

**TOWNSHIP OF MONROE**  
**Board of Fire Commissioners**  
**Fire District No. 2**  
**Minutes of the Regular Meeting**  
**Wednesday, August 14, 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 7:02 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

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

**ALSO PRESENT:** Attorney Rich Shaklee, Esquire and Lindsay Lesser, Substitute Recording Secretary.

There was one career firefighter present: Chief Carbin

There was one members of the public present: Paul Onish

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 July 10, 2019 minutes. The following corrections were noted:

- Correspondence – The correct spelling of the mayor’s last name is Tamburro
- Fire Prevention Bureau Report, 10<sup>th</sup> bullet should read “Chief will be switching to the new style, black turnout gear for the volunteers. The Firefighters names will be attached via Velcro so they can be changed out.”
- Adjourn – Upon roll call the following commissioners also replied “Aye” – Commissioner Frisch & Commissioner McGee

**UPON MOTION MADE** by Glenn Borsuk and seconded by Jason Martin, to adopt the minutes of the regular meeting of July 10, 2019 as corrected.

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

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## CLAIMS AGAINST THE BOARD & TREASURERS REPORT

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

Chairman Frisch read the report:

General Operating Claims Total	\$301,608.02
Net Payroll Claims Total	\$147,098.31
Total Claims Against the Board	\$448,706.33
Period ending August 14, 2019	

### M&T Bank:

Undesignated Funds	
M&T Bank	\$395,228.75
Designated Funds	\$879,209.05
Petty Cash	\$370.00
Designated Funds	
M&T Bank	\$198,789.33
Total Funds	\$1,473,597.13

Note – Paid 3<sup>rd</sup> Qtr. Hydrant Fee of \$60,632.50 and insurance bill of \$35,796.00

**UPON MOTION MADE** by Glenn 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 \$1,473,597.13.

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

## CORRESPONDENCE

Arbitress Rebate Compliance is being contracted by Phoenix Advisor, who provides the annually disclosures for bonds. This correspondence will be given to Danny for review.

## FIRE PREVENTION BUREAU REPORT

Chairman Martin asked for a report from Fire Prevention.

Chief Carbin reported:

- Hours accumulation
- Training
- Fire Prevention Deposit
- Inspections for the month and for the year
- Fire Prevention Totals

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- Incident run log
- New command vehicle is scheduled to be delivered this week
  - For the vehicle customization, one bid was received out of three applications that were given out
  - Bid may not be compliant due to an unacceptable check being submitted – check must be either a Bid Bond or a Cashiers Check
  - Attorney Shaklee will confirm if the bid is acceptable or if it will need to go out to bid again

A resolution was made to authorize the re-bidding of the vehicle customization contingent on confirmation that this bid is non-compliant.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Michael Frisch, a motion was made to authorize a re-bid of the vehicle customization due to the non-compliance of the first bid.

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

- Vehicle updates
- Attended National Night Out
- Open House for Fire Prevention Month will be held on October 6<sup>th</sup>
- October Commissioners meeting scheduled for October 3<sup>rd</sup> will be moved to Wednesday, October 16<sup>th</sup>
- October 12<sup>th</sup> Station 23 will be holding a training session at our firehouse
- Promotional exam:
  - Station 23 would like to hold a combined promotional exam
    - Chief Carbin is in agreement that the written test can be combined
    - Station 23 is planning on having a written test only; however Chief Carbin will be holding a training test and an interview portion as well
  - Chief Carbin would like to host the test in April 2020. The test would need to be held on two separate days to accommodate the firefighters on shift during the first test, unless there are four or five firefighters opting not to take the test that can substitute the day of the test
  - Station 23 has four lieutenants retiring in the next four years

### **APPLEGARTH VOLUNTEER FIRE COMPANY**

Commissioner Borsuk mentioned the one firefighter is enrolled for Firefighter 1 this fall at Monmouth Fire Academy.

Commissioner Tannenbaum inquired as to why the volunteers have not created a schedule to ensure there is enough coverage for responding beginning at 6pm each evening. Commissioner Borsuk responded that it is not possible as every volunteer would be on call all the time, in addition, it would be near impossible to manage that schedule. Commissioner Tannenbaum and Commissioner Frisch are concerned that on a 12:30am call on a Saturday morning, we needed another towns volunteer company to respond. Commissioner Borsuk explained that last month, during that specific call, three or four of our volunteers were out of town on vacation. In addition, since they are volunteers, family obligation always come first and we cannot dictate when they go on vacation. Commissioner Borsuk

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invited Commissioner Tannenbaum and Commissioner Frisch to attend the next Volunteer meeting on August 26<sup>th</sup> to address the volunteers directly. Commissioner Borsuk stated he would step out of the meeting as not to create a forum. Chairman Martin reminded the commissioners that they can and should be communicating and working together throughout the month and that they do not have to wait until the monthly meeting to discuss issues.

### **MEETING OPENED TO THE BOARD**

Commissioner Frisch mentioned that when the firehouses gathered at the Turnpike while the body of a fallen firefighter from the Bronx that died in Iraq was being brought home, 17 Truck and 27 Engine are selling commemorative t-shirts as a fund raiser for the family. Shirts are \$20 each. Chief Carbin offered to gather any orders and coordinate.

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

Paul Onish from Stonebridge asked what the basic cost of the Chief's car without upgrades. Chief Carbin responded that the car is \$45,000 and the upgrades will be approximately \$45,000. The amount of \$90,000 was approved for the full cost of the vehicle.

Paul Onish asked how the first two – three months with the new police chief has been. Chief Carbin stated that there has not been much interaction as of yet and Chief Carbin is giving the Police Chief 100 days to get acclimated into his new position before reaching out.

Paul Onish asked if there is a monthly report available to the public that includes the calls that the department responded to as he would like to publish this information in the Stonebridge newsletter. Chairman Martin stated we can put the call totals by month on the website. Chief Carbin stated that he wouldn't mind including the monthly total of calls; however, he doesn't like to post any additional details as it seems boastful and distasteful. Chief Carbin suggested the Mr. Onish email him each month for the details.

### **NEW BUSINESS**

There was no new business this month.

### **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 Jason Martin and seconded by Michael Frisch, the meeting was adjourned.

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

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Aye Tannenbaum

ROBERT McGEE  
Board Secretary  
JASON MARTIN  
Chairman

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