

**TOWNSHIP OF MONROE**  
**Board of Fire Commissioners**  
**Fire District No. 2**  
**Minutes of the Agenda and Regular Meetings**  
**Wednesday, November 11, 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 7:02 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, and Val Cier, Recording Secretary.

There were three career firefighters present: Chief Carbin and Firefighter Cackowski and Nuber.

There was one volunteer firefighters present: David Lesser.

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 and Commissioner Reisch had correction to pages 2, 5 and 6.

Chairman Mahler asked the board to review the Claims against the Board. Commissioner Reisch handed a check of 48 cents, from Sovereign Bank, to close out the account, to Chief Carbin.

Chairman Mahler asked if there was any correspondence. Commissioner Reisch spoke to Board Accountant Dan Carlstrom. The state hasn't set the policy on pension contributions or on the cap of the budget. There should be a few things received by the end of this month.

Commissioner Reisch also mentioned the command vehicle is going to be put in the budget. Chief Carbin will provide the information to the recording secretary to put on December agenda and provide any publication that would be required.

Commissioner Berkowitz read a letter from the Township of Monroe, in response to a letter from Chairman Mahler on behalf to of the tri-districts. The letter states the districts shall bear the cost of the fire hydrants. Commissioner Reisch stated that the original question of reducing hydrant fees was not answered.

Commissioner Berkowitz read a letter drafted to each of the community managers regarding having members of the Board of Commissioners attend Board of Director meetings with residents. The letters will be mailed tomorrow.

Chairman Mahler stated the Building committee, 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 7:25.m.

**ROLL CALL:** Aye Berkowitz

Aye Borsuk

Aye Mahler

Aye Mitnowsky

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, Edward Mitnowsky and Lawrence Reisch.

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

There were three career firefighters present: Chief Carbin and Firefighter Cackowski and Nuber.

There was one volunteer firefighters present: David Lesser.

There were two members of the public present: Brian Moore - Epic, and another member.

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 Glenn Borsuk and seconded by Lawrence Reisch, a motion was adopted to approve the minutes of the October agenda and regular meetings, as amended.

**ROLL CALL:** Aye Berkowitz

Aye Borsuk

Aye Mahler

Aye Mitnowsky

Aye Reisch

## **CLAIMS AGAINST THE BOARD**

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

Commissioner Reisch reported:

General Operating Claims Total      \$128,142.94

Capital Project Claims Total      \$393,236.84

Net Payroll Claims Total      \$ 65,892.41

Total Claims Against the Board      \$587,272.19

October 17, 2009 - November 13, 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 \$587,272.19.

**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 November 11, 2009:

Hudson City Savings Bank:

Unrestricted Funds	\$509,079.46
Restricted Funds	\$154,296.13
Capital Projects	\$2,528,273.13
Cash on Hand	\$170.00
Total Balance	\$3,491,818.72

### **REPORT ON ANNUAL AUDIT**

Board Attorney Shaklee read the Resolution Certifying the Audit Report Review for 2008.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Lawrence Reisch, the resolution certifying the audit report review for 2008 was approved by the board.

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

### **BUILDING COMMITTEE REPORT**

Chairman Mahler asked to do all the building resolutions, as a consent agenda.

Attorney Shaklee read the resolutions, by title, Resolutions authorizing change order GC8 to GC13 for the construction of Halsey Reed Road Fire House/Emergency Medical Services Facility:

- GC8 in the amount of \$41,896.00 - extension of sanitary sewer
- GC9 in the amount of \$16,970.00 - install 8 exterior lights over bay doors
- GC10 deduction in the amount of \$18,679.00 - furnish and install diesel emergency generator
- GC11 in the amount of \$2,658.00 - provide and install additional electrical outlets in EMS Storage room and SBCA room
- GC12 in the amount of \$7,485.00 - furnish material and labor to install steel deck and concrete floor below units in HVAC equipment
- GC13 in the amount of \$942.00 - provide exterior louvers in custom color

Mr. Moore stated there should be two more resolutions, change order 6 & 7. Chief Carbin will look into the receipt of the resolutions.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Ed Mitnowsky, to approve the consent agenda resolutions, GC8 to GC13, as presented.

**ROLL CALL:** Aye Berkowitz

Aye Borsuk  
Aye Mahler  
Aye Mitnowsky  
Aye Reisch

Mr. Moore stated they don't have the true number for the sprinkler water valve, but currently they are under 1% of contract for change orders.

Chairman Mahler stated they will need engineering firm for work on fuel tanks. Chief Carbin will speak to District 3 on who they used. Attorney Shaklee and Mr. Moore will also look for engineering firms. Engineer firm will need to take specs from the tanks.

Attorney Shaklee read the resolutions, by title, Resolutions authorizing change order GC6 and GC7 for the construction of Halsey Reed Road Fire House/Emergency Medical Services Facility:

- GC6 in the amount of \$8,662.00 - solar powered traffic lights
- GC7 in the amount of \$5,615.00 - install six additional paddle fans in bay

**UPON MOTION MADE** by Glenn Borsuk and seconded by Lawrence Reisch, to approve the consent agenda resolutions, GC6 and GC7, as presented.

**ROLL CALL:** Aye Berkowitz

Aye Borsuk  
Aye Mahler  
Aye Mitnowsky  
Aye Reisch

Mr. Moore reported that the senior center bids came in. The township is looking to award bids no earlier than December. Bids are now coming in at 10 million.

Commissioner Berkowitz asked if we are good with our water and sewer. Mr. Moore stated the building is good with the water, we have our own. The sewer, we are doing the remaining of the sewer for the senior center. The only issue is the termination point of the storm water. We are putting the pipe of the storm water inlet that is in their parking lot. They won't have their site ready by the time we are done.

Mr. Moore reported:

- Masonry is going up
- Roofing start in 2 weeks
- Applied for permit for street work
- Try to get concrete done before cold weather

Chairman Mahler would like Chief Carbin to determine soft costs by next meeting and prioritize items. Chief Carbin stated they need the big items, fridge and stove, to get them ordered now for measurements. Mr. Moore stated they need to get data wiring done prior to closing ceiling - by January.

Chairman Mahler has AV bids coming in for the training room, which will be given to the Chief.

Commissioner Mitnowsky stated there is a gentlemen lives in his community that can get office furniture at cost price. Also knows someone that can do countertops, but they don't install. They can come in and see the Chief. Chairman Mahler stated SAMS price is 1/3 price you pay in Staples.

## **CORRESPONDENCE**

Chairman Mahler stated he will get with District 1 and District 3 commissioners to determine the response to the Township regarding hydrant fees. Chairman Mahler would like to know how would board like District 2 to be represented in response to the letter. Commissioner Reisch wants a major reduction in hydrant fees, and realizes the district will bear the cost. Attorney Shaklee suggested asking for justification on how the township came up with the fee of \$275 per hydrant.

## **FIRE PREVENTION BUREAU REPORT**

Chief Carbin reported on the following:

- Training - will be able to do confined space training at new firehouse.
- Incident run log; Apparatus repairs
- Two letters attached for board approval - board is in agreement
- Truck committee - looking at Crimson and Pierce. There are only 3 or 4 manufacturers that can build what is needed for this district
- Tri District Meeting cancelled, District 3 representation couldn't attend
- Suburban Chiefs is being hosted by District 2; Chief will take money from petty cash for cost
- Copier lease is coming up, the 60 month lease on copier will be \$119.17; matching current lease

Attorney Shaklee read resolution authorizing leasing new copy machine, including service, for \$119.17.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Lawrence Reisch, to approve the resolution authorizing leasing of a new copy machine for \$119.17 from Ikon business solutions.

**ROLL CALL:** Aye Berkowitz

Aye Borsuk

Aye Mahler

Aye Mitnowsky

Aye Reisch

Chief Carbin distributed a memo from First Responder Insurance Fund. It is reported that 62-72% injuries in firehouses are ball related injuries. Ball oriented sports are prohibited if

member of First Responder Insurance Fund. All balls will be removed from the firehouse. First Responder started with 8 companies, now there are 38 companies in the insurance fund.

Attorney Shaklee read the First Responder Joint Insurance Fund Draft Physical Fitness Policy.

**UPON MOTION MADE** by Martin Berkowitz and seconded by Glenn Borsuk, to approve the First Responder Insurance Fund resolution authorizing the physical fitness policy.

**ROLL CALL:** Aye Berkowitz

Aye Borsuk

Aye Mahler

Aye Mitnowsky

Aye Reisch

### **APPLEGARTH VOLUNTEER FIRE COMPANY**

Chairman Mahler asked if there was a report from the Volunteers.

President Medina was not present

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

Chairman Mahler opened the meeting to the board, and mentioned the Safer grant that ends December 18<sup>th</sup>.

Commissioner Borsuk reviewed the grant for changes from prior years:

- 2009/2010 there is no cost sharing-districts doesn't have to put money in; however it used to be for 5 years, now its only 2 years
- Guarantee to keep additional hires 1 year past the original 2 years
- No limit on salary and benefits; used to have limits
- Safer grants come out once per year

Commissioner Reisch stated he did a cost study on this grant a few years ago. At that time It amounted to about 4 million dollars over a 5 year period. There are certain things going on today, such as negotiations with the union contract. In the union contract, paid firefighters have benefit of overtime. In 2008, that was about \$100,000.00 shared by 16 men. If the board puts in for the Safer grant, there is less overtime. Does the board need firefighters for the next 2 years, or do we wait until next year.

Commissioner Borsuk reviewed additional criteria of the grant:

- Need to certify firefighter will be trained at firefighter level 2 before the end of the 2 year period
- Focus is on meeting NFPA 1710;1720 compliance (5 man truck)
- Upon getting award, recruitment in 90 days - regardless of finding firefighter or not
- 2 years start -no extension on 2 years
- Cannot layoff during that 2 years
- Cannot reduce positions requested for timeframe

Commissioner Reisch stated the township administrator made a statement that there is too much manpower. Chairman Mahler clarified the statement is in comparison to police manpower. Commissioner Reisch stated district 2 is at a minimum for manpower. District 1 only has 2 paid

firefighters; district 3 has 34 paid firefighters. Commissioner Reisch would like the Mayor to clarify if we are going in for consolidation because that effects the decision the board makes.

Firefighter Cackowski spoke on the 5<sup>th</sup> man with Safer grant. You must have 5 men so you may not reduce overtime. You may be required to run with 5 men. If you only get it for 2 years, it may not help the situation.

Chief Carbin stated you need to tell them why you want your 5<sup>th</sup> man. It would be to supplement a 4 man crew. Optimal coverage on a ladder truck is 5 men. The problem is not the overtime, the problem is a non hydrant area there are currently 3 men on the engine and 1 on tanker. Non hydrant area is 25% of the district. Commissioner Reisch stated there is mutual aid to calls for assistance. Chief Carbin would like to be proactive. The initial attack is most crucial.

Commissioner Borsuk stated the grant has nothing in reference to using 5 men. If you lose a position, you must replace it.

Commissioner Reisch stated in the 3<sup>rd</sup> year, it will be \$80-85,000 per man with benefits. The tax rate would be about 2 ½ cents to the homeowners. The board is also going to put in a bond referendum for a new truck - this would be a big tax increase. Commissioner Reisch would like to wait one more year to see how new firehouse is operating. District 2 has a good reputation of how they are operating.

Commissioner Borsuk was initially in favor of the grant, but with new rules, the board will get hit with cost at outset. Chairman Mahler asked if the board applies for grant and don't use it, will it put stigma. Commissioner Borsuk stated it probably would and the chance of getting the grant are very slim. It reads that they are looking at companies coming up to a 4 more crew, and we have it; looking at need-others need more than our district; we have received other grants-believe there is a bearing on decision. There are a lot of going on this year for district 2.

Chairman Mahler asked the board who is in favor of not applying for the grant this year and wait until next year. All board members agree to wait another year. Commissioner Borsuk abstained. Commissioner Borsuk will tell Alana not to apply for the grant.

Commissioner Berkowitz stated that when the firefighters are in the new station, and determine if we are better off with a 5 man crew, the board should look at pursuing the grant. Commissioner Borsuk stated this grant comes out every November. The 2009 parameters will be in place in 2010.

Firefighter Cackowski stated the Patrolmen want a new schedule. In order to get a new schedule, the need more police. When they see fire department hiring more staff, it gives them ability to negotiate for more police on staff. Monroe Police are understaffed. There are 15 policemen on midnight shift in Toms River. Monroe has 3 on at midnight. They are not hiring.

Firefighter Cackowski stated if you want a 5<sup>th</sup> man, it has to be all the time. Don't rely on the grant to make that decision.



**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 8:48pm for the purpose of contract negotiations.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Lawrence Reisch, to hold an executive session 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 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