

TOWNSHIP OF MONROE
Board of Fire Commissioners
Fire District No. 2
Minutes of the Agenda and Regular Meetings
Wednesday, May 11, 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, Monroe Township, New Jersey for an Agenda and Regular Meeting.

Chairman Mahler called the meeting to order with a Salute to the Flag at 7:01 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, Maurice Mahler, Edward Mitnowsky and Lawrence Reisch.
ALSO PRESENT: Board Attorney Richard J. Shaklee, Esquire, and Lindsay Lesser, Substitute Recording Secretary.
There were no career firefighters present.
There were no volunteer firefighters present.
There was 1 member of the public present: Michael C Konowicz

Chairman Mahler announced that the meeting was being held in accordance with the Open Public Meeting Act, having been published in the April 1, 2011 newspaper, posted on the bulletin board of the Office of the Township Clerk, and notices sent to those requesting such.

AGENDA MEETING

Chairman Mahler asked if there were any corrections to last month's minutes.

The following corrections were noted:

Page 4 - Claims Against the Board were read by Commissioner Reisch.

Page 5 - Fire Prevention Bureau Report was read by Commissioner Borsuk.

Page 6 - 2nd paragraph, 2nd sentence should read: The liability and content for four and a half million.

Page 8 - 4th paragraph should read: Mr. Dower submitted an OPRA for February election results.

Chairman Mahler asked the board to review the Claims against the Board. Check number 21660 for \$1000 was written to as a deposit for the grant writing company that Alana joined. There will also be a \$100 monthly retainer fee and the hourly rate is \$75.

7:15pm Dan Steadman arrived

Chairman Mahler reported that the Treasurer's report, Building Committee and Fire Prevention updates will be read at the regular meeting.

7:20 Howard Dower and Charlie DiPierro arrived

7:27 Jeff Levy & Dennis Cronin arrived

One copy of the consolidation report will be given to the commissioners. Chairman Mahler asked the Chief to make copies at Staples for each Commissioner. The report was supposed to be available this past Friday, but it wasn't ready. We were told that it would be available for distribution at the May 25th meeting. Per Attorney Shaklee, the commissioners can attend the meeting, but should not speak even as public, because they are elected officials.

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

ROLL CALL: Aye Berkowitz
Aye Mahler
Aye Mitnowsky
Aye Reisch

REGULAR MEETING

Chairman Mahler called the regular meeting to order with a Salute to the Flag at 7:30 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, Maurice Mahler, Edward Mitnowsky and Lawrence Reisch.

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

There were no one career firefighters present.

There were three volunteer firefighters present: Dan Steadman, Jeff Levy and Dennis Cronin.

There were two members of the public present: Charlie DiPierro & Michael Konowicz

Chairman Mahler announced that the meeting was being held in accordance with the Open Public Meeting Act, having been published in the April 1, 2011 newspaper, posted on the bulletin board of the Office of the Township Clerk, and notices sent to those requesting such.

UPON MOTION MADE by Martin Berkowitz and seconded by Lawrence Reisch, a motion was made to adopt the resolution authorizing the agreement with National Vision Administrations LLC.

ROLL CALL: Aye Berkowitz
Aye Mahler
Aye Mitnowsky
Aye Reisch

UPON MOTION MADE by Martin Berkowitz and seconded by Lawrence Reisch, a motion was made to adopt the contract with AFG Grant Writing down payment of \$1000 and payment amount of \$100 per month.

ROLL CALL: Aye Berkowitz
Aye Mahler
Aye Mitnowsky
Aye Reisch

MINUTES

Chairman Mahler asked for a motion on the Minutes.

UPON MOTION MADE by Martin Berkowitz and seconded by Lawrence Reisch, a motion was adopted to approve the minutes of the April 13, 2011 agenda and regular meetings, as amended.

ROLL CALL: Aye Berkowitz
Aye Mahler
Aye Mitnowsky
Aye Reisch

CLAIMS AGAINST THE BOARD

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

Commissioner Berkowitz read the report:

| | |
|--------------------------------|--------------|
| General Operating Claims Total | \$180,080.46 |
| Capital Project Claims Total | \$0.00 |
| Net Payroll Claims Total | \$68,914.06 |
| Total Claims Against the Board | \$248,994.52 |

April 16, 2011 - May 13, 2011

UPON MOTION MADE by Lawrence Reisch and seconded by Martin Berkowitz, claims against the Monroe Township Board of Fire Commissioners of District No. 2 were approved in the amount of \$248,994.52

ROLL CALL: Aye Berkowitz
Aye Mahler
Aye Mitnowsky
Aye Reisch

TREASURER'S REPORT

Chairman Mahler asked for the treasurer's report.

Commissioner Reisch reported the following as of May 13, 2011

Hudson City Savings Bank:

| | |
|--------------------|--------------|
| Unrestricted Funds | \$473,999.88 |
| Restricted Funds | \$375,989.83 |
| Capital Projects | \$3,824.62 |
| Cash on Hand | \$170.00 |
| Total Balance | \$85,984.33 |

BUILDING COMMITTEE REPORT

Chairman Mahler reported that the company that handles selling our S-Recks has sold either 3 or 4 back which translated into approximately \$2,000. The exact numbers will be confirmed via email with a few days. He will also provide a report ever 5 months. Currently we are averaging approximately \$2,000 per month.

Attorney Shaklee confirmed that we have the extended warrantee with Santorin in case any issues arise.

CORRESPONDENCE

Chairman Mahler stated that there was email correspondence from the township that confirmed the May 25th date for receiving the Consolidation Report.

Chairman Mahler stated Dan has been speaking to George Lang and evidently George Lang was confused about the \$100,000 grant money that the township received. We applied for the grant from Middlesex County. The township thought that when they turned over the \$100,000

to us, that was to be considered their payment, which is incorrect. Hopefully, now that this is cleared up, we will receive payment by the end of the month.

FIRE PREVENTION BUREAU REPORT

Chairman Mahler asked Chief Carbin for the Fire Prevention Report.

- Reviewed hours
- Reviewed training
- SOG - mutual aid response
- Fire Prevention Bureau
- Monthly inspection update
- Incident Run Log
 - Vehicle vs. building
 - Tractor trailer fire
 - Basement fire
 - Mutual aid call for an overturned tanker
 - Smell of gas
 - MVA with entrapment
- Personnel event total
- Monthly run analysis
- Apparatus & Equipment
 - Chief asked Attorney Shaklee if he needs a resolution to dispose of a damaged ladder. Per Attorney Shaklee, it is a good idea so that there is a public record as to what happened and why the equipment is being taken out of service.
- Update on the new truck
 - Welding should be done this week.
 - Pictures will be sent out on a weekly basis which will elevate the need for a mid build trip.
 - Final inspection visit will still be done.
- The meeting with Dominion electric company needs to be rescheduled as the scheduled meeting was cancelled due to a working structure fire in Hightstown. Our crew was assigned to vent the roof but had some mechanical issues and abandoned their task. As soon as they came off the roof, the fire broke out the window and the heat damaged the 35ft Alco Lite ladder. UL was called in to do a Return to Service Test - which the ladder failed when it twisted with 2/3 of the 800lb weight. The cost of the ladder is \$1200

UPON MOTION MADE by Martin Berkowitz and seconded by Edward Mitnowsky, due to damaged caused by a fire, to take out the 35foot Alco Lite ladder out of service and properly dispose.

ROLL CALL: Aye Berkowitz
Aye Mahler
Aye Mitnowsky
Aye Reisch

- Landscaper will be here on Friday to discuss the 9/11 memorial garden.
- Fire Prevention presentation was well received at Encore.
- Fire drill conducted at the Villas - the new 3 story apartment complex by the Ponds.

There are currently 110 residents. Chief to follow up with management for and provide suggestions for their building.

APPLEGARTH VOLUNTEER FIRE COMPANY

Deputy Chief Davis is at the fire academy with the 4 junior members tonight.

As reported by Dennis Cronin, volunteer moral is at an all time high and there has been good participation at training. The department is focusing on recruiting new members. The volunteers will be participating in the Jamesburg and Cranbury Memorial Day parades.

Dennis Cronin submitted the audit as requested by Commissioner Reisch.

Dan Steadman - the department attended a career fair at the high school where they received 20 names. The volunteers are currently contacting those who said they were interested.

Chairman Mahler suggested that the volunteers get a tour of the new High School. Chief Carbin stated that he would set up a time for the volunteers and Station 51 get a tour.

Dennis Cronin stated that the volunteers are working with Charlie DiPierro at Station 51 as they may have some older apparatus that they aren't using - pumper/pick up truck.

Jeff Levy asked how donations would affect the amount of money that the volunteers receive from the commissioners. Commissioner Reisch stated that donations don't have any affect on the amount allocated to the volunteers.

Jeff Levy asked when was the last time that the volunteers had an increase in funds from the commissioners. Commissioner Reisch stated that we aren't going to discuss any increases and perhaps in the future there will be a decrease. Additionally, no decisions will be made until after the township consolidation report is published.

Dennis Cronin stated that the volunteers hosted a breakfast at the Renaissance for the veterans and received 12 potential new members - 4 fire police & 8 support members.

Chairman Mahler suggested that the volunteers receive training on solar panels. Chief stated that he will include the volunteers on training, but there isn't any scheduled that this time.

OPEN TO THE PUBLIC

Chairman Mahler opened the meeting to the public.

Michael Konowicz stated that Mrs. Obama is scheduled to be at the ribbon cutting ceremony at the new high school on May 23rd. Chief Carbin to look into this for more information.

Charlie DiPierro asked if there is a minimum number of employees for the eye care insurance. Chief Carbin stated that each group will be billed separately without a minimum.

CLOSED SESSION

Chairman Mahler announced no need to hold an executive session.

ADJOURN

Chairman Mahler asked for a motion to adjourn at 8:20pm.

UPON MOTION MADE by Lawrence Reisch and seconded by Edward Mitnowsky, the meeting was adjourned.

ROLL CALL: Aye Berkowitz
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