



**MONROE TOWNSHIP BOARD OF FIRE  
COMMISSIONERS  
DISTRICT 2**

10 HALSEY REED ROAD MONROE TOWNSHIP NJ 08831  
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STATION57.ORG

JASON MARTIN, CHAIRMAN | GLENN BORSUK, VICE CHAIRMAN | ROBERT MCGEE, SECRETARY  
MICHAEL FRISCH, TREASURER | ALAN TANNENBAUM, DEPUTY SECRETARY/TREASURER

**Minutes of the Regular Meeting  
Wednesday, February 14, 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: Glenn Borsuk, Michael Frisch, Jason Martin, Robert McGee and Alan Tannenbaum.

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

There was one career firefighters present: Chief Volkman

There were no members of the volunteer department present.

There were no members of the public present.

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.

**MINUTES**

Chairman Martin asked for a review of the January 17, 2024.

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

**ROLL CALL:** Aye Borsuk  
Aye Frisch  
Aye McGee  
Aye Martin  
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	\$249,626.86
Net Payroll Claims Total	\$99,471.85
Total Claims Against the Board	\$349,098.71

Period ending February 16, 2024

**Amboy Bank:**

Undesignated Funds	\$2,513,536.02
Petty Cash	\$170.00
Designated Funds	\$198,789.33
Total Balance	\$2,712,495.35

**UPON MOTION MADE** by Robert McGee and seconded by Glenn Borsuk, claims against the Monroe Township Board of Fire Commissioners of District No. 2 were approved in the amount of \$349,098.71

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

Chairman Martin read the resolution for Budget Transfers whereas the excess budget lines are Legal and Professional Fees \$8,000 and Payroll Taxes \$38,000 for a total excess amount of \$46,000. The insufficient budget lines are Election Expenses \$1,000, Insurance \$7,000 and Health Insurance \$38,000 for a total insufficient amount of \$46,000.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Alan Tannenbaum, to approve the budget transfers in the total amount of \$46,000.

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

**OLD BUSINESS**

Chairman Martin asked if any old business to report. The board had nothing to report.

**NEW BUSINESS**

Chairman Martin asked if there was any new business to report.

Chairman Martin announced that the fire board election will take place on Saturday, February 17, 2024 from at 2pm to 9pm. Commissioner Tannenbaum is running unopposed.

Regular Meeting  
February 14, 2024

The lighting project is on track and should take between four and six weeks to complete and is targeted to be done by end of February or beginning of March. Commissioner Martin completed all the online requirements for the finance of the lighting.

The boiler replacement project is running behind schedule and should begin in April.

The check was received for the gear grant.

Commissioner Frisch asked when the website would be updated with all the firefighters in uniform. Chief Volkmann confirmed that all firefighters have received their uniforms and are ready for pictures to be taken.

Commissioner McGee met with the Stonebridge group and has additional details on the project they are working on. The Stonebridge group is looking to create the journal and host a dinner in honor of the fire department. No money will be donated to the fire department.

### **FIRE PREVENTION BUREAU REPORT**

Chairman Martin asked for the Fire Prevention Report.

Chief Volkmann reported on the following:

- Run log and fire prevention materials previously distributed to Commissioners.
- LHU registration billing and collection has begun. Funds will go to the State of NJ and a portion of the fees will be sent to the fire department quarterly.
- Training
- EMT Core Classes will be held in house.
- Met with the volunteers to establish guidelines and truck checks.
- A Concordia resident contacted the Chief for a tour of the fire house. The resident will record the tour and broadcast on the Concordia TV channel. Scheduled to meet with the Concordia resident on March 4<sup>th</sup> and record on March 5<sup>th</sup>.
- Currently eight applications have been received of which two have been disqualified. The application due date is the end of February.

### **APPLEGARTH VOLUNTEER FIRE COMPANY**

Chairman Martin asked if there was anything to report from the volunteers. There was nothing to report.

### **CORRESPONDENCE**

Chairman Martin asked if the board had any correspondence to discuss. There was not any correspondence received.

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

Chairman Martin opened the meeting to the public. There were no members of the public present.

### **CLOSED SESSION**

Chairman Martin stated there was no need for an executive session.

### **ADJOURN**

Regular Meeting  
February 14, 2024

**UPON MOTION MADE** by Jason Martin and seconded by Glenn Borsuk, 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