

**TOWNSHIP OF MONROE**  
**Board of Fire Commissioners**  
**Fire District No. 2**  
**Minutes of the Agenda and Regular Meetings**  
**Wednesday, February 11, 2009**

The Monroe Township Board of Fire Commissioners of District No. 2 met at the Applegarth Volunteer Engine Company No. 1 Firehouse, Applegarth Road, Monroe Township, New Jersey for an Agenda Meeting.

Chairman Borsuk called the meeting to order with a Salute to the Flag at 7:02 pm. Chairman Borsuk 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 Recording Secretary Val Cier. There was one career firefighter present: Chief Carbin.

There was one volunteer firefighter present: Dave Lesser.

There was one member of the public present: Bill Gardner.

Chairman Borsuk announced that the meeting was being held in accordance with the Open Public Meeting Act, having been published in the newspaper, posted on the bulletin board of the Office of the Township Clerk, and notices sent to those requesting such.

**AGENDA MEETING**

Chairman Borsuk asked if there were any corrections to the minutes. Chairman Reisch had a correction to page 4. Chairman Borsuk had a correction to page 5.

Chairman Borsuk asked the board to review the claims against the board. Commissioner Mahler mentioned that the claim for Alphagraphics is for all the flyers regarding the election. There were many flyers made for the communities.

Commissioner Reisch asked when the board will get reimbursed from the inter-local agreement with Township. Attorney Shaklee believes one payment is tied with the receipt of the bids -  $\frac{1}{4}$  of the payment; believes payment is made when it goes out to bid, and then when the contract is awarded, the board will receive the rest of the money. Attorney Shaklee will look into to confirm.

Chairman Borsuk confirmed that there will be a building committee report. Commissioner Mahler stated that Kevin Boerner, from CMX, will be here tonight.

Chief Carbin stated Bill Gardner from the township will speak to the board regarding changing the health exams from Robert Wood to Princeton Occupational Health.

Chief Carbin also stated the firefighters are being trained as a confined space entry team for the township. Lecture will be done in-house with district 3. There will be two hands on dates. All districts will take training on the two dates, Thursday night and a Saturday. There will be a need to pay overtime for career firefighters. The class is at Middlesex County Fire department.

The district has 3 towers and all the pump houses. Commissioner Reisch asked who mandated this training. Chief Carbin stated the township has district listed as confined space team. This is an emergency response task. EMS takes over outside, will not go into a confined space.

Commissioner Reisch asked why the training isn't funded by the township. Chief Carbin stated any rescue is done by the districts, therefore need the training. Chief Carbin stated he sees this training coming in to use for contractors, not MUA personnel.

Chairman Borsuk stated there will be a closed meeting tonight. Chairman Borsuk stated there will be discussion on cell phones, now that Tom Byrne is no longer Deputy Chief.

**UPON MOTION MADE** by Martin Berkowitz and seconded by Lawrence Reisch, the agenda meeting was adjourned.

**ROLL CALL:** Aye Berkowitz

Aye Borsuk

Aye Mahler

Aye Mitnowsky

Aye Reisch

## REGULAR MEETING

Chairman Borsuk called the regular meeting to order with a Salute to the Flag at 7:31 pm.

Chairman Borsuk asked for a moment of silence for all firefighters who have died in the performance of their duties and our military.

**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 Recording Secretary Val Cier. There was one career firefighter present: Chief Carbin.

There was one volunteer firefighter present: Dave Lesser.

There were three members of the public present: Bill Gardner of Monroe Township, and Kevin Boerner of CMX, and Jason Martin.

Chairman Borsuk announced that the meeting was being held in accordance with the Open Public Meeting Act, having been published in the newspaper, posted on the bulletin board of the Office of the Township Clerk, and notices sent to those requesting such.

## MINUTES

Chairman Borsuk asked for a motion on the Minutes.

**UPON MOTION MADE** by Martin Berkowitz and seconded by Lawrence Reisch, a motion was adopted to approve the minutes of the January 14, 2009 agenda and regular meetings, as amended.

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

## CLAIMS AGAINST THE BOARD

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

**UPON MOTION MADE** by Lawrence Reisch and seconded by Maurice Mahler, claims against the Monroe Township Board of Fire Commissioners of District No. 2 were approved in the amount of \$221,758.71.

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

## TREASURER'S REPORT

Chairman Borsuk asked for the treasurer's report.

Commissioner Reisch reported the following as of February 11, 2009:

Unrestricted funds @ Sovereign	\$387,779.73
Capital Project@ Sovereign	\$1,973,832.76
Restricted funds @ Hudson City	\$450,005.00
Capital Project@ Hudson City	\$2,000,000.00
Cash on hand	\$170.00
Total Balance	\$4,811,787.49

## MISCELLANEOUS

Chairman Borsuk asked Mr. Gardner to present the township health care proposal. Mr. Gardner distributed an information memo regarding the switch from RWJ@Hamilton to Princeton Occupational Health. The convenience is the close proximity (5 minutes) in Cranbury, which will reduce travel time.

Mr. Gardner is looking for approval on the recommendation - no change in service, closer proximity and a slight savings to board. Mr. Gardner stated vaccines must be offered by law. Not mandated that firefighters take vaccines. Mr. Gardner would like to switch the fire department and changes are due in February.

**UPON MOTION MADE** by Maurice Mahler and seconded by Lawrence Reisch, approved the health care switch from RWJ@Hamilton to Princeton Occupational Health.

**ROLL CALL:** Aye Berkowitz

Aye Borsuk

Aye Mahler

Aye Mitnowsky

Aye Reisch

## BUILDING COMMITTEE REPORT

Chairman Borsuk asked for the Building Committee report.

Commissioner Mahler stated the bid opening has been moved to March 17<sup>th</sup>. Commissioner Mahler asked Garden State Solar to put an application in into the state. The board received \$217,825.00 in rebates from NJ clean energy program. It will be paid when the solar is done, there is paperwork and examinations by the state, and a final report from the township for the C.O. Phil from Geogenics was at the building committee meeting, to help on how a solar bid would go out and the type of panels that will be needed on the roof.

Commissioner Mahler stated we are sharing the same piece of land as the senior center. The senior center will be going out to bid and they may receive bids by April. Before the board can do construction, the water runoff system has to be in place before the board can start construction.

Mr. Boerner, of CMX, stated they haven't received the soil erosion permit. CMX has met the technical aspect of the permit, now it's the procedure piece they are waiting on. Since they are tying in to storm sewer system and the sanitary sewer at the senior center, those infrastructure items need to be done prior to firehouse starting construction.

This pushed back the receipt of bids due to the line of approvals, will fall in line better with senior center. Chief Carbin reached out to Freehold Soil supervisor there, to relax the requirement that the senior center must be done first, they are asking it be done concurrently and meeting in the middle, rather than having to wait for the senior center being completed. Attorney Shaklee will double check Freehold Soils jurisdiction, bringing up the sewer, but will wait to see where we get with them. Commissioner Berkowitz asked for clarification, wasn't the issue the water runoff, and they were throwing sanitary in there. Mr. Boerner stated the storm sewer system is the hold up, which is their jurisdiction.

Mr. Boerner is calling Freehold Soil tomorrow. Attorney Shaklee reached out to Peg Shaffer, asking she facilitate a meeting with Wayne Hamilton and Ernie Fiest on this. Mr. Boerner stated the best case scenario is if they approve the work happening concurrently.

Commissioner Mahler reported that there are 20 bidders on the new firehouse to date. Mr. Boerner stated they need the technical approval of DRCC, they want to see the township approval with all the changes. Will need to issue out addendums to contractors based on changes.

Commissioner Mahler reported they hope to go out for bid next month for the solar panels. The board will need to advertise after receipt from Geotech and Attorney review.

Attorney Shaklee read the resolution Authorizing installation of solar panels at firehouse on Halsey Reed Road.

**UPON MOTION MADE** by Martin Berkowitz and seconded by Maurice Mahler, approved the resolution to advertise for sealed bids authorizing the installation of solar panels at firehouse on Halsey Reed Road.

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

8:12pm-Mr. Boerner left the meeting.

Chief Carbin would like to include training for firefighters on solar panels in the bid for solar panels. The Board feels this is a good idea. Commissioner Berkowitz stated with the high voltage system there is a concern. Chief Carbin said if there is a fire with solar panels, what is the best way to handle fire and consequences. Commissioner Mahler will ask Phil of Geogenics and Jim Polis of Middlesex county.

Commissioner Reisch was reading over rebate of \$217,000.00 that district can possibly get from NJ clean energy for 72.93KW. Commissioner Mahler had indicated that the cost may be an additional \$35,000. Commissioner Reisch would like to know why. There is no reason for district to go above 72.93KW.

Chairman Mahler stated the board has to wait for the bids before knowing if there is an additional cost.

Chairman Borsuk stated the bids may come in higher or lower than the \$217,000.00. Commissioner Reisch asked when the board awards the bid, can we get a guarantee that the contractor guarantees they will conform to everything in order for the board to get the \$217,000.00. Attorney Shaklee stated the bid would have to be written in a way so the contractor complies with the clean energy inspection program and applicable fed/state/local inspection.

## **CORRESPONDENCE**

Commissioner Reisch reported that on January 23, 2009, the board transferred funds to Hudson City savings. In Capital projects account, transferred \$2million, and in the general operating account, \$450,005.00.

Commissioner Reisch stated that this was done after working on the project for over 3 months, because the handwriting on the wall was that the interest rate would drop in 2009. By transferring the funds over, the board will at least increase the interest income for the year 2009 by 2 ½ times from the amount of interest the board will be receiving from Sovereign Bank.

Chairman Borsuk and Commissioner Mahler thanked Commissioner Reisch for all his efforts.

## **FIRE PREVENTION BUREAU REPORT**

Chairman Borsuk asked Chief Carbin to review the Monthly Fire Prevention Report as of February 11, 2009. Highlighted items:

- Hudson City - need to list deposit by writing every check on deposit ticket. Chief Carbin will speak to bank manager to see if they can eliminate writing individual checks on the deposit ticket. Commissioner Reisch stated he provided Chief Carbin with bank stampers and had bank print out deposit tickets in triplicate - one for bank, firehouse, and Accountant.
- Six less calls, but more mutual aid and structure fires.
- Commissioner Mahler was concerned about the incident at Concordia clubhouse and finding the correct keys. Commissioner Mahler asked Chief Carbin to call Jack at management.
- Need estimates on 57-1 for brake pads
- 57-3 is going out of service next week for the cylinder
- Cap will be installed tomorrow for new pick-up
- Requested 3 bids for the conversion to be done(lights/graphics), received 2 quotes. One had to be called eight times, had incorrect information, and the other didn't come in. The other quote is for a company they have used in the past. Do they need three bids. Attorney Shaklee said they don't, good faith effort. Estimate is about \$17,000 for conversion and \$11, 000 for radios. Chairman Borsuk stated they meet the amount budgeted.
- Safer grant was denied
- Confined space class-will be scheduling class

- Physicals-will only send 2 at a time so there is coverage in the firehouse
- Mike Wenz asked to attend Arson class in AC. If it is approved, he will swap his day. Before the 15<sup>th</sup> of February, registration is \$400, after the 15<sup>th</sup>, \$450. Class is Forensic Fire Scene Reconstruction, which is putting everything back together for origin and cause. It is a 3 day class.

**UPON MOTION MADE** by Maurice Mahler and seconded by Lawrence Reisch, approved Firefighter Mike Wenz to attend Arson class in Atlantic City with the swap of his day.

**ROLL CALL:** Aye Berkowitz

Aye Borsuk  
Aye Mahler  
Aye Mitnowsky  
Aye Reisch

- Firefighter Nuber strained his shoulder on last tour, and going to the doctor to see if he can return to work.
- Two requests for training at FDIC in Indianapolis: Lt. Volkmann and Firefighter Grande - \$2055 per person for hotel, R/T airfare, and seminar attendance; dates are 4/20-4/25; early bird registration is 3/9.

Commissioner Reisch stated, in view of current contract negotiations, he is not in favor of the training requests. Chairman Borsuk asked how many shifts will they be missing. Chief Carbin stated that information was not provided. Chairman Borsuk asked if this is in training budget. Chief Carbin stated there is \$8500 for the entire year for conferences. Commissioner Mahler stated this would be ½ of the budget amount for the year. What are the other conferences anticipated for the year. Chairman Borsuk stated there is the I-Chief and Fire expo. Chief Carbin stated that they would miss 2 shifts each .

Chairman Borsuk stated if there is a motion in favor, it should include the requirement for swaps to be included. Commissioner Mahler stated that in the midst of contract negotiations, he would defer. Chief Carbin stated that after March 9<sup>th</sup> it goes up \$105 per person; plus transportation - didn't mention meals. It's hands on training.

Commissioner Mahler said if it's in the budget, we should approve it. Commissioner Reisch stated there are two stipulations that the amount provided is the maximum amount and they have to swap shifts.

**UPON MOTION MADE** by Lawrence Reisch and seconded by Maurice Mahler to approve Lt. Volkmann and Firefighter Grande to attend FDIC for maximum amount per person of \$2055.00 and both firefighters are required to get a swap for their shifts.

**ROLL CALL:** Aye Berkowitz

Aye Borsuk  
Aye Mahler  
Aye Mitnowsky  
Aye Reisch

## **APPLEGARTH VOLUNTEER FIRE COMPANY**

Deputy Chief Dave Lesser reported on behalf of the Volunteer Fire Company:

- Volunteers had Installation dinner February 2, 2009
- New probationary member passed her physical
- New Junior member - home schooled student; he has been given specific hours that he is permitted to respond to calls

Commissioner Reisch stated that the board is waiting on \$1250 from the volunteers.

## **MEETING OPEN TO THE BOARD**

Chairman Borsuk opened the meeting to the board.

Chairman Borsuk stated that Tom Byrne is no longer Deputy Chief and he would like the board to release the telephone # to Tom and we would issue a new number to the phone. Would like to give the cell phone to Deputy Chief Dave lesser. Board is okay with having Tom keep the phone number.

Dave Lesser stated the board can either give a certain amount toward his personal phone or use the new district phone. Phone is still charged to fire department, so use the district phone.

Commissioner Berkowitz mentioned that he made a report in Clearbrook and an article will be in their paper regarding the new firehouse.

Commissioner Berkowitz also reported that everything is set for the election. Everyone should be at the firehouse at 1pm. Commissioner Mahler, on 2/21, will be handing out flyers at Stop and Shop advertising election. Chairman Borsuk spoke to the volunteers and will have the sign changed out in front of the firehouse for the election.

## **MEETING OPEN TO THE PUBLIC**

Chairman Borsuk opened the meeting to the public. There were no comments from the public.

## **CLOSED SESSION**

Chairman Borsuk announced the need to hold an executive session. Attorney Shaklee read the Resolution for an Executive Session for the purposes of collective bargaining negotiations.

**UPON MOTION MADE** by Martin Berkowitz and seconded by Maurice Mahler, the board went into executive session for the purpose of collective negotiations.

**ROLL CALL:** Aye Berkowitz

Aye Borsuk

Aye Mahler

Aye Mitnowsky

Aye Reisch

**ADJOURN**

Chairman Borsuk asked for a motion to adjourn.

**UPON MOTION MADE** by Lawrence Reisch and seconded by Martin Berkowitz, the meeting was adjourned.

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

MARTIN BERKOWITZ  
Board Secretary  
GLENN BORSUK  
Chairman

**NOTE:** Appendixes can be obtained upon request from the Board Secretary.  
**PREPARED BY:** Valerie J. Cier