

TOWNSHIP OF MONROE
Board of Fire Commissioners
Fire District No. 2
Minutes of the Agenda and Regular Meetings
Wednesday, June 12, 2013

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 7:00 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 and Edward Mitnowsky.

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/support firefighters present: Jeff Dunham

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 newspapers, and posted on the bulletin board of the Office of the Township Clerk.

AGENDA MEETING

Chairman Mahler asked the board to review the minutes. The follow corrections were noted:

Page 1, last paragraph from the bottom - Commissioner Borsuk will act as a substitute and advisor to the committee, but not a primary member of the committee.

Page 3, first bullet under Fire Prevention Bureau Report should read: training will be led by Bill Gardener.

Page 3, first bullet under Incident Run Log - Ming Feng

Page 5, 2nd to last bullet should read: Chief purchased a new Samsung Tablet instead of a Tough Book for the command vehicle. The cost was \$525 for the tablet versus \$4700 for the Tough Book on State Contract.

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

Chairman Mahler asked if the board had any correspondence.

Chief Carbin confirmed that the copier lease is due for renewal in August.

Chairman Mahler asked about current pricing for fuel. Chief Carbin confirmed that the last statement we received we paid \$3.51/gallon for diesel and \$2.97/gallon for gas. Chief will look into changing our contract to a vendor that will lock in a rate instead of the rate varying. Commissioner Berkowitz sent correspondence to the volunteers requesting their annual audit and checking account statement. Jeff Dunham handed in the checking account information

and said that he would email the annual audit to Chief Carbin.

Chairman Mahler said there wouldn't be a need for closed session tonight but handed out a copy of an email to the commissioners to review.

UPON MOTION MADE by Glenn Borsuk and seconded by Martin Berkowitz, the agenda meeting was adjourned at 7:15pm.

ROLL CALL: Aye Berkowitz
Aye Borsuk
Aye Mahler
Aye Mitnowsky

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, Glenn Borsuk, Maurice Mahler and Edward Mitnowsky.

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/support present: Jeff Dunham

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 newspapers, and posted on the bulletin board of the Office of the Township Clerk.

MINUTES

Chairman Mahler asked for a motion on the Minutes.

UPON MOTION MADE by Martin Berkowitz and seconded by Glenn Borsuk, a motion was adopted to approve the minutes of the May 8, 2013 agenda and regular meetings, as amended.

ROLL CALL: Aye Berkowitz
Aye Borsuk
Aye Mahler
Aye Mitnowsky

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	\$98,252.13
Capital Project Claims Total	\$0.00
Net Payroll Claims Total	\$ 84,398.88
Total Claims Against the Board	\$182,651.01

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 \$182,651.01.

ROLL CALL: Aye Berkowitz
Aye Borsuk
Aye Mahler
Aye Mitnowsky

TREASURER'S REPORT

Chairman Mahler asked for the treasurer's report.

Commissioner Berkowitz reported the following as of June 12, 2013

Hudson City Savings Bank:

Unrestricted Funds	\$473,241.81
Restricted Funds	\$246,080.15
Capital Projects	\$22,634.81
Cash on Hand	\$170.00
Total Balance	\$742,126.77

CORRESPONDENCE

Commissioner Berkowitz sent correspondence to the volunteers requesting copies of their annual audit and checking account statement by the June 12, 2013 commissioners meeting.

APPLEGARTH VOLUNTEER FIRE COMPANY

Volunteers were involved with 2 Memorial Day parades.

Chairman Mahler asked if the Volunteers ever looked into conducting a Fill the Boot fund raiser. Commissioner Borsuk stated that in the past they have inquired about doing it with the township and the volunteers were denied as the township felt that it reflected poorly on the community.

FIRE PREVENTION BUREAU REPORT

Chairman Mahler asked for the Fire Prevention Report.

Chief Carbin reported the following:

- Review of Career Staff hours and training (but doesn't include the volunteers).
- Fire Prevention Report
- Reviewed Incident run log calls
 - Motor vehicle with entrapment
 - Mulch fire which set a building on fire
 - Stove fire
 - House fire - police captain's house
 - Vehicle overturn
 - Pedestrian/motor vehicle
 - 5/30 brow out - 17 calls
- Personal event totals -Borsuk & Moreland top responder
- The transmission of 57-1 waiting for parts.
- Events as a department -
 - Fire extinguisher training for a business in district with presentation and training course
 - Buddy Ball - for a special needs baseball team in town.
 - Birthday party for a special needs child

BUILDING UPDATE

Santorini to contact roofer for issues in the EMS day room. The roof is still under warranty and this has been an ongoing issue since the building was built. Chief is also waiting for the floor contractor to come back as well.

Chairman Mahler asked if there are any upcoming grants that we can apply for but there are none at this time.

MEETING OPEN TO THE PUBLIC

Chairman Mahler opened the meeting to the public. There were no members of the public present.

CLOSED SESSION

Chairman Mahler announced there is no need to hold an executive this evening.

EDWARD MITNOWSKY
Board Secretary
MAURICE MAHLER
Chairman

NOTE: Appendixes can be obtained upon request from the Board Secretary.

PREPARED BY: Lindsay Lesser