

TOWNSHIP OF MONROE
Board of Fire Commissioners
Fire District No. 2
Minutes of the Agenda and Regular Meetings
Wednesday, November 11, 2015

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.

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, EMS, police 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, Maurice Mahler, Robert McGee, Jason Martin and Edward Mitnowsky.

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

There was one career firefighters present: Chief Carbin

There were no volunteer/support firefighters present.

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

Chairman Mahler 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

Chairman Mahler asked the board to review the minutes. Commissioner Borsuk had a grammatical correction.

Chairman Mahler asked the board to Review claims against the board. Chairman Mahler mentioned the firehouse gets the Home News and Tribune, and the board should consider getting the Cranbury Press since the board uses it for advertisements. Chief Carbin is considering dropping the Home News subscription. The board felt there was no need to subscribe to the Cranbury Press.

UPON MOTION MADE by Jason Martin and seconded by Robert McGee, the agenda meeting was adjourned at 7:10pm.

ROLL CALL: Aye Borsuk
Aye Mahler
Aye Martin
Aye McGee
Aye Mitnowsky

REGULAR MEETING

Chairman Mahler called the regular meeting to order with a Salute to the Flag at 7:30 pm. Chairman Mahler asked for a moment of silence for all firefighters, EMS, police 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, Maurice Mahler, Robert McGee, Jason Martin and Edward Mitnowsky.

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

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Chairman Mahler 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.

MINUTES

Chairman Mahler asked for a motion on the Minutes.

UPON MOTION MADE by Jason Martin and seconded by Ed Mitnowsky, a motion was adopted to approve the minutes of the October 14, 2015 agenda and regular meetings, as amended.

ROLL CALL: Aye Borsuk
Aye Mahler
Aye Martin
Aye McGee
Aye Mitnowsky

CLAIMS AGAINST THE BOARD

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

Commissioner Martin read the report:

General Operating Claims Total	\$173,654.44
Net Payroll Claims Total	\$ 70,644.62
Total Claims Against the Board	\$244,299.06
Period ending November 11, 2015	

UPON MOTION MADE by Ed Mitnowsky and seconded by Glenn Borsuk, claims against the Monroe Township Board of Fire Commissioners of District No. 2 were approved in the amount of \$244,299.06.

ROLL CALL: Aye Borsuk
Aye Mahler
Aye Martin
Aye McGee
Aye Mitnowsky

TREASURER'S REPORT

Chairman Mahler asked for the treasurer's report.

Commissioner Martin reported the following as of November 11, 2015.

Hudson City Savings Bank:

Undesignated Funds	\$934,582.42
Designated Funds	\$168,789.33
Total Balance	\$1,103,373.75

Commissioner Martin read the Resolution Certifying the Audit report review for 2014.

As part of the audit synopsis, the books and records were compliant with all the rules and regulation set forth. All receipts were properly accounted for and all expenditures were diligently appropriated. There were no additional recommendations by Board Auditor.

UPON MOTION MADE by Glenn Borsuk and seconded by Jason Martin, to adopt the Resolution certifying the Audit report review for 2014.

ROLL CALL: Aye Borsuk
Aye Mahler
Aye Martin
Aye McGee
Aye Mitnowsky

CORRESPONDENCE

Chairman Mahler asked for the correspondence to be read. Commissioner Martin read a letter from the Mayor of North Brunswick Township to Chief Carbin. It was a letter of thanks for their assistance for the great North Brunswick fire, which was the largest fire in their history.

Letter also received from the Chief of the North Brunswick volunteer fire department for the warehouse fire that extended for 5 days. They also sent a plaque to Chief Carbin.

FIRE PREVENTION BUREAU REPORT

Chairman Mahler asked for the Fire Prevention Report.

Chief Carbin reported on the following:

- 452 inspections completed YTD
- Reviewed Incident run log calls
- 4 runs to Costco- all activations due to testing

Chairman Mahler asked if the CO alarms are from new residents. Chief Carbin said most are due to cars running in the garage.

- Generator repair at other building is complete
- Telescoping steering in tanker is still an issue. Chief doesn't want to take it out of service. Will look to repair in-house
- Rescue Equipment is on order via state contract
- Insurance meeting at this firehouse this Friday, should solidify workers comp figures
- 1042 students involved in fire prevention this year (compared to 600+ last year)

Commissioner McGee asked about the truck purchase from PA. Commissioner Borsuk said they are looking to get the truck here in January. Chief Carbin would like them to deliver the truck here. Commissioner Borsuk stated that since they haven't been forthcoming, this may delay it getting here. If that is the case, Chief and Commissioner Borsuk will go to PA to pick it up.

APPLEGARTH VOLUNTEER FIRE COMPANY

Commissioner Borsuk relayed the message from the Ladies aux that they will have soup and salad for an all you can eat buffet this Sunday, 1-4pm, at the Applegarth Fire house, \.

MEETING OPEN TO THE BOARD

Chairman Mahler asked about the budget. Commissioner Martin stated the budget meeting will be on Monday at 12:30pm at the Board Accountants office. It will include the Chief, Commissioners Martin and Borsuk.

Chairman Mahler mentioned there is a convention coming up (League of Municipalities) on November 17th & 18th. The Chief mentioned he may be able to attend 1 day. Chairman Mahler suggested Board Attorney attend as well.

Chairman Mahler suggested reinstating the Fire Wire for 2016. The board agrees. Chief Carbin explained to public the Fire Wire - newsletter mailed to all residents. Chief Carbin will have it ready for April and publish it twice per year.

MEETING OPEN TO THE PUBLIC

Chairman Mahler opened the meeting to the public.

Remarks from Henry Sloan:

- Clarified and it was confirmed the emergency egress for Stonebridge to Old Church Road is for fire department. When it snows, the fire department will open it and come through with a plow.
- Regarding an email from the Chief- there are 3 entrances to Stonebridge on Federal Rd. Tower Blvd has a guard posted there 24/7. Lionheart is close to firehouse. Chief will get 1 unit on Archway, which will allow them to click to enter using the emergency gate activation and all mutual aid has it.
- Questions on election and budget that will be voted on in February. Commissioner Martin explained that there is a budget meeting Monday. The Board will have the budget approval at next month's meeting, then it will be adopted in January and go to the DCA.
- Questioned who is running for election: Commissioner Martin stated: Commissioners Borsuk, McGee, and Mitnowsky will be on ballot. Commissioner Borsuk stated that the ballot comes out later because someone can put a petition in 28 days prior to the election so the ballot printing is late.
- District 3 got another grant (Dist. 3 got \$85k for equipment). Mr. Sloan stated he is willing to help with getting a grant. Chairman Mahler stated they received grants in the past. Commissioner Borsuk mentioned their past grant writer was good but it didn't go smoothly. Commissioner Borsuk would rather work with Mr. Sloan if he's willing to help. Commissioner Borsuk mentioned that the board looks for grants for something special.

Michael Frisch stated on October 23rd, his wife had a blowout while driving and took out a gas meter, pole and hit a tree. He wanted to thank FD and EMS, they were so professional.

Michael Frisch would also like to setup a new date for training and include the volunteers. It can also be done in the evening. The Chief will look into dates.

MEETING OPEN TO THE PUBLIC

The Board would like to move the December meeting to the 3rd Wednesday of December, which would be December 16th. All members of the board were in agreement. A change of dates will be published in the paper.

CLOSED SESSION

Chairman Mahler stated there was no need for a closed session

ADJOURN

Chairman Mahler 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 Mahler
Aye Martin
Aye McGee
Aye Mitnowsky

JASON MARTIN
Board Secretary
MAURICE MAHLER
Chairman

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

PREPARED BY: Val Cier