

TOWNSHIP OF MONROE
Board of Fire Commissioners
Fire District No. 2
Minutes of the Agenda and Regular Meetings
Wednesday, October 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 Mahler called the meeting to order with a Salute to the Flag at 7:04 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, and Lawrence Reisch. Edward Mitnowsky was not present.

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

There were three career firefighters present: Chief Carbin, Firefighter Nuber and Lt. Volkmann.

There were two volunteer firefighters present: David Lesser and President Medina.

There was one member of the public present: 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. Commissioner Borsuk had the following:

Page 3 and 5 had corrections to the spelling of names. Also Chief Carbin was present at September meeting, which had to be included in the minutes.

Chairman Mahler asked the board to review the Claims against the Board.

The Board Accountant/Auditor will not be present therefore audit will not be reviewed, nor will the synopsis be published. Chairman Mahler will see Dan Carlstrom on Monday, 10/19.

Commissioner Reisch had a negative \$167.68 at Sovereign Bank. There are two voided checks from Sovereign and those funds were rolled into Hudson City Savings Bank, to close out the Sovereign account. The two checks were issued and voided out. Commissioner Borsuk will let the two people know, if they find the old checks, not to cash the checks.

Chairman Mahler asked if there was any correspondence. Commissioner Berkowitz read a letter to Chief Carbin from Mayor Pucci, thanking the department for attending the 9/11 memorial services. Commissioner Berkowitz wrote a letter to James J. Vokral, Administrator

of Middlesex Board of Elections to obtain the voting list with a check of \$100.

Commissioner Berkowitz distributed copy of a display ad to the commissioners to go in the Concordia, Clearbrook and Encore papers for the cost of \$185 for 3 papers.

7:20 Firefighter Grande arrived

Chairman Mahler reported on the presentation last month from Paul Steffens, from PRS Consultants, a grant writing company. After abusive behavior with Firefighter Barta, Chairman Mahler let Mr. Steffens go. Later it was found out he and members of the company were arrested for criminal record. He and his company did not sign any contracts with the board. Previous grant writer, Alana, is back on board and up to date.

Chairman Mahler stated the Fire prevention and Volunteers will provide an update at the regular meeting, and there will be a need for a closed session.

UPON MOTION MADE by Glenn Borsuk and seconded by Martin Berkowitz, the agenda meeting was adjourned at 7:24p.m.

ROLL CALL: Aye Berkowitz
Aye Borsuk
Aye Mahler
Aye Reisch

REGULAR MEETING

Chairman Mahler called the regular meeting to order with a Salute to the Flag at 7:32 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, and Lawrence Reisch. Ed Mitnowsky was not present.

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

There were five career firefighters present: Chief Carbin, Lt. Volkmann, Firefighter Barta, Grande and Nuber.

There were two volunteer firefighters present: David Lesser & Danny Medina

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.

MINUTES

Chairman Mahler asked for a motion on the Minutes.

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

ROLL CALL: Aye Berkowitz

Aye Borsuk

Aye Mahler

Aye Reisch

CLAIMS AGAINST THE BOARD

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

General Operating Claims Total	\$104,250.62
Capital Project Claims Total	\$751,213.65
Net Payroll Claims Total	\$100,190.94
Total Claims Against the Board	\$955,655.21

September 10, 2009 - October 16, 2009

UPON MOTION MADE by Lawrence Reisch and seconded by Glenn Borsuk, claims against the Monroe Township Board of Fire Commissioners of District No. 2 were approved in the amount of \$955,655.21.

ROLL CALL: Aye Berkowitz
Aye Borsuk
Aye Mahler
Aye Reisch

TREASURER'S REPORT

Chairman Mahler asked for the treasurer's report.

Commissioner Reisch reported the following as of October 14, 2009:

Sovereign Bank:

Unrestricted Funds <\$167.68> (checks not cashed-voided)

Hudson City Savings Bank:

Unrestricted Funds	\$692,722.59
Restricted Funds	\$454,296.13
Capital Projects	\$2,910,767.22
Cash on Hand	\$170.00
Exchanges	\$3,268.00 (Sovereign to Hudson)
Total Balance	\$4,061,056.26

BUILDING COMMITTEE REPORT

Chairman Mahler asked to do all the building resolutions, as a consent agenda.
Attorney Shaklee read the resolutions by title:

Resolution authorizing change order GC3 and GC4 for the construction of Halsey Reed Road Fire House/Emergency Medical Services Facility

- GC3 in the amount of \$7,871.00 - modification for onsite storm management system
- GC4 in the amount of \$3,176.00 - extend walls enclosing storage rooms

Resolution authorizing change order GC5 for the construction of Halsey Reed Road Fire House/Emergency Medical Facility

- GC5 in the amount of \$8,052.00 - install base cabinets wall units

Commissioner Reisch questioned if the cabinets had been in the original plans. Chairman Mahler stated they had shelving instead of cabinetry.

Resolution authorizing an agreement for installation of electric distribution facilities

Resolution authorizing the execution of an agreement with the Township in regard to construction of a sewer line and storm water management.

Commissioner Reich had concerns about board paying for changes that apply to the EMS. The Township should pay for EMS changes, not the fire district. Commissioner Reisch asked if the

change order was due to the lack of preparation in the original plan by EMS. Chairman Mahler stated the building committee met with the EMS to agree upon the changes. It's not an oversight, it was an improvement. Commissioner Reich stated that every change order is being paid for by the fire district and not the township. It's not right and he wants it on record that he doesn't agree with it. Chairman Mahler suggested sending a letter to Wayne Hamilton stating what is in building 3 (Dist 3 new building) doesn't need to be in the new District 2 building. Commissioner Reisch stated the change order costs add up.

7:39 pm Phil Galletta from Sun Electric arrived.

UPON MOTION MADE by Glenn Borsuk and seconded by Maurice Mahler, to approve the consent agenda resolutions, as presented.

ROLL CALL: Aye Berkowitz
Aye Borsuk
Aye Mahler
Aye Reisch

UPON MOTION MADE by Glenn Borsuk and seconded by Lawrence Reisch, awarding the Photovoltaic Panels project to Sun Electrical Construction Corporation.

ROLL CALL: Aye Berkowitz
Aye Borsuk
Aye Mahler
Aye Reisch

Chief Carbin explained change of cabinetry to Commissioner Reisch.

Chief Carbin had 3 quotes for the kitchen hood system ranging from \$12, 820.00, being the lowest, to \$19,875.00, being the highest for the kitchen hood system. Chief Carbin, Brian Moore and Firefighter Fenstermaker looked at all the quotes. EVI (K Vent) is the lowest bidder and this was allocated as soft cost. Commissioner Reisch stated if all 3 contractors are reputable and qualified, the board would need to give to lowest bidder.

UPON MOTION MADE by Glenn Borsuk and seconded by Lawrence Reisch, approved the bid by EVI Inc in the amount of \$12,820.00 for services and kitchen hood system.

ROLL CALL: Aye Berkowitz
Aye Borsuk
Aye Mahler
Aye Reisch

Chairman Mahler stated that Phil Galletta, of Sun Electric, was already awarded the solar contract. Anthony Zurella, of Sun Electric, also arrived at the meeting.

Chairman Mahler asked if the panels are made in US. Mr. Galletta stated they are Solar World panels. They have the same efficiency and warranty for 25 years. They chose these because they have had good success with the Solar World panels and like the amount of watts per square foot. They are equivalent or better than Samsung/Sony panels.

Commissioner Berkowitz stated that in his community there are reports that Chinese are building better solar panels than us. Is their technology better? Mr. Galletta stated that 90% of solar panels are from China/Japan, including Solar World. They are manufactured in China and but assembled in US - similar to cars. Their industrial revolution is ahead of ours.

Commissioner Reisch questioned if there is a guarantee in the contract for the board to get their rebate. The Board took advantage of the 2007 rebate and SRECS program. The firehouse will produce 30kw. Chairman Mahler will get package of rebate information to Mr. Galletta.

Commissioner Reisch stated in preparation for budget, how much money will need to be sent after the contract is signed.

Chairman Mahler asked when the converters will be installed. Mr. Galletta stated they go in after the panels are on the roof. Brian stated they are trying to get masonry done and start roof in the end of November. Mr. Galletta calls the local inspectors when they are done. Chairman Mahler stated they may need a county inspection because the district is getting a grant from the county.

Commissioner Reisch asked when Mr. Galletta will start because at the initial start the board will get the initial payment from the county (of three payments). Mr. Galletta said when they start the roof they would know better. It looks like January and the inspections would occur in March/April.

Chairman Mahler stated the Township has money from the county, need to validate first trigger event, which should be the signing of the contract. The board will send the signed contract to the township to get first \$25,000.00.

8:04pm Anthony Zurella and Phil Galletta left.

Brian Moore, EPIC, gave a report on the building: they are maintaining the schedule of the building. Final inspection to be April 9th and punch list on April 23rd. To date, they are \$347,000.00 under the project fund - of the \$5,900, 010.00, they still have \$347,000.00 in contingency. That's with the soft costs.

Did the board want to put the fuel station in. Brian stated all that is involved is putting the piping in. It was not included on the original plan, just the electric hookups are on plan. Commissioner Reisch asked why a fuel station included in plan wasn't. Chairman Mahler stated they had the electric on the plan, but didn't know if we would have fuel. Commissioner Reisch asked what was needed. Need pad for tanks, tanks and installation.

Chief Carbin stated CMX has to give a design for the pad. The tanks would be outside cost. Princeton fuel will deliver tanks - \$29,800 for tanks; 500 gallon w/ pumps. Chairman Mahler feels it would be about \$50,000. Will need to determine if fencing is needed.

Brian will ask for CMX to send a proposal. Brian will pursue now on behalf of the board. Change order to CMX doesn't involve Spiezle. If Santorini is involved, Spiezle gets a cut.

8:20pm Commissioner Mitnowsky arrived.

8:24pm Brian Moore, EPIC left

CORRESPONDENCE

Chairman Mahler asked for correspondence. Commissioner Berkowitz read letter from Mayor Pucci to Chief Carbin thanking the department for participation in the 9/11 memorial service.

Chairman Mahler stated there is an ethics seminar in October in Asbury Park, NJ Commissioners have attended this type of seminar in the township in the past. Anyone interested, let Chairman Mahler know after the meeting.

Commissioner Berkowitz has a sample of letters to send out to communities from the board of commissioners as an awareness of the election, fire district budget and new station being built. The board would also like to meet with the residents. Chairman Mahler and Commissioner Reisch would like to shorten the letter. The plan is to send out in December. Commissioner Berkowitz will edit and send out to commissioners for review.

Commissioner Berkowitz also reviewed the display ad for the communities to generate interest in the election. Chairman Mahler would like to see the type larger and add an image of firefighter. The board will look at the revisions at the next meeting.

Commissioner Berkowitz sent a letter to the county for the election list.

FIRE PREVENTION BUREAU REPORT

Chief Carbin reported the following:

- Training-department participated in suburban chief's drill with large diameter hose - 178,000 gallons of water flowed at the drill.
- Firefighter training-walked through Oak Tree School and they have solar paneling on roof. Chairman Mahler asked if there is training on paneling. Chief Carbin ordered a CD of training for photovoltaic (pv) panels.
- Incident run log - 52 calls: MVA and structure fires
- Fire Prevention week - approximately 475 students at Oak Tree
- Tri District Meeting: October 29th at FD#2 7pm

Chairman Mahler stated after meeting with the 3 districts, he presented a letter to the township on hydrant fees, on behalf of all 3 districts.

- Fire prevention at the Renaissance on Rt 33 - about 100 people in attendance. They would like the fire department to come out for open forum board meeting.
- Speaking with Brian Moore, the board needs to begin purchasing soft cost items for the new firehouse for delivery on time. Commissioner Reisch will speak with Ken at Better Living to contact Chief Carbin.

APPLEGARTH VOLUNTEER FIRE COMPANY

President Medina reported:

- Probationary firefighter is attending firefighter one training.
- Vestibule has been gutted and has been painted and new baseboard heating
- October 24th the volunteers will be holding fire prevention from 1-4pm
- Sat with Commissioner Borsuk regarding RFP and energy audit
- Asked Attorney Shaklee about Lease agreements he was going to get together for a comparison. Attorney Shaklee sent his findings to the commissioners for review.

MEETING OPEN TO THE BOARD

Chairman Mahler opened the meeting to the board, but no members of the board spoke at this time.

Commissioner Berkowitz stated due to the time of the year of elections, the board misses out on the opportunity to speak in public forums. Commissioner Berkowitz stated that Commissioners Borsuk and Mitnowsky are up for re-election.

Commissioner Reisch stated there is a new resolution that pertains to Chief Carbin and the board needs to pass a resolution tonight pertaining to health benefits. The resolution is leaving in the 50% of cost of premium for whatever plan was chosen and cap it in 2010 at \$7,000. Family plan benefits are now up to \$19,000 in insurance.

UPON MOTION MADE by Glenn Borsuk and seconded by Lawrence Reisch, approved the resolution capping reimbursement for medical benefit waiver for non-members of collective bargaining units.

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

Commissioner Borsuk reported they are moving forward with fire prevention grant, should be in by 10/23. The concrete pad repair underway - would like to keep equipment off it for 28 days. RFP for energy audit paperwork is underway and would like Attorney Shaklee to review.

OPEN TO THE PUBLIC

Chairman Mahler opened the meeting to the public, but no members of the public spoke at this time.

CLOSED SESSION

Chairman Mahler announced the need to hold an executive session at 9:05pm for the purpose of collective bargaining negotiations and personnel.

UPON MOTION MADE by Glenn Borsuk and seconded by Martin Berkowitz, to hold an executive session for the purpose of collective bargaining negotiations and personnel.

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 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: Val Cier