

TOWNSHIP OF MONROE
Board of Fire Commissioners
Fire District No. 2
Minutes of the Agenda and Regular Meetings
Wednesday, January 14, 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 Borsuk called the meeting to order with a Salute to the Flag at 7:08 pm. Chairman Borsuk asked for a moment of silence for all firefighters who have died in the performance of their duties and our military.

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 acting as Recording Secretary Lindsay Lesser.

There were not any career firefighter present.

There were two volunteer firefighters present: Dave Lesser & Danny Medina.

There were no members of the public present.

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

Chairman Borsuk announced that during the Regular Meeting there would be the resolution and adoption of the 2009 Budget. The adoption of the budget will be open to the public for a hearing.

AGENDA MEETING

Chairman Borsuk asked if there were any corrections to the minutes from last month.

Chairman Borsuk had a correction to page 3 under the ALSO PRESENT section. It should read that there were three career firefighters present.

Commissioner Berkowitz had a correction to the last paragraph on page 4. It should read "Commissioner Reisch stated the district lost \$29 million in ratables in the last quarter of the last year which created a taxable increase a ½ cent. Commissioner Reisch stated the 2009 tax rate is at .203, but it may go higher based on the figures to be received by January 17, 2009."

Chairman Borsuk had a correction to the first paragraph, third sentence on page 5. It should state "The D&R..." not "The DNR".

Commissioner Reisch had a correction on page 6 in the first paragraph. It should read "Commissioner Reisch stated the earlier question on bond revenue in budget was because the board had to utilize the offset of the bond interest to reduce the tax impact to the public."

Chairman Borsuk asked the board to review the claims against the board. Commissioner Reisch questioned the bill to Princeton Fuel & Oil in the amount of \$2,933.15. \$1,250 of that bill went to replace the burner. We went with Princeton Fuel & Oil due to us having an open account with them when the burner needed to be replaced as an emergency. The volunteers were made aware of the situation and will be notified tonight that they need to reimburse the amount of \$1,250.

Commissioner Mahler discusses a charge on page 1 of the Capital Project Claims in the amount of \$3,428 for CMX. A copy of the invoice was given to Board Attorney Shaklee so that the charges can be checked against our contract.

Commissioner Reisch brought up that the bill was paid to the Van Dyke Group in the amount of \$4,428 for accident and health insurance for the year. He noted that there has been a large increase in price of approximately \$500 over the last 3 years. Chairman Borsuk stated that we will need a resolution for the new insurance in the regular meeting.

Chairman Borsuk stated that the claims will be approved at the regular meeting.

Chairman Borsuk stated that there will be a building committee report tonight given by Commissioner Mahler.

Chairman Borsuk asked if there is anything to discuss on correspondence. Commissioner Berkowitz stated that there was some correspondence regarding the Board of Elections.

Chairman Borsuk stated that he will read the Chiefs Report tonight as Chief Carbin will not be here.

Chairman Borsuk stated that there will be a report from the Volunteer Fire Company.

Chairman Borsuk stated there will be a closed meeting tonight.

Commissioner Reisch stated that signature cards for Hudson City Savings need to be signed at tonight's regular meeting.

UPON MOTION MADE by Maurice Mahler and seconded by Edward Mitnowsky, the agenda meeting was adjourned.

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

REGULAR MEETING

Chairman Borsuk called the regular meeting to order with a Salute to the Flag at 7:32 pm.

Chairman Borsuk asked for a moment of silence for all firefighters who have died in the performance of their duties and our military.

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 acting as Recording Secretary Lindsay Lesser.

There was weren't any career firefighter present.

There were two volunteer firefighters present: Dave Lesser & Danny Medina.

There were no members of the public present.

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

2009 BUDGET

Board Attorney Shaklee read the resolution to adopt 2009 Budget by title only.

UPON MOTION MADE by Maurice Mahler and seconded by Martin Berkowitz, a motion was made to adopt the 2009 Budget by title only.

ROLL CALL: Aye Berkowitz

Aye Borsuk

Aye Mahler

Aye Mitnowsky

Aye Reisch

UPON MOTION MADE by Martin Berkowitz and seconded by Maurice Mahler, a motion was made to adopt the 2009 Budget.

ROLL CALL: Aye Berkowitz

Aye Borsuk

Aye Mahler

Aye Mitnowsky

Aye Reisch

Chairman Borsuk opened the hearing to the public for any questions or discussions of the 2009 Budget.

President Danny Medina asked why the commissioners have maintained the same lease

payment for the past few years without any increases. Commissioner Reisch addressed this question by stating that no increase in cost was brought up by prior to finalizing the 2009 budget. In addition, Commissioner Reisch explained that at this time the cost of living is down due to the country being in a recession. Chairman Borsuk added that normally he brings up the topic of increase in rent however he did not in anticipation of the Commissioners receiving a proposal of a written lease agreement from the Volunteers.

Chairman Borsuk closed the public hearing portion of the 2009 Budget discussion.

Commissioner Mahler gave his compliments to Commissioner Reisch for his hard work getting completing the 2009 Budget.

At 7:43pm William Gardner from the Township of Monroe arrived.

MINUTES

Chairman Borsuk 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 December 10, 2008 agenda and regular meetings, as amended.

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

CLAIMS AGAINST THE BOARD

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

UPON MOTION MADE by Lawrence Reisch and seconded by Martin Berkowitz, claims against the Monroe Township Board of Fire Commissioners of District No. 2 were approved in the total amount of \$164,066.57.

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

At 7:47pm William Gardner from the Township of Monroe departed.

Commissioner Reisch brought up that the interest rate we receive on our account had previously been 4.54%. At this time, we receive .33% interest. Commissioner Reisch also stated that this decrease in interest income will have an effect on the 2010 budget.

TREASURER'S REPORT

There was no Treasurers report for this month. However, Commissioner Reisch stated that our first deposit into our new bank will be \$400,000 into our General account and \$2,000,000 into our Capital Projects account.

BUILDING COMMITTEE REPORT

Chairman Borsuk asked for the Building Committee report from Commissioner Mahler. We needed delay going to bid for a few additional weeks due to the timing of the Senior Center going to bid. By bidding at the same time as the Senior Center, we saved \$250,000. The color of our building will be a reddish block for the top portion, grey bottom & roof, sky lights in the bays for additional daylight in the daytime. We confirmed that the color is different from the Senior Center. Landscape was discussed and will be at no cost to us as this will be taken care of by the Shade Tree Commission of Monroe Township.

A name of the building was never voted upon and finalized. As of now, the plans say Monroe Township Emergency Services. Both Monroe Township Fire District No. 2 and Monroe Township Emergency Medical Services names should be separate and distinct on the building. Commissioner Mahler will contact Rich to come up with options for placement of the names on the building.

Commissioner Reisch asked Board Attorney Shaklee to speak to Mr. Meeker to finalize the insurance.

Firefighter Barta arrived at 8:10pm.

Commissioner Mahler explained that the Senior Center has to send soil samples into the state because it's a larger building prior to them going for bid. This will have no affect on our building going to bid.

Commissioner Mahler explained that there is a list of alternate bid items that all companies will bid on with and without these options. This is so that we can compare prices and options and make a decision on the bidding companies.

COORESPONDENCE

There wasn't any correspondence to discuss tonight.

FIRE PREVENTION BUREAU REPORT

Chairman Borsuk read the Chiefs Report the Monthly Fire Prevention Report as of January 14, 2009:

Highlighted items:

- Time Off Report
- Training, SCBA fit testing is scheduled for next week.
- Inspection Report - a few smoke detector tests have been performed for this year. A total of 216 smoke detector tests were done last year.
- Incidents Run Log - Delair Road room and contents & Perrineville Road - extrication of 2 trapped victim

- Total run count for 2008 was 724 runs
- Monthly Run Analysis is comparable to the previous month
- Events total for the year is in the Chiefs Report
- Apparatus and equipment repairs-nothing out of the ordinary

The new utility truck is here. We are waiting on the quotes for the conversion. The radios should be delivered soon. The cap will be ordered on Friday. The bed lining will be completed within the next week. The plow is already on site.

There were some changes to the First Responder Blood Born Pathogens training manuals, so new manuals were purchased.

APPLEGARTH VOLUNTEER FIRE COMPANY

President Danny Medina reported on behalf of the Volunteer Fire Company:

- President Medina will remain the President for 2009
- 42nd Annual Instillation Dinner will be held at the East Brunswick Chateau on Saturday, February 7th. All the commissioners are invited to attend and will be receiving their invitations in the mail.
- The Volunteers have not seen a copy of the Princeton Fuel & Oil bill. President Medina feels that the price of \$1,250 is higher then it could have been had the volunteers had the opportunity to shop around. President Medina is asking the commissioners to pay for half of the bill.
 - Commissioner Reisch stated that the due to the fact that the Volunteers own the building it is their responsibility to pay for the repair.
 - Commissioner Reisch also stated that the commissioners pay \$21,000 per year in rent and therefore the Volunteers should have the money to cover the cost. The Commissioners have stated in the past “on a handshake” that they will always make sure that the Volunteers had money on hand, and will cover expenses if the Volunteers truly didn’t have the funds.

UPON MOTION MADE by Lawrence Reisch and seconded by Martin Berkowitz, that the Applegarth Volunteer Fire Department will pay the entire amount of \$1,250 of the Princeton Fuel & Oil bill.

ROLL CALL: Aye Berkowitz
Recuse Borsuk
Aye Mahler
Aye Mitnowsky
Aye Reisch

- President Medina asked if Commissioner Mitnowsky had been at the firehouse over the holiday season and if he saw that the Volunteers had displayed a Menorah to ensure that everyone felt more comfortable. Commissioner Mitnowsky said he did see it and thanked the Volunteers.
 - President Medina thanked Deputy Chief Dave Lesser and his wife for donating the Menorah and also noted that since then Deputy Chief Lesser’s parents have

donated a second Menorah for the fire department.

- President Medina suggested that the Commissioners and the Volunteers have recurring meetings together to help keep an open communication. Chairman Borsuk suggested that the Commissioners assign a Commissioner to be a Liaison between the Volunteers and the Commissioners similar to the Liaison for the Career Department.

MEETING OPEN TO THE BOARD

Chairman Borsuk opened the meeting to the board. The board had no additional topics to discuss.

Chairman Borsuk stated that we needed to have a resolution for the insurance fund.

UPON MOTION MADE by Martin Berkowitz and seconded by Lawrence Reisch, to designate a fund commissioner for the First Responder Insurance Fund and appoint Chief James Carbin as the fund commissioner and Commissioner Lawrence Reisch as an alternate fund commissioner.

ROLL CALL: Aye Berkowitz

Aye Borsuk

Aye Mahler

Aye Mitnowsky

Aye Reisch

Attorney Shaklee stated that we need a resolution to open the accounts at Hudson City Savings.

UPON MOTION MADE by Martin Berkowitz and seconded by Maurice Mahler, authorize the approval of opening of 2 accounts at Hudson City Savings on the standard form.

ROLL CALL: Aye Berkowitz

Aye Borsuk

Aye Mahler

Aye Mitnowsky

Aye Reisch

UPON MOTION MADE by Lawrence Reisch and seconded by Maurice Mahler, authorize the approval of opening of 2 accounts at Hudson City Savings using Hudson City Savings form.

ROLL CALL: Aye Berkowitz

Aye Borsuk

Aye Mahler

Aye Mitnowsky

Aye Reisch

MEETING OPEN TO THE PUBLIC

Chairman Borsuk opened the meeting to the public. There were no comments from the public.

CLOSED SESSION

Chairman Borsuk announced the need to hold an executive session. Attorney Shaklee read the Resolution for an Executive Session for the purposes of collective bargaining negotiations.

UPON MOTION MADE by Maurice Mahler and seconded by Martin Berkowitz, the board went into executive session for the purpose of collective negotiations.

ROLL CALL: Aye Berkowitz

Aye Borsuk

Aye Mahler

Aye Mitnowsky

Aye Reisch

ADJOURN

Chairman Borsuk asked for a motion to adjourn.

UPON MOTION MADE by Lawrence Reisch 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
GLENN BORSUK
Chairman

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

PREPARED BY: Lindsay Lesser