



**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, September 13, 2023**

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, and Robert McGee.

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

There were two career firefighters present: Chief Volkmann & Captain Grande

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, and notices sent to those requesting such.

MINUTES

Chairman Martin asked for a review of the August 9, 2023 minutes as amended.

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

ROLL CALL: Aye Borsuk
Aye Frisch
Aye Martin
Aye McGee
Tannenbaum - Absent

CLAIMS AGAINST THE BOARD & TREASURERS REPORT

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

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report.

Commissioner Frisch read the report:

General Operating Claims Total	\$293,648.54
Net Payroll Claims Total	\$180,063.95
Total Claims Against the Board	\$473,712.49

Period ending September 15, 2023

Amboy Bank:

Undesignated Funds	\$2,989,998.94
Petty Cash	\$170.00
Designated Funds	\$198,789.33
Total Balance	\$3,188,958.27

Notable events during this period – Dollar amounts reported include this week’s payroll

UPON MOTION MADE by Robert McGee and seconded by Michael Frisch, claims against the Monroe Township Board of Fire Commissioners of District No. 2 were approved in the amount of \$473,712.49.

ROLL CALL: Aye Borsuk
Aye Frisch
Aye Martin
Aye McGee
Tannenbaum - Absent

FIRE PREVENTION BUREAU REPORT

Chairman Martin asked for the Fire Prevention Report.

Chief Volkmann reported on the following:

- Year to date totals – current inspections and amounts collected
- Review of Incident Run Log
- Review of August Training

Chief Volkmann and Chairman Martin received an email from Firefighter Fenstermaker declaring his intention to retire effective on or about December 31, 2023.

UPON MOTION MADE by Robert McGee and seconded by Glenn Borsuk, to accept Firefighter Fenstermaker’s intention to retire notification effective no later than December 31, 2023.

ROLL CALL: Aye Borsuk
Aye Frisch
Aye Martin
Aye McGee
Tannenbaum – Absent

The town council approved moving forward with the apron repair. Drawings were distributed and the project went to bid for a two-week submission period. Once submissions are received the fire department will have an opportunity to review. The damaged portion of the fire house parking lot was included in the bid package. Since the equipment and materials working on the apron will already be onsite, including this additional small section will increase the cost but will

provide an overall savings compared to doing the repair as a stand-alone project.

NEW BUSINESS

Chairman Martin asked if the board had any new business to discuss.

Commissioner Frisch expressed his appreciation for all the support at the 9/11 ceremony.

UPON RESOLUTION MADE by Robert McGee and seconded by Glenn Borsuk, to renew the membership of the FIRST Responder Joint Insurance Fund for a three-year term beginning January 1, 2024 and ending January 1, 2027 and to appoint Glenn Borsuk as the Local Unit's Fund Commissioner.

ROLL CALL: Aye Borsuk
Aye Frisch
Aye Martin
Aye McGee
Tannenbaum – Absent

UPON RESOLUTION MADE by Robert McGee and seconded by Jason Martin, to authorize Glenn Borsuk to sign and execute the renewal of membership of the FIRST Responder Joint Insurance Fund for a three-year term beginning January 1, 2024 and ending January 1, 2027 and to appoint Glenn Borsuk as the Local Unit's Fund Commissioner.

ROLL CALL: Aye Borsuk
Aye Frisch
Aye Martin
Aye McGee
Tannenbaum – Absent

A proposal was received from Certa Pro Painters of Ewing, NJ for interior painting of the fire house however the proposal did not break out the labor utilizing Prevailing Wages and therefore could not be accepted. Chairman Martin and Chief Volkmann will work with Certa Pro of Ewing, NJ to revise the proposal so that it can be reviewed by the Commissions next month.

A bid package needs to be created for services to perform energy savings retrofits of the lighting & HVAC units. The bid package should state that all aspects of the entire project will be awarded to a single service contractor.

UPON RESOLUTION MADE by Glenn Borsuk and seconded by Jason Martin, to authorize Chief Volkmann to prepare a bid package for services to perform energy savings retrofits of the lighting & HVAC units.

ROLL CALL: Aye Borsuk
Aye Frisch
Aye Martin
Aye McGee
Tannenbaum – Absent

Chief Volkmann stated that there is a grouping of gear is past the serviceable life and therefore can no longer be utilized according to NFPA standards. The gear does retain value and can be donated for use in another county.

UPON RESOLUTION MADE by Glenn Borsuk and seconded by Robert McGee, to authorize the donation of any gear that is past its serviceable life as per the NFPA standards.

ROLL CALL: Aye Borsuk
Aye Frisch
Aye Martin
Aye McGee
Tannenbaum – Absent

UPON RESOLUTION MADE by Michael Frisch and seconded by Jason Martin, to authorize the sale of the 1985 American LaFrance Fire Engine via public auction.

ROLL CALL: Aye Borsuk
Aye Frisch
Aye Martin
Aye McGee
Tannenbaum – Absent

A motion will be made next month regarding the usage of a basketball hoop on the premises. The concern is that any injuries sustained during organized sports would not be covered under Workers Compensation Insurance. Board Attorney Shaklee will draft a release form releasing the Fire District and Commissioners of any potential claims. Any employees wishing to participate in any organized sports activities on premises will be required to sign the release form.

OLD BUSINESS

Chairman Martin asked if the board had any old business to discuss.

Chief Volkmann stated that a check has been received from the Superior Court in the amount of \$9,500.00.

CORRESPONDENCE

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

MEETING OPEN TO THE PUBLIC

Chairman Martin opened the meeting to the public. There were no comments from the public.

APPLEGARTH VOLUNTEER FIRE COMPANY

Chairman Martin asked if there was anything to report from the volunteers. There were no additional comments from the volunteers.

CLOSED SESSION

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

ADJOURN

UPON MOTION MADE by Jason Martin and seconded by Michael Frisch, the meeting was adjourned.

ROLL CALL: Aye Borsuk
Aye Frisch

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Aye Martin
Aye McGee
Tannenbaum – Absent

ROBERT McGEE
Board Secretary
JASON MARTIN
Chairman

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