

**TOWNSHIP OF MONROE**  
**Board of Fire Commissioners**  
**Fire District No. 2**  
**Minutes of the Agenda and Regular Meetings**  
**Wednesday, February 8, 2012**

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 7:05 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 was one volunteer/support firefighter present: Ben Vivona  
There were two members of the public present: Dave Shapter and Harold Dower

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 edition of the newspaper, 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. Commissioners Borsuk and Commissioner Reisch had corrections to various pages of the minutes.

Commissioner Reisch had a correction on page 9 regarding the percentage of those that don't vote. The percentages stated last month are not correct.

Chairman Mahler asked the board to review the claims against the board. Chairman Mahler said there was a \$538 deposit in bank for solar last month.

Commissioner Reisch asked if Commissioner Borsuk and the Chief discussed mutual aid and district reimbursement. Commissioner Borsuk stated it's either a FEMA reimbursement or insurance reimbursement the fire departments receive, and in those circumstances, district 2 would do same thing (refer to page 10 of January meeting).

Commissioner Borsuk clarified the electric bill for Applegarth firehouse, mentioned on page 1 of January minutes, was for 2 months.

7:10pm Mark Davis arrived

Chairman Mahler asked chief to ask Charlie DiPierro about diesel rebate. Commissioner Reisch stated the electric bill for Applegarth is \$557.47 and that is one month; some bills came in after last month's meeting. The total for January is two months \$535.87; \$557.47.

Commissioner Berkowitz would like the poll takers checks put in envelopes and put in bag when the election information is distributed.

7:20pm Lt. Volkmann arrived.

Chairman Mahler asked if the board had any correspondence in response to office of county clerk. Commissioner Berkowitz will present in regular meeting.

Chairman Mahler stated there was a problem with district 2 and district 3 ballots in the county clerk's office. District 3 absentee ballots went to dist 2 residents and vice versa. Board of elections was called and it has been rectified. Chairman Mahler alerted Les Barta to notify the county clerk. Mr. Barta brought the disc of voters to the county so they would have a listing. Commissioner Berkowitz didn't hear anything about it. Chairman Mahler had Attorney Shaklee send a letter to the board of elections to make them aware. The board wants to be cautious after last year's election and people trying to vote in wrong location.

Chairman Mahler asked Chief Carbin if the board got an invoice for \$10,585 from Santorini. Chief Carbin stated the board never received an invoice from Santorini. Chairman Mahler stated they still wanted a walk through. Chief Carbin sent an email and pictures of leaks to Brian, clerk of the works. Chief Carbin reported that above the radio room there is standing water. We stopped the cause. The board discussed giving him half of the \$10,000. He said he would extend another 18 months.

Chairman Mahler asked Chief Carbin to send photos of the roof leak and want it taken care of as soon as possible. The board doesn't agree with sending any payment since service is due. Chief Carbin said they haven't received service in past 9 months. Tiles are coming off in bathroom. Initial email went out September, October and January. Santorini was going to have someone come in for leaks and exterior when the weather improves.

Chairman Mahler stated the indoor repairs should be done immediately. Commissioner Reisch asked Chief Carbin to email board accountant to have the check to Santorini held. Chief Carbin will mail registered mail.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Martin Berkowitz, the agenda meeting was adjourned at 7:25pm.

**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 7:34 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 were two career firefighters present: Chief Carbin, Lt. Volkmann  
There were three volunteer firefighters/support present: Ben Vivona, Mark Davis and Dennis Cronin.  
There were two members of the public present: Harold Dower and Dave Shapter

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 edition of newspapers, posted on the bulletin board of the Office of the Township Clerk, and notices sent to those requesting such.

## **MINUTES**

Chairman Mahler asked for a motion on the Minutes.

7:35pm Jason Martin arrived

Commissioner Reisch had a correction on page 9 of January's minutes, regarding the percentage of those that don't vote. The percentages stated last month are not correct, they were too low. In Concordia, there are 100 to 150 votes, out of 3000 people, therefore approximately 95% don't vote. 40-50% are away at that time. In Clearbrook, there are 2625 units, about 3800 residents and about 200 or less to vote, so that's about 6%, so 93% don't vote. Encore has 398 homes, 80 votes or less last year, say 600 residents and 70 votes, 11.6% vote, therefore 88% don't vote.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Martin Berkowitz, a motion was adopted to approve the minutes of the January 11, 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.

Commissioner Reisch read the report:

General Operating Claims Total	\$152,697.24
Capital Project Claims Total	\$0.00
Net Payroll Claims Total	\$64,844.32
Total Claims Against the Board	\$217,541.56

January 12, 2012 - February 8, 2012

**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 \$217,541.56.

**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 February 8, 2012

Hudson City Savings Bank:

Unrestricted Funds	\$522,789.97
Restricted Funds	\$245,989.83
Capital Projects	\$58,054.41
Cash on Hand	\$170.00
Total Balance	\$827,004.41

### **BUILDING REPORT**

Chairman Mahler reported that Chief Carbin will send an email to Santorini and a letter will be sent from Attorney Shaklee regarding outstanding repairs.

### **CORRESPONDENCE**

Chairman Mahler asked for the correspondence to be read. Commissioner Berkowitz read correspondence from the office of the county clerk requesting information on election. Commissioner Berkowitz replied with information requested as of February 7, 2012.

Chairman Mahler stated the county sent incorrect absentee ballots to residents of district 2 and district 3. Attorney Shaklee sent a letter to the county to rectify.

### **FIRE PREVENTION BUREAU REPORT**

Chairman Mahler asked for the Fire Prevention Report.

Chief Carbin the following from fire prevention bureau:

- Mandatory Training
- Smoke detectors test up from last year
- Received fees for 2011 noted-LHU, local fees, smoke detector tests; also noted were presentations (community and school)

- Reviewed incident run log
- Monthly run analysis are up
- Glenn Borsuk top responder for the month

Chairman Mahler asked when the contract will be up with contractor for overhead doors. The EMS bay door - 4<sup>th</sup> time they have been here to repair problems with it. The sub-contractor is not good. Chief Carbin state when the warranty is up, he will get bids. Attorney Shaklee stated that if it's an existing problem, they are obligated to repair it. Chief Carbin stated the bids would be for new issues. Chairman Mahler requested to hold performance bond.

Chief Carbin stated his last email was detailed and he only wants a response that someone is coming, so they have someone at the firehouse. If they arrive when no one is here, they can't get in. Subcontractor is Lombardi doors. On Sunday, the door wouldn't close after an EMS call. Chief Carbin will send Attorney Shaklee copies of the emails and dates sent to Santorini.

Chief Carbin finished the paperwork and met with the FEMA representative.

Chief Carbin also asked the board to make resolution since Mike Gillette is coming off probation and he recommends he come off probation.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Lawrence Reisch, the board approves Firefighter Mike Gillette coming off probation, pursuant to Chief Carbin's recommendation.

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

Chief Carbin stated they received a \$49,000 reimbursement check from the insurance company. A portion of the expenditures are for the Applegarth station. That's about 1/5 of it. Chief Carbin will deposit the check so they can give the volunteers their portion. They must keep running log of expenditures for board accountant.

Chief Carbin reported that the township radio system had a 15 year allocation for radios. In 2012 was the maintenance agreement only which was \$13,000, but may drop down to \$11,000.

In March, they will begin fire prevention inspections. A new additions to district is the old Papel giftware, which is a perfume manufacturing plant. They did a walkthrough and there is about 50,000 gallons of alcohol storage (2 tanks) and totes outside. It could present problems if there are any issues. A benefit is that they ran exhausts throughout the building. There is also a medical arts building that will have hyperbaric chamber with 2 weeks supply of oxygen and nitrogen on an outside storage facility. There is also a food processing plant, called Vegan Time. All prepared meals are made there. It will house multiple commercial woks. They can make 10,000 lbs of pasta at one time. It's the only distributor in the US.

Chief Carbin's last correspondence with Wayne Hamilton on fees owed for insurance was told to follow up after election. They owe the board one third.

Chairman Mahler asked for a status on the truck plaque. Chef Carbin stated they are waiting for Crown Trophy to make a cut out for review.

**MEETING OPEN TO THE BOARD**

Commissioner Berkowitz reviewed the delivery of election material:

- Commissioner Mitnowsky-Encore
- Commissioner Borsuk-Renaissance
- Commissioner Berkowitz-Clearbrook
- Commissioner Reisch-Concordia
- Chairman Mahler-Ponds

Chairman Mahler stated there are large posters in storage for the clubhouses and everyone should meet at the firehouse at 1pm.

Commissioner Reisch stated there should be provision ballots at each location. Commissioner Berkowitz has the provisional ballots and sign in sheet.

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

Chairman Mahler opened the meeting to the public.

Mr. Dower, 226 Gravel Hill road, asked if interchange plaza is in district 2. Chief Carbin stated its in district 3. There is a new hotel going up there.

Chairman Mahler reported there are new plans came in for a adult day care on half acre road.

Mr. Dower asked who mandates the training. Chief Carbin stated it's mandated by the state (OSHA) and Bill Gardner is certified and does all the training for the township. Any other mandatory training will be done by in-house instructors. He has does the training in the township since 1997. Township assigned him to do the training. He does training for churches and board of education too.

Mr. Dower questioned shared roads in letter being sent to the board of elections. Commissioner Berkowitz explained they are streets that border the districts. Mr. Dower stated there are many other shared roads, so the board needs to add other shared roads.

On the list of voters requested in his OPRA, there were people that voted and lived on shared roads. They found out on their tax bill they were in district 3. It's imperative the county knows the shared roads.

Mr. Dower is not blaming board, but they need to be prepared or have a plan. If there is a question for someone on a shared road, there is a need to look at taxpayer list. Chief Carbin stated the only place there will be an issue is at firehouse. The list and Chief will be here to validate. PRC will not have any voter discrepancies.

Chairman Mahler asked Mr. Dower if he knows John Kuterba and Jerry Noonan. Mr. Dower knows them. Chairman Mahler stated that Mr. Konowitz came in to pick up petition papers for Mr. Kuterba and Mr. Noonan, but they weren't running for commissioner. Instead Mr. Dower was given the papers to run for office. Chairman Mahler stated it wasn't honest what Mr. Konowitz did for Mr. Dower, and wanted it known for the principle of the matter.

Ben Vivona called his friends and got correct absentee ballots for district 3. Mr. Vivona did that in Colonia since one sheet has voters the other has addresses.

Lt. Volkmann reported on the township website you can see your tax district to pay your bill

and it will tell them their fire district. It was added in the last two months. Chairman Mahler stated the township hasn't communicated that they made that available to residents. Commissioner Reisch stated it should be put in the quarterly newsletter to pay taxes online and look at fire district.

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

Chairman Mahler asked President Dennis Cronin for a report.

Dennis Cronin mentioned the building lease agreement that was verbally done.

Chairman Mahler stated the board will wait until after the consolidation to meet with the volunteers.

Mark Davis stated the township is looking for the volunteers to have a contract with the board. Why would they want the volunteers to get contract if consolidation is being considered.

Chairman Mahler stated if they ask district 3 to have volunteers, they can use that as an example. Mr. Davis asked why they would they want a contract-what is their motivation to do that. Commissioner Reisch suggested Mr. Davis to ask Wayne Hamilton.

Mr. Cronin reported that the volunteer financial statement for 2011 was handed to Commissioner Reisch. Commissioner Reisch would like the quarterly statement as well. Commissioner Reisch stated their dinner was a great event. Commissioner Reisch would like to know the cost. Mr. Cronin will get back to board on the cost event. Commissioner Berkowitz stated it was a beautiful clubhouse.

Mr. Cronin reported on a volunteer firefighter grant program and wanted to know how the volunteers get help. Chairman Mahler stated Commissioner Borsuk can help with that. The board has a grant writer. This grant may not be worth it though.

Mr. Dower felt there were erroneous accusations that Mr. Dower used his work vehicle to put up signs for the election, and he wanted to clarify that he did not use his work vehicle.

Mr. Vivona asked if a truck goes out for standby, who authorizes. Chief would authorize.

#### **CLOSED SESSION**

Resolution read by Attorney Shaklee for executive session for the purpose of pending for anticipated litigation dealing with possible negotiations and consolidation.

**UPON MOTION MADE** by Lawrence Reisch and seconded by Glenn Borsuk, the board entered into executive session.

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

#### **ADJOURN**

Chairman Mahler asked for a motion to adjourn.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Lawrence Reisch, the meeting was adjourned.

**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: Val Cier