

**TOWNSHIP OF MONROE**  
**Board of Fire Commissioners**  
**Fire District No. 2**  
**Minutes of the Agenda and Regular Meetings**  
**Wednesday, December 16, 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, and the people in California.

**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:** Attorney Susan DeSimone, and Val Cier, Recording Secretary.

There were no career firefighters present.

There were no volunteer/support firefighters present.

There was one member of the public present: Michael Frisch.

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 stated the board will review the budget at the regular meeting. Chairman Mahler asked the board to review the minutes. Commissioner Mitnowsky had one correction.

Chairman Mahler asked the board to Review claims against the board. Chairman Mahler asked about the claim for the winch kit. Commissioner Borsuk stated it would be for the new utility truck. Commissioner McGee asked what the Rocky high gloss dress would be. Commissioner Borsuk confirmed it is a dress shoe.

Chairman Mahler asked how the ladies auxiliary fundraiser turned out. Commissioner Borsuk stated there was a holiday party at the firehouse and seemed to have a good turnout.

Chairman Mahler opened the meeting to public. Mr. Frisch would like to file a petition to become a commissioner and understand the process. The board will review at the regular meeting.

Mr. Frisch asked if there firefighters get clothing allowance. Commissioner Borsuk stated there is a stipulation in the contract for uniforms, which is only for career personal. Volunteers get a dress uniform and company t-shirts.

**UPON MOTION MADE** by Jason Martin and seconded by Glenn Borsuk, the agenda meeting was adjourned at 7:12pm.

**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 who lost their lives on 9/11, and the people in California.

**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:** Attorney Susan DeSimone, and Val Cier, Recording Secretary.

There were no career firefighters present.

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There was one member of the public present: Michael Frisch.

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.

## INTRODUCTION AND APPROVAL OF 2016 FIRE DISTRICT BUDGET

Chairman Mahler asked for the introduction of the 2016 fire district budget. Commissioner Martin distributed the budget to the board. The total 2016 budget is \$4,050,670.00, with the amount to be raised by taxation of \$3,785,670.00. The fire tax rate will stay exactly flat. It will remain at 13.5 cents per \$100, the same as last year.

Chairman Mahler asked if the board should do more advertising than last year on the upcoming election. Commissioner Martin stated the board members can print flyers for their clubhouses, and stay with the three ads they did last year. The ad that was in the community papers was the most expensive ad. Commissioner McGee suggested advertising on Facebook. The board will have the ad and budget on the fire department website.

Commissioner Martin stated this year the board will hold the ad's off until February publication so it's closer to the election date.

Mr. Frisch mentioned that people don't understand there are different fire districts in Monroe and they need to be educated. Chairman Mahler stated the board used to do presentations in the communities to explain the districts. Commissioner Borsuk explained one reason districts were created was due to lack of funding and there is a different need in each part of town, going from high density population to farmlands. They tried single district prior to the three, but one example of a challenge encountered was that equipment wasn't fairly distributed amongst the firehouses.

Commissioner Martin read the Resolution to approve the 2016 budget.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Robert McGee, the resolution for 2016 Budget was approved in the amount of \$4,050,670.00, with the amount to be raised by taxation of \$3,785,670.00.

**ROLL CALL:** Aye Borsuk  
Aye Mahler

Aye Martin  
Aye McGee  
Aye Mitnowsky

## MINUTES

Chairman Mahler asked for a motion on the Minutes.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Robert McGee, a motion was adopted to approve the minutes of the November 11, 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      \$143,457.40  
Net Payroll Claims Total              \$121,131.23  
Total Claims Against the Board      \$264,588.63  
Period ending December 16, 2015

**UPON MOTION MADE** by Glen Borsuk and seconded by Jason Martin, claims against the Monroe Township Board of Fire Commissioners of District No. 2 were approved in the amount of \$264,588.63.

**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 December 16, 2015.

Hudson City Savings Bank:  
Undesignated Funds    \$1,586,385.29  
Designated Funds      \$168,789.33  
Total Balance            \$1,755,174.62

## CORRESPONDENCE

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

## FIRE PREVENTION BUREAU REPORT

Chairman Mahler asked for the Fire Prevention Report.

Commissioner Borsuk reviewed the following on behalf of Chief Carbin:

- Training with Millstone on search and rescue drill

- 15 inspections due for the remainder of the year

Chairman Mahler mentioned the Township will have a form at a cost of \$100 that people need to complete out if they are running a business from their residence.

- Reviewed incident log
- Tower was out of service for cracked radiator. Open question with Pierce on why that would happen

#### **APPLEGARTH VOLUNTEER FIRE COMPANY**

There was no representation from the Volunteer company.

#### **MEETING OPEN TO THE PUBLIC**

Chairman Mahler opened the meeting to the public and mentioned page 2 of the budget - each district pays for the fire hydrants to be maintained.

Mr. Frisch asked why Stonebridge does not have fire district elections in their community. Board mentioned that Renaissance community votes at the firehouse as well, it would need to be addressed with the Township. Mr. Frisch would also like to file a petition to become a commissioner at this coming election. Commissioner Martin and Commissioner McGee are available to review the process to file for Commissioner after the meeting.

Chairman Mahler wanted to thank the Chief and firefighters for the holiday decorations outside of the firehouse.

#### **CLOSED SESSION**

Chairman Mahler stated there was a need for a closed session.

Resolution read by Attorney DeSimone for closed session for the purpose of contract negotiations.

**UPON MOTION MADE** by Jason Martin and seconded by Glenn Borsuk, the board went into a closed session for the purpose of contract negotiations.

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

Commissioners McGee and Martin met with Firefighters Patel, Grande and Lt. Volkmann. Commissioner Martin reviewed the background and key points of the negotiations with the board.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Jason Martin, to end the closed session.

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

#### **REOPEN MEETING TO PUBLIC**

Chairman Mahler re-opened the meeting to the public. There was no public present.

**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