

TOWNSHIP OF MONROE
Board of Fire Commissioners
Fire District No. 2
Minutes of the Agenda and Regular Meetings
Wednesday, December 14, 2011

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 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 Lindsay Lesser, Substitute Recording Secretary.

There was one career firefighter present: Chief Carbin

There was one volunteer/support firefighters present: Dennis Cronin

There were no members of the public present.

Chairman Mahler announced that the meeting was being held in accordance with the Open Public Meeting Act, having been published in the April 1, 2011 and October 29, 2011 newspapers, 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.

Page 1 - Last paragraph should begin with 7:12pm arrival of".

Page 2 - Firsts paragraph, delete the last words "was received".

Page 5 - Note that Tom's last name is Schauer.

Chairman Mahler stated that the Budget, Claims Against the Board, Treasurers Report, Building Report and Chief Report will be discussed at the regular meeting.

Commissioner Berkowitz stated that there wasn't any correspondence this month.

Commissioner Borsuk noted that in the 2012 Budget, there is a decrease in the pension expense of \$26,000 (line 2C). Commissioner Reisch stated that it is determined according to state guidelines.

The amount budgeted for Election Tellers is \$90 each. There are to be 13 tellers so the total amount to be paid will b \$1170.

UPON MOTION MADE by Glenn Borsuk and seconded by Martin Berkowitz, the agenda meeting was adjourned at 7:09pm.

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 7:30 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 was one career firefighter present: Chief Carbin
There were five volunteer firefighters/support members present: Dennis Cronin, Norman Olinsky, Mel Nudelman, and John Fichera.
There were no members of the public present.

Chairman Mahler announced that the meeting was being held in accordance with the Open Public Meeting Act, having been published in the April 1, 2011 and October 29, 2011 newspapers, posted on the bulletin board of the Office of the Township Clerk, and notices sent to those requesting such.

UPON MOTION MADE by Lawrence Reisch and seconded by Edward Mitnowsky, a motion was approve the 2012 budget in the total amount of \$3,601,170 with an amount to be raised by taxation of \$3,305,170.

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

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 9, 2011 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 for the period of November 12, 2011 through December 14, 2011:

Commissioner Reisch read the report:

General Operating Claims Total	\$139,180.24
Capital Project Claims Total	\$0.00
Net Payroll Claims Total	\$82,342.42
Total Claims Against the Board	\$221,522.66

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 \$221,522.66.

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 December 14, 2011

Hudson City Savings Bank:

Unrestricted Funds	\$1,003,548.17
Restricted Funds	\$245,989.83
Capital Projects	\$58,054.41
Cash on Hand	\$170.00
Total Balance	\$1,307,762.41

Note, these numbers include our quarterly deposit.

BUILDING REPORT

Chairman Mahler spoke to Ari and will be scheduling a walk through to discuss a few unresolved issues.

FIRE PREVENTION BUREAU REPORT

Chairman Mahler asked for the Fire Prevention Report.

Chief Carbin reported the following:

- Review of accumulation of hours.
- Training - CPR/AED training recertification complete. The volunteer are scheduled to do theirs with Bill Gardner.
- Fire prevention income from the month
- Review of notable calls:
 - NJ Turnpike, fatal accident.
 - Mutual aid calls - RIT team in Plainsboro
 - MVA
 - Clearbrook calls due to faulty thermostats. Annually, Chief sends a letter to Clearbrook warning the residents of potential danger.
- Incident run analysis
- Events totals
- Apparatus and equipment repairs
- Chief Carbin gave a fire safety seminar at Stonebridge last moth
- Confined space training scheduled for next week.

Chief Carbin requested to carry over 3 vacation days to be used by February 2012.

Risk assessment passed without any deficiencies. Insurance review was conducted.

APPLEGARTH VOLUNTEER FIRE COMPANY

President Dennis Cronin reported:

- 2 probationary members graduated from the Mercer Fire Academy
- The new boiler and water heater passed inspection Monday, December 12, 2011
- The builder stated that renovations should be completed with 60 days of beginning construction. Scheduled to being next Monday
- February 4th, 2012 is the annual Instillation Dinner. Venue is still TBD, but commissioners will receive invitations
- Requested the commissioners pay for the Volunteer Firefighter plates and equipment for the Fire Police. Volunteers to submit a list to Chief Carbin
 - Equipment for fire police was sent to Commissioner Borsuk and will be reviewed with Chief Carbin
- The Volunteer did a fund raiser mailer and is receiving donations from the public

MEETING OPEN TO THE PUBLIC

No public available to speak.

CLOSED SESSION

No closed session need for today's meeting.

ADJOURN

Chairman Mahler asked for a motion to adjourn.

UPON MOTION MADE by Glenn Borsuk and seconded by Lawrence Reisch, the meeting was adjourned at 8:25pm.

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: Lindsay Lesser