



# MONROE TOWNSHIP BOARD OF FIRE COMMISSIONERS DISTRICT 2

10 HALSEY REED ROAD MONROE TOWNSHIP NJ 08831

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JASON MARTIN, CHAIRMAN | GLENN BORSUK, VICE CHAIRMAN | ROBERT MCGEE, SECRETARY

MICHAEL FRISCH, TREASURER | ALAN TANNENBAUM, DEPUTY SECRETARY/TREASURER

## Minutes of the Regular Meeting Wednesday, October 9, 2024

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 the Regular Meeting.

Chairman Martin called the meeting to order with a Salute to the Flag at 7:00 pm. Chairman Martin asked for a moment of silence for all firefighters, EMS, police, and military, who have died in the performance of their duties.

**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: Michael Frisch, Jason Martin, Alan Tannenbaum, Robert McGee, and Glenn Borsuk.

**ALSO PRESENT:** Board Attorney Richard Shaklee, Esquire and Lindsay Lesser, Recording Secretary.  
Career firefighters present: Chief Scott Volkmann  
Volunteer department members present: None  
Members of the public present: None

Chairman Martin 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, Fire District #2 website @[www.station57.org](http://www.station57.org), and notices sent to those requesting such.

### **REGULAR MEETING**

#### **MINUTES**

Chairman Martin asked for a review of the September 11, 2024 meeting minutes.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Alan Tannenbaum, to adopt the minutes of the regular meeting as amended.

**ROLL CALL:** Aye Frisch  
Aye Tannenbaum  
Aye Martin  
Aye Borsuk  
Aye McGee

#### **CLAIMS AGAINST THE BOARD & TREASURERS REPORT**

Chairman Martin asked the board to review the claims against the board and for the treasurer's report.

Commissioner Tannenbaum read the report:  
General Operating Claims Total      \$181,908.03

Regular Meeting  
October 9, 2024

Net Payroll Claims Total	\$118,107.78
Total Claims Against the Board	\$300,015.81
Period ending October 11, 2024	

Amboy Bank:

Undesignated Funds	\$2,729,896.44
Petty Cash	\$200.00
Designated Funds	\$198,789.33
Total Balance	\$2,928,885.77

**UPON MOTION MADE** by Glenn Borsuk and seconded by Robert McGee, claims against the Monroe Township Board of Fire Commissioners of District No. 2 were approved in the amount of \$300,015.81

**ROLL CALL:** Aye Frisch  
Aye Tannenbaum  
Aye Martin  
Aye Borsuk  
Aye McGee

**OLD BUSINESS**

Chairman Martin asked if there is any old business that needed to be discussed, there was none.

**FIRE PREVENTION BUREAU REPORT**

Chairman Martin asked for the Fire Prevention Report. Chief Volkmann electronically submitted the calls of interest and fire prevention breakdown and reported on the following:

- Smoke certifications are ahead from last year at the same time
- Training
  - Live burn with District 3 at Middlesex Fire Academy
  - All shifts have been trained on new air packs
    - Four people were certified as “Train the Trainers”
  - Fit testing has begun. Additional larger size masks are needed
  - Volunteers have been working on car extraction and hose packing
- For the first time in four years, the department went back into Applegarth and Oak Tree schools for fire prevention with the students. Firefighter Chancy did an amazing job putting the entire event together. A thank you letter was received from Dawn Graziano, Applegarth School Principal.
- Chief Volkmann will be in training this week at Middlesex County Academy

**COORESPONDENCE**

Chairman Martin asked if there is any correspondence. County Fire Marshal sent an email asking career chiefs to participate in a task force to assist with research on Senior Fall Prevention. Chief Volkmann agreed to participate.

**NEW BUSINESS**

Chairman Martin asked if there is any new business.

Commissioner McGee discussed that the cement repairs are still not completed and he has not heard back from the township engineer yet. He has concerns that the weather is getting cooler and that the repairs need to be done prior to winter. Chief Volkmann noted that the contractor hasn't been paid yet.

Commissioner McGee also noted that the light over one of the bays is out. The correct size has been ordered.

Commissioner McGee spoke with Chief Volkmann about an exterior door on the EMS side is not installed correctly and water is coming in and damaging the floor. In addition, there is an issue due to a gap underneath the flooring and water flowing under the threshold. Both issues need to be remediated.

**Truck Update:**

Chairman Martin received correspondence with both the county Board of Elections and state DCA to get a full understanding on the process that needs to be followed to purchase the tower ladder. The current estimate is \$2.5M.

A Special Meeting needs to be held to discuss the following:

- If no financing is needed, then capital can be used.
  - Capital will be invested and earn between \$150K – \$300K in the three years it will take for the truck to be built.
  - In addition, each year (2024, 2025 & 2026) an estimated \$400K of budget surplus would be accrued totaling \$1.2M.
  - Between those two actions, between \$1.2M - \$1.5M of the \$2.5M would be replenished.
- If financing is needed, then it would require an election, resolution, posting and local financing board approval.
  - 5-year lease/purchase would cost \$640K/year = \$700K of interest paid in total
  - 10-year lease/purchase would cost \$366K/year = \$1.2M of interest paid in total

**UPON MOTION MADE** by Glenn Borsuk and seconded by Michael Frisch, to hold a special meeting on November 13, 2024 between 6pm – 9pm for regarding the purchase an aerial apparatus.

**ROLL CALL:** Aye Frisch  
Aye Tannenbaum  
Aye Martin  
Aye Borsuk  
Aye McGee

**APPLEGARTH VOLUNTEER FIRE COMPANY**

Chairman Martin asked if there was anything to report from the volunteers. No Volunteer members were in attendance.

**MEETING OPEN TO THE PUBLIC**

Chairman Martin opened the meeting to the public. No members of the public were in attendance.

**CLOSED SESSION**

Chairman Martin stated there will not be an executive session tonight.

**ADJOURN**

**UPON MOTION MADE** by Jason Martin and seconded by Michael Frisch, the meeting was adjourned.

Regular Meeting  
October 9, 2024

**ROLL CALL:** Aye Frisch  
Aye Tannenbaum  
Aye Martin  
Aye Borsuk  
Aye McGee

ROBERT McGEE  
Board Secretary  
JASON MARTIN  
Chairman

**NOTE: Appendixes can be obtained upon request from the Board Secretary.**  
PREPARED BY: Lindsay Lesser