

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

Vice Chairman Borsuk called the meeting to order with a Salute to the Flag at 7:00 pm. Vice Chairman Borsuk asked for a moment of silence for all first responders 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, Robert McGee, Jason Martin and Edward Mitnowsky. Maurice Mahler was not present due to illness.

ALSO PRESENT: Board Attorney Richard J. Shaklee, Esquire, and Val Cier, Recording Secretary.

There was one career firefighters present: Chief Carbin

There was one volunteer/support firefighters present: Jeff Dunham.

There were two members of the public present: Michael Frisch and Henry Sloan.

Vice Chairman Borsuk 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 and twelve public locations, and notices sent to those requesting such.

AGENDA MEETING

Vice Chairman Borsuk stated the board must adopt the 2016 budget tonight. Attorney Shaklee stated the board can adopt the resolution in title, but not in full, then open for the public hearing, then adoption. Vice Chairman Borsuk stated this will be done in the regular meeting.

Vice Chairman Borsuk asked the board to review the minutes. The board had no corrections.

Vice Chairman Borsuk asked the board to Review claims against the board. Vice Chairman Borsuk questioned how the repairs for EMS are handled (rear door). Chief Carbin stated the board covers the cost of the maintenance and then bills EMS.

Vice Chairman Borsuk asked if there was any correspondence. The board had no correspondence.

Vice Chairman Borsuk asked the Chief if there is anything to discuss for Fire prevention. Chief Carbin said they had 5 fires since the beginning of the year.

Vice Chairman Borsuk asked if the public had anything specific they would like to discuss. Michael Frisch mentioned he was at same meeting as the Chief. There are many changes coming for fire sub code and fire prevention. Chief Carbin said he will be covering this in his report.

Vice Chairman Borsuk asked if there was any correspondence. Commissioner Martin stated he will discuss finalizing the election information and there is a need for a closed session for contract negotiations.

UPON MOTION MADE by Glen Borsuk and seconded by Jason Martin, the agenda meeting was adjourned at 7:08pm.

Agenda/Regular Meeting
January 13, 2016

ROLL CALL: Aye Borsuk
Aye Martin
Aye McGee
Aye Mitnowsky

REGULAR MEETING

Vice Chairman Borsuk called the regular meeting to order with a Salute to the Flag at 7:30 pm. Vice Chairman Borsuk asked for a moment of silence for all first responders and military who lost their lives.

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, Robert McGee, Jason Martin and Edward Mitnowsky. Maurice Mahler was not present due to illness.

ALSO PRESENT: Board Attorney Richard J. Shaklee, Esquire, and Val Cier, Recording Secretary.

There was one career firefighters present: Chief Carbin

There was one volunteer/support firefighters present: Jeff Dunham.

There were two members of the public present: Michael Frisch and Henry Sloan.

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

ADOPTION OF 2016 FIRE DISTRICT BUDGET

Attorney Shaklee read the resolution for the adoption of the 2016 fire district budget, which has been posted in the district and made available to those requesting such.

UPON MOTION MADE by Jason Martin and seconded by Robert McGee, to have the adoption of 2016 Fire District budget, by title only.

ROLL CALL: Aye Borsuk
Aye Martin
Aye McGee
Aye Mitnowsky

Commissioner Martin distributed the budget to the public. Vice Chairman Borsuk opened the meeting to the public.

Mr. Frisch asked about the reference to the Tri district chief. Chief Carbin explained that each FD put funds into the line item, it now shows 0 since consolidation is no longer in discussions in the township.

Mr. Frisch asked where the revenue comes from. Vice Chairman Borsuk explained the line items on page 2. Mr. Frisch asked about new homes coming in. Chief Carbin stated the township has a set fee for charges. The township sets the fee schedule for the size of the business, which is how charges are determined. Life hazard use is set by state and district gets refund. All three districts should have the same fee.

Mr. Frisch asked who in the township sets up the fees. Chief Carbin said the town council may set the fee ordinance. Mr. Frisch asked who does the district give input to as a liaison to the fire department. Chief Carbin mentioned that when they had tri-district meetings there was a township liaison, but the Chief doesn't recall who it was.

Chief Carbin stated that the 3 chiefs, EMS liaison are looking to get a working tri district group. Mr Frisch reiterated that there should be a township liaison. Chief agreed.

UPON MOTION MADE by Jason Martin and seconded by Robert McGee, the resolution for the 2016

budget was adopted in the amount of \$4,050,670.00, with the amount to be raised by taxation of \$3,785,670.00.

ROLL CALL: Aye Borsuk
Aye Martin
Aye McGee
Aye Mitnowsky

MINUTES

Vice Chairman Borsuk asked for a motion on the Minutes.

UPON MOTION MADE by Robert McGee and seconded by Jason Martin, a motion was adopted to approve the minutes of the December 16, 2015 agenda and regular meetings.

ROLL CALL: Aye Borsuk
Aye Martin
Aye McGee
Aye Mitnowsky

CLAIMS AGAINST THE BOARD

Vice Chairman Borsuk asked the board to review the claims against the board.

Commissioner Martin read the report:

General Operating Claims Total	\$527,655.33
Net Payroll Claims Total	\$ 70,857.52
Total Claims Against the Board	\$598,512.85
Period ending January 15, 2016	

UPON MOTION MADE by Jason Martin and seconded by Ed Mitnowsky, claims against the Monroe Township Board of Fire Commissioners of District No. 2 were approved in the amount of \$598,512.85.

ROLL CALL: Aye Borsuk
Aye Martin
Aye McGee
Aye Mitnowsky

TREASURER'S REPORT

Vice Chairman Borsuk asked for the treasurer's report.

Commissioner Martin reported the following as of January 13, 2016.

Hudson City Savings Bank:

Undesignated Funds	\$988,198.00
Designated Funds	\$168,789.33
Total Balance	\$1,156,987.33

CORRESPONDENCE

Vice Chairman Borsuk asked for the correspondence to be read.

Commissioner Martin read a thank you from Hope Fire Company for the fire apparatus the department let them borrow for a recent funeral.

FIRE PREVENTION BUREAU REPORT

Vice Chairman Borsuk asked for the Fire Prevention Report.

Chief Carbin reported the following:

- Training continues on the new truck
- 60 runs for the month
- Volunteer top responder is Glenn Borsuk
- Top responder is Firefighter Grande

Since January 1st there have been five fires and response has kept the homes habitable. Went to meeting and there will be changes and train

Chief Carbin was re-appointed as JIF (joint insurance fund) chairman and also MEL (municipal excess liability). Chief reported we have lowest workers comp.

New squad engine update
2/19 chassis
3/3 body
3/10 come offline
3/20 will be out there

Commissioner McGee asked about confined space training and if volunteers received training. Volunteers would be trained if they are certified. Mr Frisch asked if EMS trains with the fire department Chief Carbin stated if they are available they would.

APPLEGARTH VOLUNTEER FIRE COMPANY

President Jeff Durham and Commissioner Borsuk reported:

- Received the new “used” fire truck on Monday. Commissioner Borsuk met with companies to do re-lettering. 1985 American La France is being replaced. Chief is keeping La France at firehouse.
- New member starting fire school at Monmouth fire academy
- Installation dinner coming up

MEETING OPEN TO THE BOARD

Vice Chairman Borsuk opened the meeting to the board. The board had nothing further to discuss.

MEETING OPEN TO THE PUBLIC

Vice Chairman Borsuk opened the meeting to the public. The public had nothing further to discuss.

CLOSED SESSION

Resolution read by Attorney Shaklee for closed session for the purpose of collective negotiations.

UPON MOTION MADE by Jason Martin and Ed Mitnowsky for the board to go into closed session for the purpose of collective negotiations.

ROLL CALL: Aye Borsuk

Aye Martin
Aye McGee
Aye Mitnowsky

REOPEN MEETING TO PUBLIC

The public was no longer present. Commissioner Martin stated the deadline for the petitions is January 22nd. Election for 3 commissioners is noted on the ballot. Commissioner Martin reviewed the advertisements going in the community papers. As for the polling locations, still no response from Renaissance on the polling location.

Vice Chairman Borsuk questioned Attorney Shaklee on the situation of last year when one poll location had no poll takers show up, and they couldn't be reached. Attorney Shaklee stated to post a notice on the door on what they should do if they need to vote.

ADJOURN

Vice Chairman Borsuk asked for a motion to adjourn.

UPON MOTION MADE by Glenn Borsuk and seconded by Jason Martin, the meeting was adjourned.

ROLL CALL: Aye Borsuk
Aye Martin
Aye McGee
Aye Mitnowsky

JASON MARTIN
Board Secretary
GLENN BORSUK
Vice Chairman

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