

**TOWNSHIP OF MONROE**  
**Board of Fire Commissioners**  
**Fire District No. 2**  
**Minutes of the Agenda and Regular Meetings**  
**Wednesday, December 10, 2014**

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 7:10 pm. Chairman Mahler asked for a moment of silence for all firefighters, police and military, who have died in the performance of their duties. Commissioner Borsuk also requested on behalf of Gene Wojciechowski, charter and life member, who recently passed away.

**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: Martin Berkowitz, Glenn Borsuk, Maurice Mahler and Edward Mitnowsky. Jason Martin was not present. **ALSO PRESENT:** Board Attorney Richard J. Shaklee, Esquire, and Val Cier, Recording Secretary.

There were no career firefighters present.

There were no volunteer/support firefighters present.

There were two members of the public present: Bob McGee and William Werkmeister Sr.

Chairman Mahler announced that the meeting was being held in accordance with the Open Public Meeting Act, having been published in the Home News November 24<sup>th</sup>, the Cranbury Press November 28<sup>th</sup>, posted on the bulletin board of the Office of the Township Clerk and nine other public locations, and notices sent to those requesting such.

**AGENDA MEETING**

Chairman Mahler reported that the Resolution, Public Vote and Introduction of the Budget will be addressed during the regular meeting.

Chairman Mahler asked the board to review the minutes. Commissioner Borsuk had corrections on Pages 3 and 4.

Chairman Mahler asked the board to Review claims against the board. Chairman Mahler mentioned to public that the board does assist firefighters that attend school as long as they keep their GPA up.

**UPON MOTION MADE** by Ed Mitnowsky and seconded by Martin Berkowitz, the agenda meeting was adjourned at 7:10pm.

**ROLL CALL:** Aye Berkowitz

Aye Borsuk

Aye Mahler

Aye Martin

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 who lost their lives on 9/11. Commissioner Borsuk also requested on behalf of Gene Wojciechowski, charter and life member, who recently passed away.

**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: Martin Berkowitz, Glenn Borsuk, Maurice Mahler and Ed Mitnowsky. Jason Martin was not present.

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

There were no career firefighters present.

There were no volunteer/support firefighters present: Jeff Dunham and Dan Zippo

There were two members of the public present: Bob McGee and William Werkmeister Sr.

Chairman Mahler announced that the meeting was being held in accordance with the Open Public Meeting Act, having been published in the Home News November 24<sup>th</sup>, the Cranbury Press November 28<sup>th</sup>, posted on the bulletin board of the Office of the Township Clerk and nine other public locations, and notices sent to those requesting such.

## PUBLIC VOTE

Chairman Mahler announced the opening of the public vote on the two questions:

- The Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey is authorized to: Purchase a fire engine, not to exceed \$250,000 (This cost will be directly offset by prior year's surplus so as not to create an additional cost burden to the taxpayers)
- The Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey is authorized to: Make a down payment on a new fire engine, not to exceed \$150,000 (This will be purchased through a capital lease. The down payment will be directly offset by prior year's surplus to eliminate an additional cost burden to the taxpayers)

## MINUTES

Chairman Mahler asked for a motion on the Minutes.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Martin Berkowitz, a motion was adopted to approve the minutes of the November 12, 2014 agenda and regular meetings, as amended.

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

## RESOLUTION

Chairman Mahler asked for the Resolution for the transfer of surplus.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Martin Berkowitz, a motion was adopted to approve the Resolution cancelling prior years capital projects and moving money budgeted for those projects to the General Surplus.

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

## PUBLIC VOTE RESULTS

Chairman Mahler announced the results of the public vote - 7 votes cast and all 7 votes approved both questions above.

## INTRODUCTION AND APPROVAL OF 2015 FIRE DISTRICT BUDGET

Board reviewed budget. Commissioner Borsuk stated the line item for building renovations should be moved to another line item, probably capital appropriations. Commissioner Borsuk will contact the board accountant to resolve.

President Dunham asked the board to approve the request for the volunteer lease amount to be increased by \$3000.

**UPON MOTION MADE** by Ed Mitnowsky and seconded by Maurice Mahler, to increase the building lease agreement under volunteer fire company from \$21,000 to \$24,000.

**ROLL CALL:** Nay Berkowitz  
Recuse Borsuk  
Aye Mahler  
Aye Martin  
Aye Mitnowsky

The public asked what the lease funds are used for. Chairman Mahler stated it is for building repairs, among other items and more recently the purchase of more gear lockers. Commissioner Borsuk added that it would be used for anything that is not firematic (trucks, tools, etc.). Gear costs about \$3000, with a life of about 10 years. On a Turnpike call with petroleum, it damaged 5 sets of boots.

The public asked about fire hydrants on budget. Chairman Mahler stated it should be a township responsibility and in their budget. The cost is \$275/hydrant for 700 hydrants in Fire district 2.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Martin Berkowitz, a motion was adopted to approve the 2015 total budget in the amount of \$4,154,100.00 and the amount to be raised by taxation in the amount of \$3,612,600.00.

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

Commissioner Borsuk added that the tax rate will remain flat at 0.13810.

### **CLAIMS AGAINST THE BOARD**

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

Commissioner Berkowitz read the report:

General Operating Claims Total	\$148,759.87
Net Payroll Claims Total	\$ 80,211.58
Total Claims Against the Board	\$228,971.45

Period ending December 10, 2014

**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 \$228,971.45.

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

### **TREASURER'S REPORT**

Chairman Mahler asked for the treasurer's report.

Commissioner Berkowitz reported the following as of December 10, 2014.

Hudson City Savings Bank:

Undesignated Funds	\$643,208.77
Designated Funds	\$168,789.33
Total Balance	\$811,998.10

### **CORRESPONDENCE**

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

Chairman Mahler sent a letter to Mr. Anderson about putting signs up on the property of the Concordia shopping center. Any other areas, the board may need to deal with the township so they are not removed.

## **FIRE PREVENTION BUREAU REPORT**

Chairman Mahler asked for the Fire Prevention Report.

Commissioner Borsuk reported on behalf of Chief Carbin the following:

- Large area search drill today
- Covering East Windsor due to their tower being out of service
- Reviewed Incident log
- Ryan Holtz top volunteer responder again

## **APPLEGARTH VOLUNTEER FIRE COMPANY**

President Jeff Durham congratulated Dan Zippo, who recently graduated from the fire academy and attended tonight's meeting. The board also congratulated Firefighter Zippo.

## **MEETING OPEN TO THE PUBLIC**

Chairman Mahler opened the meeting to the public. The public had no further questions.

## **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  
Aye Mahler  
Aye Martin  
Aye Mitnowsky

JASON MARTIN  
Board Secretary  
MAURICE MAHLER  
Chairman

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

PREPARED BY: Val Cier