



# 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 Meeting Wednesday, November 11, 2020

Chairman Martin called the meeting to order with a Salute to the Flag at 7:02 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, and those the Chairman read by name.

**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 Lindsay Lesser, Substitute Recording Secretary.

The following career firefighters were present: Chief Carbin & J. Grande

There was one volunteer firefighter present: J. Awad

The following members of the public were present: T. Hassall, D. Grande & J. Grande

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.

### MINUTES

Chairman Martin asked for a review of the October 14, 2020 minutes.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Michael Frisch, to adopt the minutes of the regular meeting of October 14, 2020.

**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      \$ 194,186.75

Net Payroll Claims Total              \$ 95,704.96

Total Claims against the Board      \$ 289,891.71

Period ending November 13, 2020

Regular Meeting  
November 11, 2020

Undesignated Funds

Amboy	\$1,719,362.42
Petty Cash	\$170.00

Designated Funds

Amboy	\$198,789.33
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Total Funds	\$1,918,321.75
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**UPON MOTION MADE** by Glen 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 \$289,891.71.

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

**CHIEF'S REPORT**

Chairman Martin asked for a report from Fire Prevention.

Chief Carbin reported:

- Accumulation of hours for career staff
- EMS training
- Fire Prevention Bureau Report:
  - Inspection & YTD are down due to COVID, however will be increasing to two times a week beginning this week
- Reviewed Incident Run log ~131 calls
- Event totals
- Apparatus use for the month
- Patio paver project to begin this coming Friday
- Physicals are scheduled and are currently in progress
  - Volunteers are scheduled for next Thursday at 6pm
- Chief will scheduled the DMV appointment to transfer title from Oshkosh to Station 57
- Budget:
  - State hasn't published the 2021 budgets yet
  - Preliminary funding requests have been extracted based on last year's numbers
- Last time the state was shut down, when homes were sold, an affidavit was utilized for closing whereas the homeowners certified their own information. This took the burden of responsibility away from the fire department should there be any issues. Per Chief Carbin, other departments have run into issues when the fire department signed off and after closing there were issues.
  - Specific language will be needed to relieve our firehouse of any risk. Board Attorney Shaklee will look into the legality of what needs to be done and documented.
- Ladder testing to be done on November 20, 23 (tower) and 30 (ground ladders)
- Hose testing to be done December 4<sup>th</sup>
- Technician Walsh has left for State Police Academy
- Volunteer training to be done on November 19 conducted by Bill Gartner – Chief to confirm time
- March 2021 a new entrance exam will be held for the next spot to be opened due to retirement. A new list will be established
- January 1 will be a shift change for officers and crew
- Chief Carbin may be attending a deposition on November 30 or December 1

Regular Meeting  
November 11, 2020

Chairman Martin read a resolution to certify and file the annual audit report.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Michael Frisch, adopt the resolution

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

7:30pm all firefighters and EMT staff onsite were invited into the meeting.

Chief Carbin asked for a resolution for promotion for Firefighter James Grande now that the Lieutenant process is complete.

Chairman Martin read a resolution for promotion for Firefighter James Grande to Lieutenant.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Robert McGee, to adopt the resolution to promote Firefighter James Grande to the position of Lieutenant.

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

#### **SWEARING IN**

Chief Carbin announced the swearing in of Firefighter James Grande to the position of Lieutenant. Board Attorney Shaklee swore in Lieutenant Grande.

#### **VOLUNTEER FIRE COMPANY REPORT**

Chairman Martin asked if the Volunteers had anything to report. Jennifer Awad stated there is nothing to report.

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

Chairman Martin asked if the public comments. The public had not comments

#### **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: [Lindsay Lesser](#)