

TOWNSHIP OF MONROE
Board of Fire Commissioners
Fire District No. 2
Minutes of the Regular Meetings
Wednesday, November 9, 2016

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.

Vice Chairman Borsuk called the meeting to order with a Salute to the Flag at 7:00 pm. Vice Chairman Borsuk 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, Michael Frisch, Jason Martin and Robert McGee. Chairman Mahler was not present.

ALSO PRESENT: Board Attorney Richard J. Shaklee, Esquire, and Val Cier, Recording Secretary. There was one career firefighters present: Chief Carbin.

There were three volunteer firefighters present: Dan Medina, Hank Haligowski, Vince Barolon
There were no members of the public present.

Vice Chairman Borsuk 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 district 2 website, and notices sent to those requesting such.

MINUTES

Vice Chairman Borsuk asked for a motion on the Minutes and made a correction to page one.

UPON MOTION MADE by Michael Frisch and seconded by Robert McGee a motion was adopted to approve the minutes of the October 5, 2016 regular meeting, as amended.

ROLL CALL: Aye Borsuk
Aye Frisch
Aye Martin
Aye McGee

CLAIMS AGAINST THE BOARD & TREASURERS REPORT

Vice Chairman Borsuk asked the board to review the claims against the board and the treasurer's report. Commissioner Frisch read the report as of November 9, 2016:

General Operating Claims Total	\$186,472.72
Net Payroll Claims Total	\$ 96,847.31
Total Claims Against the Board	\$283,320.05
Period ending November 9, 2016	

Treasurer's report:

M&T Savings Bank:

Undesignated Funds	\$766,894.25
Designated Funds	\$168,789.33
Total Balance	\$935,683.58

Commissioner Borsuk asked why there are two bills for electric for the same exact amount. Commissioner Martin thinks an additional check has been cut for the difference on the second page. Chief Carbin will research.

UPON MOTION MADE by Jason Martin and seconded by Michael Frisch, claims against the Monroe Township Board of Fire Commissioners of District No. 2 were approved in the amount of \$283,320.05, with a review of the electric bill.

ROLL CALL: Aye Borsuk
Aye Frisch
Aye Martin
Aye McGee

CORRESPONDENCE

Vice Chairman Borsuk asked for the correspondence to be read. Commissioner Martin had no correspondence.

FIRE PREVENTION BUREAU REPORT

Vice Chairman Borsuk asked for the Fire Prevention Report.

Chief Carbin reported the following:

- Extrication onsite training - opened it up to EMS too. Commissioner McGee attended as well.
- Pending dates in November/December for a one night and Sat/Sun class for volunteers
- Will ask for Tesla to come out for a training session
- Reviewed incident run log
- Ladder is needed on truck at 130 Applegarth - Chief will pursue
- Chain saw needs to be repaired at 130 Applegarth - Chief will follow up
- Tower should be done tomorrow
- Open house went very well in October
- Fire Prevention Clerk is working out very well
- Firefighter Patel sat down with a vendor for uniforms - Commissioners can come 11/22 at 6pm or 11/23 at 630am; Commissioner Borsuk asked if volunteers can get sized as well. Chief Carbin said they can come at either time as well.
- Lt. Byrne will have hand surgery 12/1, and then out on short term disability for about 4 months rehabilitation. Per diems will be used to cover the shifts.

Commissioner McGee asked about an OSHA bill on the claims. Chief Carbin will look to clarify.

APPLEGARTH VOLUNTEER FIRE COMPANY

Mr. Medina asked about a wireless tablet for the volunteer trucks. Chief Carbin said a tablet came in but they are waiting for the mount. They would like to see how it holds up before purchasing more. Commissioner Martin stated the tablet will have internet as well.

Mr. Medina asked about the two new members. Chief Carbin stated the physical is done for one, and there is one more item to go on the second volunteer.

The volunteers are also working on the 50th anniversary for the volunteers in 2017, but may do it at a later date than the installation date.

Mr. Haligowski asked if there is a chance of live burn training for volunteers. Chief Carbin said it will be done with the career staff in April.

MEETING OPEN TO THE BOARD

Commissioner Martin read the Resolution certifying the audit report review for 2015.

UPON MOTION MADE by Michael Frisch and seconded by Robert McGee, to approve the resolution certifying the audit review for 2015 for Board of Fire Commissioners of District No. 2

ROLL CALL: Aye Borsuk
Aye Frisch
Aye Martin
Aye McGee

Commissioner Martin stated he will not be at next month's meeting and would like to provide updates on the upcoming election.

- Commissioner McGee and Martin are up for re-election.
- Commissioner Borsuk and Martin met with Chief Carbin and the Board Accountant Dan Carlstrom. Commissioner Martin stated the Board cannot continue to stay flat year after year with the tax rate. Therefore the .135/\$100 go to .139/\$100
 - So for a \$250k house, it means an additional \$10 in fire district tax. Primarily between \$10-\$15.
 - Commissioner Frisch asked if this going to be used for reserve or budget. Commissioner Martin stated it is for budget increases.
- Petition for Commissioner is required 28 days prior to the 2/18/17 election, with 10 signatures of registered voters in FD#2.
- Commissioner Borsuk said we have option to extend poll times, but doesn't feel there is no need to extend past 9pm. The board agrees.

Commissioner Frisch would like Stonebridge to have a voting there. They had voting for school and general election in Stonebridge. The resolution in March didn't include Stonebridge. Commissioner Martin will call county election to see if they have voter registration for Stonebridge residents, who would have voted at the firehouse in the past.

Commissioners Borsuk and Martin would like to have all voters to come to Fire house instead of voting in each community. The other suggestion is to market mail in ballots.

Commissioner McGee stated that the more poll locations, the more cost involved. Commissioner Martin also stated there is liability of transporting of ballots; poll takers not showing up, logistics, etc.

Commissioner Martin would like a resolution for a single polling location, at the firehouse, with two voting machines to obtain instant results, for a fee.

Chief Carbin stated it would be easier for the district, to reduce travel and manual counting of ballots. The county delivers the polling machine and you would only need one person at each machine and one at the voter registration books, instead of the 6 current locations. Commissioner Martin stated there is current and more expected growth and we can't service all the communities.

UPON MOTION MADE by Michael Frisch to disband all voting locations and make one single voting location at the firehouse, on Halsey Reed Rd, effective for this upcoming election 2/18/17.

Commissioner Frisch stated the communities will not be happy with it but it's fair.

Commissioner Borsuk stated the County needs to tell us what we have to do and the cost of poll machines first. Attorney Shaklee stated there is nothing about going to one polling place. Commissioner Martin will ask for the voter registration to be put in one book to have one polling place.

It would benefit to go out to the community meetings in December/January and bring absentee ballots to the meeting. The fire district is getting too big to have a polling location in all communities. It's time to move to more secure voting and reduce liability and cost. (2014, with the # of votes that came in, it cost \$80/vote)

Commissioner Martin will get details from the County on how/if the board can move to one voting location for February, and will send recording secretary info, who will forward to board. The decision is needed prior to the December budget advertisements/correspondence going out.

Chief Carbin stated he has received several OPRAs from the same firm looking for contracts for the career staff from 2010 to present. A recent one for the chief was requested for 2010 to present. Chief is only sending the contract in effect and the prior one. It's a firm that represents fire district 1.

MEETING OPEN TO THE PUBLIC

Vice Chairman Borsuk opened the meeting to the public. Public had left during board discussion.

CLOSED SESSION

Vice Chairman Borsuk reported no need for a closed session.

ADJOURN

Vice Chairman Borsuk asked for a motion to adjourn.

UPON MOTION MADE by Frisch and seconded by Jason Martin, the meeting was adjourned.

ROLL CALL: Aye Borsuk
Aye Frisch
Aye Martin
Aye McGee

JASON MARTIN
Board Secretary
GLENN BORSUK
Vice Chairman

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

PREPARED BY: Val Cier