

TOWNSHIP OF MONROE
Board of Fire Commissioners
Fire District No. 2
Minutes of the Agenda and Regular Meetings
Wednesday, May 13, 2009

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 7:03 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 was one career firefighter present: Chief Carbin.

There was one volunteer firefighters present: Dan Medina.

There were no members of the public present

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 asked if there were any corrections to the minutes. Commissioner Borsuk had the following corrections:

Page 6 - 2nd to last paragraph 3rd sentence should read: Chairman Mahler is more concerned about the \$20,000 hookup for water and \$20,000 for sewer.

Page 6- last paragraph 3rd sentence should read: County still wants certain things first.

Page 7 - last paragraph 1st sentence should read: Commissioner Berkowitz has tried to get into the paper in Ponds and Renaissance, but has been unsuccessful each time.

Page 9 - 5th paragraph last sentence should read: Commissioner Reisch stated it will be about \$15,000 for bond fees.

Chairman Mahler asked the board to review the claims against the board. Chairman Mahler asked Chief Carbin to confirm that the cell phone billing issue had been resolved, Chief Carbin confirmed that it is resolved.

Commissioner Mitnowsky was recognized by Chairman Mahler as handling all requisitions going forward.

Chairman Mahler asked if Board Attorney Shaklee could approximate the collective bargaining

fees. Board Attorney Shaklee said he could make up an estimate as a worst case scenario for the commissioners to review.

Claims against the board would be approved at the regular meeting.

Treasurers report to be discussed at the regular meeting.

Building committee will report at the regular meeting and discuss the plans set for solar bid. Board Attorney Shaklee checked and the motion was already passed in February 2009.

Chairman Mahler stated there is a problem with 2 parties suing each other in court. The judge postponed the case until May 20, 2009 to have both parties come back with more paperwork. Board Attorney Shaklee explained that they want the bidder to certify that are participating in an apprenticeship and training program. Chairman Mahler feels that they will take the language out and have everyone re-bid.

Chairman Mahler emailed Dwayne Hamilton for approval for the sign to appear on the construction site while the new house is building built. Commissioner Berkowitz would like to see a phone number listed on the sign so that the public knows who to contact if they have any questions. The other commissioners felt this was not necessary.

Chairman Mahler asked if there was any correspondence to be discussed. There is an email from Alana the grant writer regarding the Chief and Dan and a lack of accountability from the Grant committee. Additional updates at the regular meeting tonight.

Commissioner Mitnowsky would like to send a thank you note to Perrine Pontiac for the 10% discount on the bill.

Chairman Mahler applauds Commissioner Berkowitz for his letter to the community and educating the residents of District 2 as to who we are and what we do.

There will be a Prevention Bureau report at regular meeting tonight.

Chairman Mahler stated there will be a closed session tonight.

There will be an update from the Volunteers from President Medina tonight.

Commissioner Borsuk has updates on the painting of the fuel tanks as well as the concrete pads and energy audit to give tonight.

UPON MOTION MADE by Glenn Borsuk and seconded by Ed Mitnowsky, the agenda meeting was adjourned at 7:35 p.m.

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 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, Ed Mitnowsky and Lawrence Reisch.

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

There was one career firefighter present: Chief Carbin.

There was one volunteer firefighters present: Dan Medina.

There was one member of the public present: 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.

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 April 15, 2009 agenda and reorganization/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.

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 \$207,886.58.

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:

Sovereign Bank:

Unrestricted Funds	\$228.90
Capital Projects	\$930,048.24

Hudson City Savings Bank:

Unrestricted Funds	\$559,220.43
Restricted	\$450,005.00
Capital Projects	\$3,009,653.62
Cash on Hand	\$170.00
Total Balance	\$4,949,226.19

CORRESPONDENCE

Chairman Mahler read an email that was sent to Alana regarding the statue of the grant that is due May 20, 2009. Per Alana's response, the online application is 50% complete and she is currently working on the narrative. Alana also stated that there was very poor communication from both Commissioner Borsuk and Chief Carbin to her on this specific grant. Chairman Mahler stated that perhaps Commissioner Borsuk and Chief Carbin have the wrong email address and that they should call Alana to clear up this issue. Commissioner Borsuk stated that he attempted to contact Alana Thursday, Friday, Monday, Tuesday and then was able to contact her today. We are up to date on the grant for new radios and the application is 50% complete.

Commissioner Reisch mentioned his concern that District 3 is receiving more equipment from grant money than we are and it looks bad to our residence. Chief Carbin stated that at the Tri-District meeting he brought up applying for a Homeland Security grant that will only be granted to entire township not specific districts. The other 2 districts have decided to apply for alternate equipment than we are applying for grants. Chief Carbin had no other option but to ask the other 2 districts to work with us on this grant but was met with opposition as they did not want to apply together.

Chief Carbin explained that the police have moved to a new digital radio system and that we are no longer able to hear them on our radio. Commissioner Reisch feels that the mayor should be made aware that there can no longer be communication between the police and the fire department because of the new radio system. Commissioner Borsuk suggests that we follow the chain of command and go to the Chief of police to discuss this issue prior to going to the mayor or town council.

Secretary Berkowitz will write a letter to Perrine dealership for the 10% discount on the work done on the truck.

FIRE PREVENTION BUREAU REPORT

Chairman Mahler asked for Chief Carbin's Monthly Fire Prevention Report as of May 13, 2009.

Additional items requested by Chief Carbin to be reviewed:

- Review of firefighters hours
- Review of training and dates
- Review of monthly and annual inspections.
- Incident run logs (total # of calls is 49):
 - 4/9/09 - Mutual aid call into East Windsor for brush fire behind JCP&L sub-plant
 - 4/10/09 - Fatal MVA with a car fire
 - 4/28/09 - Car fire on Rt.33
 - 5/5/09 - Fire in Clearbrook which is currently under investigation. Per the home owner's insurance company, the house needs new sheetrock through the entire house.
- Equipment repair report - still waiting for packing kits for the tower.
- New substitute firefighter is working out very well and has already put in a few shifts.
- Chief is still does not know where the medallions are going on the new firehouse.
- There are specs in the bid packager that we never approved (grand foyer on EMS side, etc.). Chief will meet with Brian and Rob to review line by line to ensure we know what is exactly in bid package.
- Chief has not received data on the cabling quote.
 - Jason Martin, a member of the public who is very familiar with cabling, reviewed the specs and has one and a half pages of questions regarding data cabling.
- The hood system needs to be re-quoted as specs may change. Cranbury Kitchen Ventilating System will come in to review plans to let us know any questions or concerns.
- Office chairs can be purchased well below state contract price at Staples. There is also an individual who lives in Monroe who owns an office supply store and is willing to quote prices for us at a discount.
- 57-9 will go out for conversion once all pieces are received.
- Question for Board Attorney Shaklee, Santorini wants to know if they can store some of their equipment on our property. Santorini has completed a job and will be used on our site next but needs to store the equipment until we are ready to begin. Per Board Attorney Shaklee it is fine if they sign a waiver of responsibility as we will not be held responsible if anything happens.
- The truck committee has been re-established and brought back brochures and information on new trucks from FDIC in Indianapolis.
 - Crimson brought a truck by for us to look at. Campbell is the supplier. Truck is very well constructed.
 - Price is between \$1.2 and \$1.6 million
 - Delivery time is 1 year
 - Chairman Mahler thinks that the vote for a bond for the new truck should be put on a special election and not on the February election. Commissioner Borsuk agrees so that there is a greater chance of the bond getting approved.
 - Board Attorney Shaklee to speak to a bond attorney for info on when we need to obtain the bond and the timeline of repayment schedule.
 - Chairman Mahler would like to have a truck selected and cost to be available at

- the next meeting.
- Per Commissioner Borsuk, it normally takes between 6-9 months to select a truck, get the specs and obtain a quote.

8:42pm fire call

- Money for Class B uniforms for volunteers.
 - Quotes came in at \$116 for short sleeve and \$122 for long sleeve uniforms. Volunteers to decide which they want.
 - There is money in the budget for 10 sets - top 10 responders.

UPON MOTION MADE by Martin Berkowitz, and seconded by Martin Berkowitz, to spent up to \$1250 for the Class B uniforms for the top 10 responding volunteers.

ROLL CALL: Aye Berkowitz

Recluse Borsuk

Aye Mahler

Aye Mitnowsky

Aye Reisch

BUILDING COMMITTEE REPORT

Board Attorney Shaklee discussed the plans made up by Concord Group on the solar system in regards to the Sr. Center and how it impacts us. We granted our job to Santorini. Santorini asked if we abandon the project due to issues with the Sr. Center, they would be paid 1% for bond costs. This cost would be approximately \$43,000. Board Attorney Shaklee feels that this is appropriate as he does not feel that the project will be abandoned. If the project does fall through due to the Sr. Center, Commissioner Reisch feels that we should sue the township for the money lost.

Board Attorney Shaklee received an email from Kevin Burner from CMX with comments from the MUA which is asking for a number of things. The main point is that they are asking for is a private easement from the Township in Monroe must be secured prior to final approval may be granted from the Monroe Township Utility Department. Drawing up an easement is not a big deal except that we would need a meets and bounds description done by a surveyor. CMX sent a proposal for the survey in the amount of \$1,500.

UPON MOTION MADE by Glenn Borsuk, and seconded by Lawrence Reisch, to spent up to \$1,500 for the survey to be done if necessary.

ROLL CALL: Aye Berkowitz

Aye Borsuk

Aye Mahler

Aye Mitnowsky

Aye Reisch

9:04pm Gary Fernicola arrived

APPLEGARTH VOLUNTEER FIRE COMPANY

President Medina reported:

- President Medina submitted the Volunteers bank statement to Commissioner Reisch
- This past month charter member and ex-chief Richard Joyce
- Thank you to the volunteers who attended at the funeral parlor
- Commissioner Mahler thanked the volunteers who attended the funeral.
- The volunteers are preparing for the Memorial Day parades. We will be attending Jamesburg and Cranbury's parades and are expecting 5-6 members to be in attendance.
- Deputy Chief Lesser and President Medina to attend Monroe HS award ceremony to give a scholarship to a graduating senior who is active in public safety. The recipient is a young lady from Station 51.
- Commissioner Mahler confirmed that the volunteers received a donation from the Concordia Holiday Fund. President Medina confirmed that they have received it.
- Thanks the board for the draft resolution for the energy audit. President Medina asked if it should state that it is owned by Applegarth Volunteer Fire Department.
 - Board Attorney Shaklee sees no harm in adding it.
- President Medina asked for an update on the lease agreement.
 - Board Attorney Shaklee stated that it is still being reviewed and will have someone from his office work on it.
- President Medina requested that Commissioner Berkowitz's letter should be changed to show the full and correct name of the fire department and include the volunteers.
 - Commissioner Berkowitz stated it was left out in error and will be corrected prior to being sent out.
- Commissioner Reisch asked what the approximate cost of the volunteers annual dinner. President Medina is not sure as he was not on the committee but will let the Commissioners know at the next meeting.

MEETING OPEN TO THE BOARD

Chairman Mahler opened the meeting to the board.

Commissioner Reisch would like Chief Carbin to discuss a reduction in hydrant fee's by minimally 50% at the Tri-District Meeting. Per Chief Carbin, this is still with the District 1's attorney at this time.

Commissioner Borsuk has proposals from 2 companies for getting the fuel tanks getting refurbished and painted. Demike's Decorating price is \$1920 - this price is from 2008, we would need an updated 2009 quote. The second quote is for \$2500. The second quote is very unprofessional and didn't detail what work would actually be done. It was discussed that the volunteers would pay 1/3 and the commissioners would pay 2/3 the cost.

UPON MOTION MADE by Glenn Borsuk, and seconded by Martin Berkowitz, to spent up to \$2,200 to Demike's Decorating for the painting of the fuel tanks. This cost to be split 1/3 volunteers and 2/3 commissioners.

ROLL CALL: Aye Berkowitz
Aye Borsuk

Aye Mahler
Aye Mitnowsky
Aye Reisch

Commissioner Borsuk reached out to Kevin Burner for the specs on the concrete pads for the new building so that we can price out repairing the current concrete pads.

Commissioner Reisch said that Commissioner Berkowitz's letters sent May 9th and May 10th were very well written. After the letters were written there was new information discovered that needed to be included in the letters in regards to consolidation. The township is on hold for consolidation for maybe 3-4 years. We need to publicize what a fire district is. We should make use on the Fire Wire 3-4 times a year. Commissioner Mahler thanks Commissioner Berkowitz for his hard work in writing these letters. The Ponds has a copy for their July Birds Eye View.

Commissioner Mahler has been working with Jamesburg Press and has received great pricing. He feels that we should look into using them to put out our publication 3-4 times a year.

CLOSED SESSION

Chairman Mahler announced the need to hold an executive session at 9:45pm.

MARTIN BERKOWITZ
Board Secretary

MAURICE MAHLER
Chairman

NOTE: Appendixes can be obtained upon request from the Board Secretary.
PREPARED BY: Lindsay Lesser