

**TOWNSHIP OF MONROE**  
**Board of Fire Commissioners**  
**Fire District No. 2**  
**Minutes of the Agenda and Regular Meetings**  
**Wednesday, July 8, 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 7:06 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.

The following were present from the public: Brian Moore - Epic

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 last month's minutes. Please note the following corrections:

Page 5 - 3<sup>rd</sup> paragraph from the bottom last sentence should read: We are expecting to begin solar panel installation after the roof is completed in late fall.

Page 7 - 13<sup>th</sup> bullet in the Fire Prevention Bureau Report should read: The department will be conducting a fire drill in the Encore within a few a few weeks.

Page 7 - 15<sup>th</sup> bullet should read: Spoke to Bob Downey - he is currently reviewing the newest set of building plans that were delivered by Brian Moore last Friday.

7:10 pm President Medina arrived

Page 8 - 2<sup>nd</sup> to last paragraph 1<sup>st</sup> sentence should read - Commissioner Borsuk has started getting prices back on replacing the concrete pads at the firehouse.

Commissioner Reisch provided follow up from a discussion from last months minutes page 6 - Dan Delmar was to call Commissioner Reisch regarding the project overage costs. Dan did call and said that there was no precedent set at this time and any additional time is to be added to the total timeline of the project would be reviewed at that time. Dan also said that if additional time is Santorini's fault that Epic would cover the cost.

Chairman Mahler publicly thanked Chief Carbin and Bobby Dreigo on an excellent job in planning and logistics for the ground breaking ceremony.

Chairman Mahler asked the board to review the claims against the board. Checks for \$10,057.68 for radios & \$742 for gear were voided as they were already paid last month. The check for Bill Gardener for \$1560 is for Autism Awareness training handout materials.

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

Treasurers report to be read at the regular meeting.

Building committee will read a report at the regular meeting.

Chairman Mahler asked if there was any correspondence to be discussed. Commissioner Berkowitz received a letter from the Monroe Township Baseball Assn. for Buddy Ball to Lt. Volkmann. The May 31<sup>st</sup> visit from the fire department was outstanding and thank you for taking the time to show your trucks and equipment. The kids had a great time learning and spraying the hose. Each child involved with Bubby Ball is a special needs child.

Chairman Mahler had sent a letter to Bill Baroni asking him to write us a letter in support of our application for the grants. Bill Baroni responded by writing a letter addressed to Mr. Ross Ashley III - Administrator of FEMA, in support of the fire department. Commissioner Berkowitz will send a thank you letter to Bill Baroni.

7:30pm - Member of the public, Jason Martin, arrived.

Commissioner Berkowitz reviewed the article regarding the new building to be put in the newspapers. Edits were made as a group. Commissioner Berkowitz will make the changes and the final copy will be distributed to the Commissioners prior to being printed.

Fire Prevention Bureau report will be given at the regular meeting.

The Volunteers will give an update at the regular meeting.

Chairman Mahler stated there will be a closed session tonight regarding union negotiations.

**UPON MOTION MADE** by Lawrence Reisch and seconded by Ed Mitnowsky, the agenda meeting was adjourned at 7:40 p.m.

**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 7:45 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, Maurice Mahler, Ed 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 was one volunteer firefighters present: Dan Medina

There were two members of the public present: Brian Moore & 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 Lawrence Reisch and seconded by Martin Berkowitz, a motion was adopted to approve the minutes of the June 10, 2009 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.

General Operating Claims Total	229,966.20
Capital Project Claims Total	140,612.74
Net Payroll Claims Total	67,386.18
Total Claims Against the Board	
June 13, 2009 - July 10, 2009	437,965.12

**UPON MOTION MADE** by Lawrence Reisch and seconded by Ed Mitnowsky, claims against the Monroe Township Board of Fire Commissioners of District No. 2 were approved in the amount of \$437,965.12.

**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 July 10, 2009:

### Sovereign Bank:

Unrestricted Funds	\$3,165.25
Capital Projects	\$32,641.05

### Hudson City Savings Bank:

Unrestricted Funds	\$577,545.09
Restricted Funds	\$450,005.00
Capital Projects	\$4,210,693.21
Cash on Hand	\$170.00
Total Balance	\$5,274,219.16

## BUILDING COMMITTEE REPORT

Updates from Brian Moore from Epic:

- Building permits should be in hand tomorrow.
- MUA - we are set for the finalizing of the permits and approvals.
- All excess top soil has been removed and is being reused by the township for the Sr. Center. The soil is being stored on the Stradford lot.
- In the process of moving excess control fill which will be used for the sewer installation.
- Currently excavating footings.
- Possibility that concrete pouring will begin by the end of next week.
- So far, we are within the schedule.

Commissioners signed off on picture number 33 for which building signage they are approving.

The township is allowing Epic to install their construction sign at the corner. They will work with the Police Department so that proper visibility is maintained.

There are approximately 11 solar bid contractors with the documents and drawings at this time. Bid are due back July 14<sup>th</sup> at 1pm. Commissioner Berkowitz will be present at the Solar Bid opening meeting.

## CORRESPONDENCE

There was no additional correspondence to be reviewed.

## FIRE PREVENTION BUREAU REPORT

- Review of firefighters hours
- Review of training
- Fire Prevention deposit of \$8,900 - includes rebate from the state for \$7,700
- Review of policy of when there is a change of occupancy on a rental unit.

- Incident run logs
  - 6/5/09 - 6 James Buchanan - MV hit pedestrian
  - 6/8/09 - 239 Prospect Plains - Pregnant woman stuck in elevator
  - 6/26/09 - 9 calls from sever thunder storm - 6 Avon, East Windsor house was back feeding through the neutral. Panel on 2<sup>nd</sup> floor was getting hot.
- 67 calls for the month.
- Volunteer responsible for 31 calls - considerable increase from previous month
- Smoke detector activation 43, same as previous month
- General repairs on equipment
- Tower is currently at Mercer Spring.
  - Frame is not bent.
  - Substantial spring and hanger damage.
  - Initial quote for repair was \$7,900 but now that there is additional front end damage the quote will go up.
  - The tower will not be totaled by the insurance company.
- 57-9 still at Absolute for conversion. Waiting for lights - all lights that were on the east coast lights were shipped to California.
- Truck Committee - while at Absolute Chief Carbin and Firefighter Grande saw 2 trucks. Absolute will create a presentation to review mid and read mount ladder tower for Commissioners. Committee to review.
- Encore fire drill next 2-3 weeks
- Tri-District meeting scheduled for Thursday July 23, 2009 at 7pm at 23B.
  - Commissioner Reisch asked Chief Carbin to please speak to the other Chiefs about the hydrant fees. Commissioners Mahler and Berkowitz may attend Tri-District meeting.
  - Commissioner Mitnowsky asked Chief Carbin to speak to the other Chiefs regarding radio communications.
- Architect bills-
  - Spiezle billed us for a meeting where Spiezle was not prepared and didn't bring the appropriate documents needed at the meeting and the meeting was useless.
  - Chief Carbin wants details and dates on bills to ensure we are being billed correctly.
  - Board Attorney to draft a letter requesting detailed bills.
- August 4<sup>th</sup> is National Night Out. Chief Carbin is requesting 2 additional firefighters for overtime. The duty crew will be at Thompson Part but if we get a call the crew leaves. The extra men will stay and man the table at National Night Out.
- Firefighter Cackowski finished and passed the paramedic course. He was in the top 3 of his class.

**UPON MOTION MADE** by Lawrence Reisch and seconded by Martin Berkowitz, to approve adding 2 additional firefighter to cover the August 4, 2009 National Night Out event.

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

## **APPLEGARTH VOLUNTEER FIRE COMPANY**

President Medina reported:

- Fuel tanks have been painted
- Previously had requested Chief Carbin to send a letter to Jason Ackerman to return his equipment, but it is no longer needed as Jason already returned everything.
- Dave DeMarco resigned the department for personal reasons.
- President Medina asked for an update on the lease agreement.
  - Board Attorney Shaklee and Chief Carbin to discuss public sector agreement.

## **MEETING OPEN TO THE BOARD**

Board Attorney Shaklee discussed his reply to MTUA fee paid in the amount of \$61,736.90.

Points to be made are:

- The fees are charged uniformly and consistently and therefore government agencies can be exempt.
- Connection fees are explained but there are 2 other fees not explained.

Board Attorney Shaklee will draft a letter regarding lack of logic in charging hydrant fees. Chief Carbin will provide a list of approximately 20 local companies that are not being charged.

Chief Carbin said that Firefighter Barta has been working on the grant but neither Firefighter Barta nor Commissioner Borsuk can get in touch with Alana. Commissioner Borsuk spoke to Alana yesterday and Alana said she would call Firefighter Barta but she never called. The grant application is due this Friday. Commissioner Mahler and Chief Carbin will send Alana an email and call her tonight to discuss the grant application.

Chairman Mahler does not want the paid firefighters to speak to our paid administrative support staff (ie: attorney and accountant). It was decided as a board that Danny will be instructed not to speak to paid firefighters about topics that are not appropriate. Danny is to use best judgment. Chairman Mahler to speak to Danny.

## **OPEN TO THE PUBLIC**

There was no discussion by the public.

## **CLOSED SESSION**

Chairman Mahler announced the need to hold an executive session.

**ADJOURN**

Chairman Mahler asked for a motion to adjourn.

**UPON MOTION MADE** by Maurice Mahler and seconded by Martin Berkowitz, 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: Lindsay Lesser