

TOWNSHIP OF MONROE
Board of Fire Commissioners
Fire District No. 2
Minutes of the Agenda and Regular Meetings
Wednesday, October 13, 2010

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, corner of Applegarth Road, Monroe Township, New Jersey for an Agenda Meeting.

Chairman Mahler called the meeting to order with a Salute to the Flag at 7:00 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, Edward Mitnowsky and Lawrence Reisch.
ALSO PRESENT: Board Attorney Richard J. Shaklee, Esquire, Chief James Carbin and Lindsay Lesser, substitute Recording Secretary.

There were four career firefighters present: Firefighter Nuber

There was one volunteer firefighter present: President Mark Davis.

There were 4 members of the public present: Steve Gorbe, Charlie DiPiero, Robert LeBrun, Howard Dower

Chairman Mahler announced that the meeting was being held in accordance with the Open Public Meeting Act, having been published in the April 9, 2010 newspaper, posted on the bulletin board of the Office of the Township Clerk, and notices sent to those requesting such.

AGENDA MEETING

The Board would like to recognize that the board is in sincere empathy with Val Cier in the passing of her mother.

Chairman Mahler asked if there were any correction to the August 11, 2010 and September 15, 2010 minutes.

August 1, 2010

Page 2 - last paragraph first sentence should read - At the present time the rate of interest in May was 4.09.

Page 3 - 8th paragraph 2nd sentence should read - Firefighter Grande stated they began researching a replacement for the 1995 95 foot Aerialscope.

Page 3 - 9th paragraph 2nd sentence should read - Chief Carbin stated that Hightstown has 135 foot ladder, not a bucket.

Page 7 - 4th paragraph 2nd sentence should read - The solar system had \$25,000 given to board: upon 50% completion - \$50,000; and upon completion another \$25,000.

UPON MOTION MADE by Glenn Borsuk and seconded by Martin Berkowitz, a motion was adopted to approve the minutes of the August 11, 2010 agenda and regular meetings, as amended.

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

September 15, 2010

Page 1- 3rd paragraph 1st sentence under Agenda Meeting should read - Chairman Mahler stated that there will be a closed session tonight.

Page 4 - 2nd bullet under Fire Prevention Bureau Report should read - MVA near Bently Road - 2 people transported.

Page 6 dollar amount of GC60 should be \$1,173

UPON MOTION MADE by Glenn Borsuk and seconded by Martin Berkowitz, a motion was adopted to approve the minutes of the September 15, 2010 agenda and regular meetings, as amended.

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

Chairman Mahler asked the board to review the Claims against the Board. Claims against the Board to be approved at the regular meeting.

There were questions on the Patriot bill in the amount of \$2,307.64 and Chief Carbin was asked to hold the check. Chief Carbin was asked to research the breakdown of the line items on the bill before sending the check.

Commissioner Reisch stated that last month's electric bill was high, over \$3,000 and this month it is over \$4,000 at the new station. Commissioner Reisch also noted that the electric bill at the volunteer house went up over \$700 from last month. Chief Carbin was asked to research if the bills were estimated vs. actual and if not to have JCP&L to check the meters at both houses.

The Treasurer's report, Building Committee and Fire Prevention to be reviewed at the regular meeting.

Correspondence - Chairman Mahler requested JCP&L to change the billing cycle dates to avoid the monthly late payment charge that has been billed each month. JCP&L changed the date as requested and reversed all the late charges.

Email received from Phil Galleta from Sun Electric. The touch screen is working better but there is still a faulty switch even after JCP&L swapped out the electric meter.

Verbal correspondence between Commissioner Reisch and Michelle from Osh Kosh - we locked in at the interest rate of 3.79 for 10 year lease to purchase program on fire truck.

UPON MOTION MADE by Glenn Borsuk and seconded by Lawrence Reisch, the agenda meeting

was adjourned at 7:18pm.

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

REGULAR MEETING

Chairman Mahler called the 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, Edward Mitnowsky and Lawrence Reisch.

ALSO PRESENT: Board Attorney Richard J. Shaklee, Esquire, Chief James Carbin and Lindsay Lesser, substitute Recording Secretary.

There were four career firefighters present: Firefighter Nuber

There was one volunteer firefighter present: President Mark Davis.

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CLAIMS AGAINST THE BOARD

Commissioner Reisch reported:

General Operating Claims Total	\$76,577.79
Capital Project Claims Total	\$159,475.92
Net Payroll Claims Total	\$75,178.21
Total Claims Against the Board	\$311,231.92

September 18, 2010 - October 15, 2010

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 amount of \$311,231.90.

ROLL CALL: Aye Berkowitz

Aye Borsuk

Aye Mahler

Aye Mitnowsky

Aye Reisch

7:35pm Denis Cronin arrived.

Attorney Shaklee read the resolution, by title, resolution authorizing change order GC60, GC61 & GC62 for the construction of Halsey Reed Road Fire House/Emergency Medical Services Facility. GC 60 & GC61 - the numbers were reused but the amounts are different.

- GC60 - had been in the amount of \$1,173 and is now in the amount of \$813
- GC61 - had been in the amount of \$620 and is now \$727
- GC62 - had been in the amount of \$3337 to furnish and install a new door, mortise lock and electric strike for door 105-1 to reverse access.

UPON MOTION MADE by Glenn Borsuk and seconded by Edward Mitnowsky, to approve the consent agenda resolutions GC60, GC61 & GC62, as presented.

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

Attorney Shaklee read a resolution to award a contract to Pierce Manufacturing Inc. for a 100ft. Aerialscope truck in the amount of \$981,910. In the bid package it states that there will be a discount of \$28,000 if the amount is paid by a specific dates. Once the financing goes through, Oshkosh will pay Pierce and the discount will be applied.

UPON MOTION MADE by Glenn Borsuk and seconded by Maurice Mahler, to award the contract of the 100 foot Aerialscope truck to Pierce Manufacturing Inc.

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

UPON MOTION MADE by Glenn Borsuk and seconded by Martin Berkowitz, authorizing the execution of the lease to purchase agreement for the tower ladder truck in the principle amount not to exceed \$981,910 to Pierce Manufacturing Inc.

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

TREASURER'S REPORT

Chairman Mahler asked for the treasurer's report.

Commissioner Reisch reported the following as of October 15, 2010:

Hudson City Savings Bank:

Unrestricted Funds	\$749,442.82
Restricted Funds	\$404,296.18
Capital Projects	\$144,400.11
Cash on Hand	\$170.00
Total Balance	\$1,298,309.06

Commissioner Reisch reported that the check for \$75,000 from the township has not been received for the solar system.

BUILDING COMMITTEE

Punch list of open items:

- Fire extinguishing cabinet - still waiting to be installed
- EMS door - change order was approved. Chairman Mahler asked Attorney Shaklee to send a letter to Spiezel and Epic
- Signage - done
- Pre-cast stone - The manufacture left acid material to wash stone. Santorini was supposed to stop by to apply the wash but a crew has not showed up.
- Pella windows - the issue is that there are imperfections in the window pane and the tint company won't apply the tint. Pella to have a site visit.
- End caps - not fixed.
- Louvers - there are leaks. This issue to be included in the letter Shaklee to write to Spiezel.
- Concrete driveway - no movement on this issue
- Fencing and lighting - site visit expected
- Landscape - Chief walked the grounds with the landscaper to review what we would not accept.
- The memorial garden meeting is scheduled for next week.
- Air conditioner covers - done
- Website - Jason and the Chief are playing phone tag. Hoping to schedule a meeting next week to discuss.

CORRESPONDENCE

Commissioner Berkowitz reviewed a draft example of a letter to be sent to the gated communities within our district.

FIRE PREVENTION BUREAU REPORT

Chief Carbin noted the vendor copy of the sewer connection reimbursement from the township.

Letter from Sun Electric/Phil Galletta regarding the issue with the inverter.

Fire Prevention Bureau Report for October.

Incident Run Log - calls worth noting

- Charleston Springs - abandoned house fired
- Assisted 23 with landing zone on Turnpike
- Multiple storms/lightning in the area - mutual aid to a kitchen fire
- Dryer fire the same day as the dedication

Reviewed Personnel Event Total & Apparatus and Equipment report

Door and key fob system will be installed by next week. Once this is completed and keys are assigned, EMS will move into building - should be within 3 weeks.

Flu shots will be offered to the firefighters and commissioners. The cost \$16 will be per person for spouses. Dates have not been scheduled yet.

The command vehicle is not in yet but is expected any day. Once in house, it will be sent out for conversion.

Firefighter LeBrun and Chief Carbin were involved in a minor accident on Perrineville Road. A pickup going north crossed the center line and clipped the mirror.

Close out meeting with Pearl Media was held this week and now close out is complete.

Thank you to everyone who helped out at the dedication.

The next Tri-District meeting is being rescheduled.

APPLEGARTH VOLUNTEER FIRE COMPANY

Chairman Mahler asked for the Applegarth Volunteer's report.

Three new members joined from the Monroe Country Fair.

MEETING OPEN TO THE BOARD

Commissioner Reisch is questioning the Patriot bill and the hours charged. There is a \$600 charge without explanation. Chief Carbin has been instructed to hold the Patriot check until Patriot can give further explanation for the charges.

Chairman Mahler asked Commissioner Berkowitz to create a form that explains the requirements for being a fire commissioner. Unlike some of the other districts, our district has 5 over 55 communities where many residents are snow birds and live out of state for multiple months out of the year.

Chief Carbin spoke to Joe Yousoff on the rules and regulations for being a commissioner. Attorney Shaklee hasn't found any actual laws. A district can set up their own guidelines for being a commissioner however, there aren't any actual laws. If we create our own rules, they are not self-executing and if we were in this situation we may need to go to court. Chairman Mahler asked the commissioners to review the form and make comments as he would like to have a final copy to approve by next meeting.

Chairmen Mahler addressed the public in regards to the bid documents created by the township for the redistricting consultant.

Commissioner Reisch pointed out that the document is misleading regarding the amount of career men per district. District 1 is proper, District 2 lists 18 where as there are only 17 and District 3 lists 32 where as there are 34.

Additionally, the ratable are listed incorrectly. District 1 lists \$900,000,000 correctly, District 2 lists \$1,384,000,000 correctly but District 3 lists 3 billion where as it should be 1.4 billion. It looks as though the 3 billion is the total amount for all 3 districts.

Commissioner Reisch went on record stating that District 2 will fight against consolidation or if consolidation needs to happen then it should be consolidating all 3 districts not only 2. Commissioner Reisch also questions where the cost savings will be if they eliminate most of the commissioners, who will do all the work that the commissioner do? The township will need to hire a person to pick up the additional work whose pay will cost the township between \$85,000 - \$125,000. This amount well exceeds the amount paid to the commissioners.

OPEN TO THE PUBLIC

Steve Gorbe stated that he is all for consolidation. This will give the township 1 chief, 3 captains and 5 commissioners - 1 tax rate and 1 department. He also stated that he believes that the fire department on School House Road should be a volunteer station and that District 3 has too many paid firefighters.

Howard Dower asked the board what is an adequate response time? Chief Carbin responded that per NFPA recommendations, alarm to on scene should be between 4-5 minutes. Per Commissioner Reisch District 1 doesn't have coverage 24x7 but District 2 is available to cover District 1 at all times.

Howard Dower asked what the outcome of the vote to purchase the new truck as he missed the last meeting. He was told that it was voted in. Howard Dower questioned how the vote was held and how was the public notified to the vote. Per Attorney Shaklee, we not only followed the law, but went above and beyond what was necessary.

Steve Gorbe asked Chief Carbin what constitutes a call and to explain how training and fire prevention is accounted for in the call counts.

CLOSED SESSION

Chairman Mahler announced the need to hold an executive session on contract negotiations.

UPON MOTION MADE by Glenn Borsuk and seconded by Martin Berkowitz, an executive session was held for the purpose of contract negotiations.

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

ADJOURN

Chairman Mahler asked for a motion to adjourn.

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

ROLL CALL: Aye Berkowitz
Aye Borsuk

Agenda/Regular Meeting
October 13, 2010

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