**TOWNSHIP OF MONROE**

**Board of Fire Commissioners**

**Fire District No. 2**

**Minutes of the Regular Meeting**

## Wednesday, April 10, 2019

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, including Chris Slutman, killed in Afghanistan and 15 year vet of NYC FD.

**UPON ROLL CALL** made by Chairman Martin, the following members of the Monroe Township Board of Fire Commissioners of District No. 2 were present: Glenn Borsuk, Michael Frisch, Jason Martin, Robert McGee and Alan Tannenbaum..

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

There was one career firefighter present: Chief Carbin.

There was one member of the public present: Joe Haff, Commissioner of FD#3

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

**MEETING OPEN TO THE BOARD**

Chairman Martin wrote a letter to Joe Pruiti, who sent the bill from the County, regarding the charges from the county to our fire district during the election. He then sent it to Patrick Gallagher, Office of Financial Administration, who spoke to Chairman Martin to discuss the charges. Chairman Martin explained to him they are requesting the board to pay tax dollars for a bill with no details to explain the charges. Attorney Shaklee stated there is nothing specific on what the county can charge the fire district, but the statute is something they can use to substantiate that they can charge.

Mr. Gallagher sent email with some details - printing service costs, postage out, return postage. Commissioner Haff from District 3 also wrote a letter to the county and they have very similar discrepancies in the billing and plan to dispute the charges.

Commissioner Frisch suggested going to Dan Frankel, Commissioner of Elections, to discuss this.

Chairman Martin stated the board should not pay the bill until the county provides a detailed explanation of the charges. The board would like to move the fire district election to November.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Mike Frisch, to authorize the Board Chairman to send a letter to Middlesex County Commissioner of Elections regarding the election billing.

**ROLL CALL**: Aye Borsuk

Aye Frisch

 Aye Martin

 Aye McGee

 Aye Tannenbaum

**RESOLUTIONS ON A SECOND READING**

Chairman Martin read the second reading of the following Resolutions, by title only:

* Resolution Establishing Compensation for members of the Board
* Resolution Establishing Compensation for Board Attorney
* Resolution Establishing Compensation for Board Accountant/Auditor
* Resolution Establishing Compensation for Recording Secretary

**UPON MOTION MADE** by Mike Frisch and seconded by Glenn Borsuk, to adopt the four Resolutions, by title only.

**ROLL CALL**: Aye Borsuk

Aye Frisch

 Aye Martin

 Aye McGee

 Aye Tannenbaum

**MINUTES**

Chairman Martin asked for a review of the March 13, 2019 minutes.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Robert McGee Frisch, to adopt the minutes of the reorganization and regular meeting of March 13, 2019.

**ROLL CALL**: Aye Borsuk

Aye Frisch

 Aye Martin

Aye McGee

 Aye Tannenbaum

**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 Frisch read the report:

General Operating Claims Total $561,399.03

Net Payroll Claims Total $ 92,034.68

Total Claims Against the Board $ 653,433.71

Period ending April 10, 2019

M&T Bank:

Undesignated Funds $1,640,065.03

Designated Funds $ 198,789.33

Total Balance $1,838,854.36

**UPON MOTION MADE** by Robert McGee Borsuk and seconded by Alan Tannenbaum, claims against the Monroe Township Board of Fire Commissioners of District No. 2 were approved in the amount of $653,433.71.

**ROLL CALL**: Aye Borsuk

Aye Frisch

 Aye Martin

Aye McGee

Aye Tannenbaum

**CORRESPONDENCE**

Chairman Martin stated there was no correspondence to be read.

### APPLEGARTH VOLUNTEER FIRE COMPANY

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

Commissioner Borsuk reported:

* 3 firefighters at Monmouth fire academy
* Successful pancake breakfast by the Ladies Auxiliary
* Hosting meatless pasta dinner this Friday, 530-830pm

**FIRE PREVENTION BUREAU REPORT**

Chairman Martin asked for a report from Fire Prevention.

Chief Carbin reported:

* Financial disclosure paperwork must be done by commissioners immediately. Paperwork is in the commissioner mailboxes.
* Forceful entry system drills conducted
* 20 Inspections were completed
* Incident run log
* New command vehicle is ordered
* April 25th - take your kid to work day, will attend at Cranbury barracks State Police location
* In May, they will have live burn training
* Probationary Firefighter Slain received award from Town Council.

Commissioner Borsuk asked the Chief if there will be air conditioning in the engine soon, and rescue training is still needed. Chief will follow up on both items.

**MEETING OPEN TO THE PUBLIC**

Chairman Martin opened the meeting to the public.

Mr. Haff stated their district is not open to changing the Fire District election to November. Chairman Martin respects their decision, and this board will have to be clear on how they word any letters for FD#2 changing.

Chairman Martin stated the new account is open at Amboy Bank, need commissioner signatures.

Chairman Martin also reported that the internet and phone system is 10 years old and outdated. There is no wifi in the training room. The infrastructure exists, but the board needs to look at new options, something we can service internally, or something cloud based. FIOS is not an option, so service must remain with Comcast. We need an internet and phone solution. Chairman Martin will start getting quotes for the next meeting. Commissioner McGee and Frisch have some names to reach out to for more information.

**MEETING RE-OPENED TO THE BOARD**

Chairman Martin asked Attorney Shaklee to provide information on moving the fire district election from February to General Election in November.

Attorney Shaklee stated that after moving the annual fire district election date, it cannot be changed back. Chairman Martin stated that the absentee ballot voting is not a good solution due to lack of education on the budget. Moving to November will protect the budget. Attorney Shaklee will review this further on behalf of the board.

**CLOSED SESSION**

Chairman Martin stated there was no need to have an executive session.

 **ADJOURN**

Chairman Martin asked for a motion to adjourn.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Mike Frisch, the meeting was adjourned.

**ROLL CALL**: Aye Borsuk

Aye Frisch

 Aye Martin

Aye McGee

 Aye Tannenbaum

ROBERT McGEE

Board Secretary

JASON MARTIN

 Chairman

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

PREPARED BY: Val Cier