

**TOWNSHIP OF MONROE**  
**Board of Fire Commissioners**  
**Fire District No. 2**  
**Minutes of the Agenda and Regular Meetings**  
**Wednesday, August 14, 2013**

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, Maurice Mahler, and Edward Mitnowsky. Lawrence Reisch & Glenn Borsuk were not present

**ALSO PRESENT:** Board Attorney Richard J. Shaklee, Esquire, and Lindsay Lesser, Substitute Recording Secretary.

There were no career firefighters present.

There were no career volunteer firefighters present.

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 newspapers, and posted on the bulletin board of the Office of the Township Clerk.

**AGENDA MEETING**

Chairman Mahler asked the board to review the July minutes. The following corrections were noted:

Page 2 First sentence should read - Chairman Mahler reported there will not be a closed session tonight.

Page 4 2<sup>nd</sup> paragraph under Correspondence, first sentence should read - Chairman Mahler reported that he received information from Chairman Barta of District 3 that they are working on contracts with the men in the union.

Chairman Mahler asked the board to review the claims against the board. It was noted that the transmission was replaced on 57-1 for \$9,867.69.

Chairman Mahler asked if there was any correspondence. Commissioner Berkowitz had nothing to report.

Chairman Mahler reported he received a request from a women's volunteer group looking to use a room for an ongoing card game. Chairman Mahler passed the information along to the volunteers.

Commissioner Berkowitz asked if the Volunteers have submitted a recent contract to the Commissioners to review. Per Attorney Shaklee, we are waiting to see how things move forward with the township changes but at this time they haven't asked for any changes

recently.

Chairman Mahler indicated that we would need a closed session tonight to discuss contract negotiations.

Chairman Mahler asked Attorney Shaklee to write a letter regarding Les Barta's proposed Chief requirements.

Jeff Dunham arrived at 7:23pm

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

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

## REGULAR MEETING

Chairman Mahler called the regular meeting to order with a Salute to the Flag at 7:33 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, Maurice Mahler, and Edward Mitnowsky. Lawrence Reisch & Glenn Borsuk were not present

**ALSO PRESENT:** Board Attorney Richard J. Shaklee, Esquire, and Lindsay Lesser, Substitute Recording Secretary.

There were no career firefighters present.

There was one volunteer firefighter present: Jeff Dunham.

There were no members of the public present.

**UPON ROLL CALL** made by Commissioner Martin Berkowitz, the following members of the

Chairman Mahler announced that the meeting was being held in accordance with the Open Public Meeting Act, having been published in the newspapers, and posted on the bulletin board of the Office of the Township Clerk.

## MINUTES

Chairman Mahler asked for a motion on the Minutes.

**UPON MOTION MADE** by Ed Mitnowsky and seconded by Martin Berkowitz, a motion was adopted to approve the minutes of the July 10, 2013 agenda and regular meetings, as amended.

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

## 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 | \$218,867.12  |
| Capital Project Claims Total   | \$0.00        |
| Net Payroll Claims Total       | \$101,499.22  |
| Total Claims Against the Board | \$320,366.34* |

\*Check #23461 in the amount of \$91.67 is being voided due to incorrect duplication.

July 11, 2013 - August 14, 2013

**UPON MOTION MADE** by Ed Mitnowsky and seconded by Martin Berkowitz, claims against the Monroe Township Board of Fire Commissioners of District No. 2 were approved in the amount of \$320,366.34.

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

### **TREASURER'S REPORT**

Chairman Mahler asked for the treasurer's report.

Commissioner Berkowitz reported the following as of August 14, 2013

Hudson City Savings Bank:

|                    |              |
|--------------------|--------------|
| Undesignated Funds | \$681,078.32 |
| Designated Funds   | \$228,789.33 |
| Total Funds        | \$909,867.65 |

### **CORRESPONDENCE**

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

Chairman Mahler requested that Attorney Shaklee write to Les Barta regarding the hiring of Chief requirements. Included in this letter should be the requirements that were approved by District 1,2 and 3 and also a copy of the requirements that Les Barta submitted which are vastly different than what was approved. This letter should request that Mr. Barta show our approved requirements to their attorney and if there are any additional changes, to please let us know.

### **FIRE PREVENTION BUREAU REPORT**

Chairman Mahler stated the Fire Prevention Report will be attached to the minutes.

### **APPLEGARTH VOLUNTEER FIRE COMPANY**

President Jeff Dunham stated he had nothing to report for the volunteers other than the air compressor and generator was repaired.

### **MEETING OPEN TO THE BOARD**

**UPON MOTION MADE** by Maurice Mahler and seconded by Martin Berkowitz, to purchase a new Smartphone for Chairman Mahler. The cost will be approximately \$600.

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

**UPON MOTION MADE** by Ed Mitnowsky and seconded by Martin Berkowitz, to purchase a new red Commissioner jackets for Commissioners Berkowitz and Mitnowsky and Chairman Mahler.

**ROLL CALL:** Aye Berkowitz

Aye Mahler  
Aye Mitnowsky

**MEETING OPEN TO THE PUBLIC**

No comments were made by the public.

**CLOSED SESSION**

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

**ADJOURN**

Chairman Mahler asked for a motion to adjourn.

**UPON MOTION MADE** by Martin Berkowitz and seconded by Ed Mitnowsky, the meeting was adjourned.

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

EDWARD MITNOWSKY  
Board Secretary  
MAURICE MAHLER  
Chairman

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

PREPARED BY: Lindsay Lesser