

TOWNSHIP OF MONROE
Board of Fire Commissioners
Fire District No. 2
Minutes of the Agenda and Regular Meetings
Tuesday, April 14, 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, and Val Cier, Recording Secretary.

There was one career firefighter present: Chief Carbin.

There were two volunteer firefighters present: Dave Lesser and Mark Davis.

There were three members of the public present: Brian Moore - Epic, Michael Liebowitz, Monroe Township Councilman, 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 April 9, 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 Borsuk stated on Page 1 of capital projects - the first check should be in general operating claims. Commissioner Reisch asked Chief Carbin to contact Dan Carlstrom to correct the posting of the claim.

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

Commissioner Berkowitz read a letter from Sondra Roberts, Clearbrook resident, to Chief Carbin regarding a carbon monoxide alarm for the swift response. Commissioner Berkowitz read a letter of registered voters not on voting list, response from County Board of Elections.

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

UPON MOTION MADE by Martin Berkowitz and seconded by Maurice Mahler, the agenda meeting was adjourned at 7:22pm.

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 7:32 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 was one career firefighter present: Chief Carbin.

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READING OF RESOLUTIONS

Attorney Shaklee stated the board will do a consent agenda, where all the resolutions will be adopted at once since they have been read at the previous meeting.

Chairman Mahler asked for a motion to adopt the following Resolutions on a second reading, by title only:

- Resolution Establishing Compensation for members of the Board
- Resolution Establishing Compensation for Board Attorney
- Resolution Establishing Compensation for Board Accountant/Auditor
- Resolution Establishing Compensation for Recording Secretary

UPON MOTION MADE by Glenn Borsuk and seconded by Martin Berkowitz, a motion was adopted to approve the Resolutions Establishing Compensation for members of the Board, Board Attorney, Board Accountant/Auditor and Recording Secretary, by title only.

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 March 10, 2010 agenda, reorganization 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 \$394,287.67
Capital Project Claims Total \$630,891.03
Net Payroll Claims Total \$ 91,277.47
Total Claims Against the Board \$1,076,456.17
March 11, 2010 - April 16, 2010

UPON MOTION MADE by Martin Berkowitz and seconded by Glenn Borsuk, claims against the Monroe Township Board of Fire Commissioners of District No. 2 were approved in the amount of \$1,076,456.17

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 April 14, 2010

Hudson City Savings Bank:

Unrestricted Funds	\$676,837.42
Restricted Funds	\$404,296.13
Capital Projects	\$174,435.35
Cash on Hand	\$170.00
Total Balance	\$1,255,738.90

Commissioner Reisch reported that the board is low on funds in capital project account. Commissioner Reisch stated Chief Carbin received a check from the township today.

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 GC29 to GC37 for the construction of Halsey Reed Road Fire House/Emergency Medical Services Facility:

- GC29 - in the amount of \$5423.00 to modify the Truck bay lighting fixtures
- GC30 - in the amount of \$1121.00 to supply and install ¾" landscape stone
- GC31 - in the amount of \$2064.00 to install Corian counter top for laundry room sink
- GC32 - in the amount of \$849.00 to install solid surface window sill
- GC33 - in the amount of \$1031.00 to modify millwork to kitchen, EMS dayroom and FD radio room
- GC34 - in the amount of \$2005.00 to supply and install rough-in conduit for card readers
- GC35 - in the amount of \$1796.00 to supply and install fire alarm heat detector
- GC36 - in the amount of \$1140.00 to supply and install exhaust fan for storage room #128
- GC37 - decrease in the amount of \$10,394.00 to credit change order to be issue for the balance of non-used steel allowance

Chairman Mahler questioned GC37. Mr. Moore stated there was a \$12,000.00 credit available in case of miscellaneous steel work. \$10, 394.00 was not used.

- GC38 - in the amount of \$4548.00 to provide EMT conduit pathway between sensors

Chairman Mahler questioned GC38. Mr. Moore stated it wasn't on the plans, and reported that we are only at 3% of change orders.

Part of Spiezle's/CMX contract is that they need to perform a punch list. If not CMX, it would be another engineering firm. Speizel pays for that. CMX mechanical and civil exist until May 11th. Certain contractors and personnel were acquired by Birdsall. CMX is a subcontractor of Spiezle.

Chairman Mahler questioned who is responsible if there is a problem with something CMX did. Attorney Shaklee stated if there was an issue with CMX, CMX and Spiezle would be accountable.

UPON MOTION MADE by Glenn Borsuk and seconded by Lawrence Reisch, to approve the consent agenda resolutions GC29 through GC38, as presented.

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

7:47pm - Jason Martin arrived.

Mr. Moore reporting on building:

- Freehold soil has agreed to transfer responsibility of the storm water to the township.
- This system will not percolate that much so they will have a solution
- Working on landscaping, paving next week, grass is growing.
- Finalized wiring, approval from the township to get JCPL; can't do equipment start up or closing of ceiling. Good percentage of building will be done by end of the month.
- Construction fencing is down
- Solar ribbing going up for support
- Panels go up next week

Chairman Mahler distributed a sketch from sun electric. There is a large panel monitor on the wall. The proposed aluminum kiosk is to go on the wall in the training room for the solar, for about \$1500-1800. When the board received the grant, it was to allow for educational purposes. Need a tech to setup link on firehouse website so students can view how the solar is being used. Mr. Moore suggested viewing Oak Tree middle school to view solar activity. The information goes to another site. May need a contract with that site for next year (Fatspaniel) Mr. Moore spoke to Sun Electric about Fatspaniel. There may be a maintenance fee after a year.

Chairman Mahler stated company with kiosk also does graphics on the wall.

Mr. Moore stated they are waiting for tree delivery end of April/beginning of May.

Need Resolution authorizing appropriate officials to advertise for bids for the installation of a vehicle fueling system, which will include a date for the bid opening.

UPON MOTION MADE by Glenn Borsuk and seconded by Lawrence Reisch, to authorize Chief Carbin and appropriate board member to advertise on installation of a vehicle fueling system.

ROLL CALL: Aye Berkowitz

Aye Borsuk

Aye Mahler

Aye Mitnowsky

Aye Reisch

Commissioner Reisch questioned the approximate cost of the fuel tank. Chairman Mahler stated initially it would've been \$48,000.00. The current amount is \$53,700.00.

Commissioner Reisch asked if there is anything that would jeopardize of going over the \$134,000. Mr. Moore stated on the last page of the building report, there is a page of soft costs that must be purchased to put in the building. At this point, the board is in good shape on cost. There may be minor issues that come up.

Chairman Mahler looked at flag pole, considering memorial garden, at new building and received a quote of \$1542.00 from Lark Nurseries for landscaping, and waiting for another bid.

Mr. Moore brought up road signs. Chairman Mahler mentioned signs that change messages. Commissioner Reisch doesn't like changing signs, people take their eyes off the road. It's something that can be done later down the road, wiring is in place if needed.

Chairman Mahler stated there is a convention coming up in May - solar convention, train on how solar is installed, cared for, etc. It would be \$1000 for someone to attend. That person can come back and train others on various shifts. Chief Carbin stated it's run by manufacturers in Phoenix, AZ. Chairman Mahler stated there may be other venues. Commissioner Mitnowsky questioned why can't the company that installed the solar come out to train the staff. Middlesex County doesn't have courses for fire services on solar panels. Chief Carbin reported that a homeowner had a fire and the fire department didn't know how to disconnect panel. Chairman Mahler stated there are 15 homes in Monroe, and the school that has solar panels. Commissioner Reisch asked if there is anyplace in the state this information can be found. Doesn't sun electric provide this information for the firefighters.

Mr. Moore stated LEADS is an organization and suggested the board to become a member of the organization, it's not that expensive and they have courses and information available. They are national organization.

Chairman Mahler asked if there is training for firefighters on fighting fires with solar. Chief Carbin stated there aren't any courses. Commissioner Borsuk stated there has to be a better way to learn about the solar, the firefighters are not solar techs, they need day to day knowledge. Chief Carbin stated the firefighters would need to know how to explain solar to the public when schools come in.

Mr. Moore stated that leads has courses, in NJ, general information, maintenance, lead certification. Mr. Moore will send the information to Chief Carbin, Commissioner Borsuk and Chairman Mahler. It's the same thing as AC equipment, firefighters aren't trained for AC, you call a technician. Just need basic knowledge. Mr. Moore stated you'll get instructions and training. Its not your main function of your job, LEADS will give the information. JCPL doesn't know much about it, but they want precautions for themselves as well.

MISCELLANEOUS

Michael Liebowitz, Monroe Township Councilman, thanked the board for inviting him. His father was board chairman here when the district was formed.

Mr. Liebowitz asked when the new building is finished, will the trucks be move to new firehouse.

Chief Carbin stated that the volunteers that live south of the firehouse, they would respond to existing firehouse to bring out apparatus. Those that live on the north side of the firehouse would respond to the new firehouse, but that is still being discussed.

Commissioner Reisch stated the existing firehouse won't be a functional firehouse. Chief Carbin stated there will be 3 pieces of apparatus in existing firehouse. Based on discussions between Chief Carbin and Commissioner Reisch, there would be no phones, and heat when needed, but this has not been discussed with board at this time.

Commissioner Mitnowsky stated the current building is owned by the volunteers, and the board pays rent to volunteers. Chairman Mahler stated the board hasn't decided anything until the new building is up and running. Commissioner Reisch and Mitnowsky stated the existing firehouse is not "up to snuff". President Davis questioned the board on what's wrong with the existing building? Commissioner Borsuk stated that some members of the board may have a misconception of a functioning firehouse. The existing firehouse is not a proper building for a full time career station. It's a standard firehouse for volunteer or partial career staff. It's not going to continue as a staffed career firehouse. If there is any intention of shutting down the firehouse, it's news to Commissioner Borsuk, as well as others on the board.

8:30pm-Brian Moore and Michael Leibowitz left.

Chairman Mahler mentioned the date of dedication is planned for Monday, September 27th, at approximately 10:00am, for the Mayor's attendance.

CORRESPONDENCE

Chairman Mahler asked if there was any additional correspondence, other than that discussed at the agenda meeting. There was no additional correspondence.

FIRE PREVENTION BUREAU REPORT

Chairman Mahler asked Chief Carbin for the Fire Prevention Report.

Chief Carbin reported:

- Copy of Township Construction reimbursement check of \$996,487.00.
- Thermostat PSG in Clearbrook are arcing and shorting (they've had about 14 incidents). It was put on their TV channel and mentioned in their meetings. Memo went out in November and April 8th. Owness is on the resident. Consumer product is coming out to obtain the burnt thermostat.

Chief Carbin will call Jane at Clearbrook and the State - there are several residents that have not seen the memo's. Commissioner Berkowitz will ask as well.

Chief Carbin reported on Verizon and Comcast. Mr. Martin has been communicating with both. Comcast sent contract to install at \$2100.00 for a 3 year contract and installation is free; \$180/month for cable and TV. Attorney Shaklee is reviewing contract - Public entity is usually for 2 years, unless there is exception.

Chief Carbin stated the phones have a fee schedule - \$120 for first ½ hour; \$55 for hour after that. It may take 3-5 hours to run. Chief Carbin figures it would take 6 hours, therefore about 500-600. Verizon phones is what is being used today. Verizon fios is not available. If we go to Comcast, we can't carry phone #'s and not comfortable with the alarm system on Comcast. Not sure if we stay with Verizon, we can keep the hardwired lines at this time.

Chief Carbin suggests Verizon for phones and Comcast for TV and cable/internet.

UPON MOTION MADE by Glenn Borsuk and seconded by Ed Mitnowsky, to approve Verizon for phone and Comcast for TV and cable/internet, contingent upon 3 year contract.

ROLL CALL: Aye Berkowitz

Aye Borsuk
Aye Mahler
Aye Mitnowsky
Aye Reisch

Chief Carbin continue his report:

- Needs a copy of the 1st responder resolution, spoke to Attorney Shaklee.
- Truck committee: received another set of specs for another truck, now have Pierce and Crimson. Everything will be here to review within the next 2 weeks. There is a price increase for September - jump up 10-22% due to material. Need amount to go to bond, absentee ballots 60-90 days (June). Attorney Shaklee will email Jacquie Shanes. Vote by mail is a new option. Cost will be \$1.5 -1.6 million for the truck.
- Baltimore Expo: firefighter would drive down; \$1275 per person; up to 3 attendees were allotted; early registration due before 6/18. Deputy Chief Lesser will attend. Attendance includes all swaps.

UPON MOTION MADE by Glenn Borsuk and seconded by Ed Mitnowsky, to approve three personnel, not to exceed \$4000.00, to attend Baltimore Expo, which will include swaps.

ROLL CALL: Aye Berkowitz

Aye Borsuk
Aye Mahler
Aye Mitnowsky
Aye Reisch

- Tri district meeting: discussion about box alarms. Need some attendance from district 2 for support. Next meeting will be in June (third Thursday) at station 51 at 4pm. Talked about tri-district grant and doing radios as a tri district grant and include mutual aid, doing regional grant.
- Discussed two recent working fires. On April 6th fire, slow response for mutual aid. Millstone was covering District 2. About 50 minutes fighting fire.
- Three quotes for gear dryer: cheapest quote of three is \$4700 (using \$1200 coupon); price after April is \$5900.

UPON MOTION MADE by Glenn Borsuk and seconded by Ed Mitnowsky, to approve the purchase of a gear dryer, not to exceed \$6500.00.

ROLL CALL: Aye Berkowitz

Aye Borsuk
Aye Mahler
Aye Mitnowsky
Aye Reisch

APPLEGARTH VOLUNTEER FIRE COMPANY

President Mark Davis thanked commissioners for coming to installation dinner and for support. There is a new volunteer in fire school right now. Mr. Davis mentioned he has been with department for 15 years, and Captain for 6 years. The past may have been a rocky road with

commissioners, but the volunteers are looking to change that since both need each other. Mr. Davis stated the remarks earlier regarding the volunteer building is upsetting.

Chairman Mahler clarified the remarks regarding the building is unfit for 24 hour career firefighters. Commissioner Reisch stated there are certain adjustments that need to be made with the volunteers and the building; the board won't keep it as a fully functioning firehouse; volunteers will need to take on some responsibility.

Chairman Mahler stated the board will sit with volunteers after the new building dedication. Commissioner Borsuk stated the apparatus response will be discussed prior to the dedication. Commissioner Reisch stated everything will stay status quo. Chairman Mahler stated there can be initial discussions in May. Commissioner Borsuk suggested to shoot for 2 months after being in new firehouse to have the discussions. Preliminary discussions will be with Commissioner Reisch and Commissioner Berkowitz; Commissioner Borsuk will fill in when another commissioner can't attend.

MEETING OPEN TO THE BOARD

Chairman Mahler stated he has not have heard from Alana, the grant writer. There is another Grant writer in Florida. Will ask Chief Carbin to talk to him, and Commissioner Borsuk will talk to him as well.

OPEN TO THE PUBLIC

Dennis Cronin suggested a few items for the board to consider:

- Issues with building use and response time need to be addressed sooner than later
- Current telephone and stationary - people in volunteer organization may want to keep their phone #; they have owned it for a very long time.

CLOSED SESSION

Chairman Mahler announced the need to hold an executive session at 9:25 pm for the purpose of contract negotiations.

UPON MOTION MADE by Glenn Borsuk and seconded by Martin Berkowitz, 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