



MONROE TOWNSHIP BOARD OF FIRE COMMISSIONERS DISTRICT 2

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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 Meetings Wednesday, December 14, 2022

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.

Vice Chairman Borsuk called the meeting to order with a Salute to the Flag at 7:00 pm. Vice Chairman Borsuk asked for a moment of silence for all firefighters, EMS, police and military, who have died in the performance of their duties, and the recent passing of former Commissioner Ed Mitnowsky.

UPON ROLL CALL made by Commissioner Robert McGee, the following members of the Monroe Township Board of Fire Commissioners of District No. 2 were present: Glenn Borsuk, Michael Frisch, Robert McGee and Alan Tannenbaum. Chairman Martin was not present.

ALSO PRESENT: Board Attorney Richard Shaklee, Esquire, and Val Cier, Recording Secretary.

There was one career firefighter present: Chief Volkmann.

There was one volunteer firefighter present. Jennifer Awad.

There were no members of the public present.

Vice Chairman Borsuk 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, and notices sent to those requesting such.

INTRODUCTION AND APPROVAL of 2023 FD BUDGET

The board and those present reviewed the 2023 budget.

Vice Chairman Borsuk stated the budget had a 4 tenths of a cent increase. Significant changes are the capital expense for the tanker was in the 2022 budget. Improvements to the firehouse and service technician line item was moved into repairs and maintenance/equipment operation in the 2023 budget

Vice Chairman Borsuk read the 2023 Fire District Budget Resolution for the total budget of \$5,523,575.00, with the total amount to be raised by taxation of \$5,192,875.00. There will be a public meeting on January 11, 2022 to adopt the 2023 Budget.

UPON MOTION MADE by Robert McGee and seconded by Alan Tannenbaum, to adopt the 2023 Fire District Budget Resolution for the total budget of \$5,523,575.00, with the total amount to be raised by taxation of \$5,192,875.00, as read.

ROLL CALL: Aye Borsuk
Aye Frisch
Aye Martin

Aye McGee
Aye Tannenbaum

MINUTES

Vice Chairman Borsuk asked for a review of the November 9, 2022 minutes.

UPON MOTION MADE by Mike Frisch and seconded by Alan Tannenbaum, to adopt the minutes of the regular meeting.

ROLL CALL: Aye Borsuk
Aye Frisch
Aye McGee
Aye Tannenbaum

CLAIMS AGAINST THE BOARD & TREASURERS REPORT

Vice Chairman Borsuk 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	\$226,425.20
Net Payroll Claims Total	\$168,807.38
Total Claims Against the Board	\$395,232.58
Period ending December 14, 2022	

Amboy Bank:

Undesignated Funds	\$2,174,768.43
Petty Cash	\$170.00
Designated Funds	\$198,789.33
Total Balance	\$2,373,727.76

Notable event: Pending 4th quarter Township payment

Commissioner Borsuk questioned a double payment to Custom Bandag Inc. for the same amount in the claims. Chief Volkman pulled the requisitions. There was only one check cut. Therefore claims will be reduced by \$6211.52, bringing claims to \$389,021.06

UPON MOTION MADE by Robert McGee and seconded by Alan Tannenbaum, claims against the Monroe Township Board of Fire Commissioners of District No. 2 were approved in the amount of \$389,021.06.

ROLL CALL: Aye Borsuk
Aye Frisch
Aye McGee
Aye Tannenbaum

OLD BUSINESS

Vice Chairman Borsuk asked for a motion, upon second reading of the Resolution Appointing Joshua Chancy, badge #230, as a probationary firefighter, effective November 18, 2022.

UPON MOTION MADE by Alan Tannenbaum and seconded by Mike Frisch, approved the second reading of the resolution appointing Joshua Chancy, badge #230, as a probationary firefighter effective November 18, 2022.

ROLL CALL: Aye Borsuk
Aye Frisch
Aye McGee
Aye Tannenbaum

NEW BUSINESS

Vice Chairman Borsuk read the Resolution certifying the audit report review for 2021.

UPON MOTION MADE by Robert McGee and seconded by Alan Tannenbaum, approved the resolution certifying the audit report review for 2021.

ROLL CALL: Aye Borsuk
Aye Frisch
Aye McGee
Aye Tannenbaum

UPON MOTION MADE by Glenn Borsuk and seconded by Robert McGee to authorize the chairman to enter an agreement with Phoenix Advisors for bond related issues, pending council review.

ROLL CALL: Aye Borsuk
Aye Frisch
Aye McGee
Aye Tannenbaum

Vice Chairman Borsuk stated Ed Mitnowshky's son would like representation from the Fire Department since he was a former Commissioner of the board, such as a truck at the funeral. Will take place at Woodbridge Memorial on Rt. 1. District #2 can provide apparatus at the cemetery. Chief Volkmann and another firefighter will attend the Service at 11am. Will send a truck and the chief's vehicle.

FIRE PREVENTION BUREAU REPORT

Vice Chairman Borsuk asked for the Fire Prevention report.

Chief Volkmann reported on the following:

- Smoke detector inspections are up to date
- Reviewed incident run log

Chief Volkmann had an informal meeting with the Chief of East Windsor District 2. They would like to meet again with their officers and Commissioner Borsuk. They are aware of the issue, and aware of our district's concerns. Will meet with Cranbury Fire Department after the holidays.

Chief Volkmann stated the garage doors are now up to code. The tube on the bottom should sense if a vehicle is there to return and not close down. Chief got a quote for an electric replacement, about \$900/door, and all 8 doors need the repair. Chairman Martin also asked for a red/green light on doors for drivers to see (\$8700).

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Board is in agreement to install the safety strips, but not all are in agreement for the red/green light. Attorney Shaklee stated there should be additional quotes. Chief Volkmann will get additional quotes for the safety strips.

Commissioner Borsuk, Tannenbaum is not in favor of the red/green light. Commissioner McGee suggested it may be worth getting a grant.

APPLEGARTH VOLUNTEER FIRE COMPANY

Vice Chairman Borsuk asked if there was anything to report from the volunteers.

Assistant Chief Jen Awad asked if there was an update on the headlights. Chief Volkmann brought the truck to Campbell to get quotes. Commissioner Borsuk also mentioned the camera, struts and one of the steps has a spring missing.

Chief Volkmann mentioned all 4 trucks were pump tested yesterday. 572 passed the pump test, but failed the vacuum test. It will work as a reserve test. In addition, the aerial and ground ladder tests were completed and passed.

MEETING OPEN TO THE PUBLIC

Vice Chairman Borsuk asked if there was anything from the public. The public had nothing to comment.

CLOSED SESSION

Vice Chairman Borsuk advised there was no need for an Executive session.

ADJOURN

Vice Chairman Borsuk asked for a motion to adjourn.

UPON MOTION MADE by Alan Tannenbaum and seconded by Robert McGee, the meeting was adjourned.

ROLL CALL: Aye Borsuk
Aye Frisch
Aye McGee
Aye Tannenbaum

ROBERT MCGEE
Board Secretary
GLENN BORSUK
Vice Chairman

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

PREPARED BY: Val Cier