

**TOWNSHIP OF MONROE**  
**Board of Fire Commissioners**  
**Fire District No. 2**  
**Minutes of the Agenda and Regular Meetings**  
**Wednesday, July 13, 2016**

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, EMS, police and military, who have died in the performance of their duties.

**UPON ROLL CALL** made by Commissioner Jason Martin, the following members of the Monroe Township Board of Fire Commissioners of District No. 2 were present: Glenn Borsuk, Mike Frisch, Maurice Mahler, and Robert McGee. Commissioner Martin was not present due to illness.

**ALSO PRESENT:** Board Attorney Richard J. Shaklee, Esquire.

There was one career firefighters present: Chief Carbin

There were one volunteer/support firefighters present: President Durham

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 newspaper, posted on the bulletin board of the Office of the Township Clerk, on the Fire District website, and notices sent to those requesting such.

**OPENING OF SEALED BIDS**

Chairman Mahler asked for the opening of the sealed bids for the sale of the Spartan Fire Engine.

Chief Carbin reported that no bids have been received. Attorney Shaklee stated that if no bids are received, it can be sold at a private sale, without notice, but not less than the estimated fair value. Or you can elect to re-offer it at a public sale.

Chief Carbin asked how to sell it on gov.bid, like other departments have done. It's a government account. Attorney Shaklee stated it can be sold there as long as it's sold at fair value. Attorney Shaklee will look into gov.bid. Chief Carbin stated they have met at the expectations of the statute including advertising in the newspaper.

**MINUTES**

Chairman Mahler asked for a motion on the Minutes.

Commissioner Borsuk mentioned there was a duplicate paragraph at the opening.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Robert McGee, a motion was adopted to approve the minutes of the July 13, 2016 agenda and regular meetings, as amended.

**ROLL CALL:** Aye Borsuk  
Aye Frisch  
Aye Mahler  
Aye McGee

**CLAIMS AGAINST THE BOARD & TREASURERS REPORT**

Chairman Mahler asked the board to review the claims against the board and treasurers report.

Commissioner Frisch read the claims against the board:

General Operating Claims Total	\$346,833.07
Net Payroll Claims Total	\$128,640.03
Total Claims Against the Board	\$475,573.10
Period ending July 15, 2016	

Commissioner Frisch read the treasurers report:

M&T Bank:

Undesignated Funds	\$903,206.08
Designated Funds	\$168,789.33
Total Balance	\$1,071,995.41

Commissioner Frisch also reported that general operating claims are higher than normal due to the bond principal and interest.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Michael Frisch, claims against the Monroe Township Board of Fire Commissioners of District No. 2 were approved in the amount of \$475,573.10.

**ROLL CALL:** Aye Borsuk  
Aye Frisch  
Aye Mahler  
Aye McGee

## **CORRESPONDENCE**

Chairman Mahler asked for the correspondence to be read.

Commissioner Frisch had correspondence from the Monroe Special Sports to Lt. Riley and firefighters, for visiting the special needs buddy ball players on May 15<sup>th</sup> at the James Monroe Park. Each year they attend and make it a memorable day for the players.

Chief Carbin stated the department has been doing this for about 10 years and participate on the field with the kids.

Commissioner Frisch had correspondence from Jewish War Veterans Concordia Clubhouse to Chief Carbin for attending meeting on July 3<sup>rd</sup> and discussing safety with them.

## **FIRE PREVENTION BUREAU REPORT**

Chairman Mahler asked for the Fire Prevention Report.

Chief Carbin reported the following:

- Training was hazmat refresher
- Reviewed the Incident run log
- Equipment is still being mounted on the new vehicle
- Tower will go in for service once the new vehicle is in service

Chief Carbin wanted to thank Firefighter Grande for all the time he put into the new squad.

- Fire Prevention Clerk-Chief Carbin conducted 3 interviews and has 3 more on Thursday

Chief Carbin wanted to thank the DPW for fixing a 4 foot undermine in the driveway with crushed

concrete and top soil.

Chief Carbin asked what will need to be done to put the air handler unit in building that is nonfunctioning and disabled to put on gov.bid. Attorney Shaklee will review the statute. Chief stated the only thing worth money would be the motor, and well below \$5000. Chairman Mahler suggested donating or selling for scrap.

**UPON MOTION MADE** by Glenn Borsuk, and seconded by Maurice Mahler, to dismantle the air handler to dispose of the unit.

**ROLL CALL:** Aye Borsuk  
Aye Frisch  
Aye Mahler  
Aye McGee

Chief Carbin stated there is an air conditioning unit handler that is no longer working. Chief has two quotes; the third didn't provide a quote. The cheapest quote is \$8000. Both recommend replacing it. A new unit would be \$8000. Both said these systems were sub-par.

**UPON MOTION MADE** by Glenn Borsuk, and seconded by Michael Frisch, for the replacement of the faulty air conditioning unit for work to be done by Conway Comfort Heating & Cooling, not to exceed \$8200.00.

**ROLL CALL:** Aye Borsuk  
Aye Frisch  
Aye Mahler  
Aye McGee

#### **APPLEGARTH VOLUNTEER FIRE COMPANY**

Chairman Mahler asked if the volunteers had anything to report.

President Jeff Durham and Commissioner Borsuk reported:

- Volunteers did yard day
- Newest firefighter, Hank, graduated the fire academy and ceremony was on June 21<sup>st</sup> -he also received the Captain Fitzpatrick award for being the top cadette in his class.

Chairman Mahler asked if anything was decided on the use of the hall. President Durham stated he received an email that they may want insurance for use. Occupancy is around 68 people. Donation would be \$50-\$75/hour.

President Durham stated they did a PR event on Honey Locust Drive for a 6 year old and kids attending to see and go in the truck.

President Durham is requesting a tablet for the engine. Volunteer had personal cell phone that was damaged. Prefer having a tablet in the engine. GPS doesn't have all the new streets. Tablet has ability to guide to actual location of call. Chief Carbin stated Millstone is using/testing the tablets. Prefer others test it out before district purchasing.

President Durham reported the roof is leaking and working on repairs.

#### **MEETING OPEN TO THE BOARD**

Chairman Mahler asked the board if they had anything to discuss. Commissioner Borsuk mentioned he got paperwork on the bond refinancing, was it just him. Board stated no one else received, so he will review.

Commissioner Borsuk also mentioned that he and the Chief are working on the gear for the engine. Chief said it should be her in about two weeks. Commissioner Borsuk stated they will need CBA bottles. Chief Carbin would like to see where they are at with all the trucks. They cost \$1152 for a bottle and will need to see if there are funds for them. There are not enough spare bottles at the volunteer firehouse.

**MEETING OPEN TO THE PUBLIC**

Chairman Mahler opened the meeting to the public. Public had no questions.

**CLOSED SESSION**

Chairman Mahler stated there was no need for a closed session.

**ADJOURN**

Chairman Mahler asked for a motion to adjourn.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Robert McGee, the meeting was adjourned.

**ROLL CALL:** Aye Borsuk  
Aye Frisch  
Aye Mahler  
Aye McGee

JASON MARTIN  
Board Secretary  
MAURICE MAHLER  
Chairman

**NOTE: Appendixes can be obtained upon request from the Board Secretary.**  
PREPARED BY: Val Cier