OPEN TO THE BOARD

Chairman Mahler stated he visited doctors office and the doctor complained at cost of fire extinguisher fee. Chief Carbin stated the price is set by the State.

Chairman Mahler asked about the rule book. Chief Carbin stated rules and regulations have been revised by Commissioner Borsuk and Chief Carbin. Chief Carbin will send to Attorney Shaklee for review.

OPEN TO THE PUBLIC

The public had no comment.

CLOSED SESSION

Chairman Mahler announced the need to hold an executive session at 8:21 pm for the purpose of collective bargaining contract negotiations.

UPON MOTION MADE by Glenn Borsuk and seconded by Lawrence Reisch, to hold an executive session for the purpose of contract negotiations.

ROLL CALL: Aye Berkowitz

Aye Borsuk

Aye Mahler

Aye Mitnowsky

Aye Reisch

ADJOURN

Chairman Mahler asked for a motion to adjourn.

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: Val Cier