



# 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, January 13, 2021

Vice Chairman Borsuk 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 Commissioner McGee, 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.

The following career firefighter was present: Chief Carbin

There were no volunteer firefighters present.

There were two members of the public present: Fran Catanzaro, William Gardener.

Vice Chairman Borsuk 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.

### ADOPTION OF THE 2021 FIRE DISTRICT#2 BUDGET

Vice Chairman Borsuk read the Resolution for Monroe Fire District No 2 Authorizing the Reading of the 2021 Budget, by title only.

**UPON MOTION MADE** by Robert McGee and seconded by Michael Frisch, to authorize the 2021 Fire District Budget, by title only

**ROLL CALL:** Aye Borsuk

Aye Frisch

Aye Martin

Aye McGee

Aye Tannenbaum

Vice Chairman Borsuk opened the meeting to the public for comment on the 2021 budget. The public had no comments or questions.

Vice Chairman Borsuk read the 2021 Fire District Budget Resolution for the total budget of \$5,022,691.00, with the total amount to be raised by taxation of \$4,777,691.00.

The resolution will be amended to display the new election date of April 20, 2021.

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**UPON MOTION MADE** by Michael Frisch and seconded by Alan Tannenbaum, to adopt the 2021 Fire District Budget Resolution for the total budget of \$5,022,691.00, with the total amount to be raised by taxation of \$4,777,691.00, as read, with the new election date of April 20, 2021.

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

Chairman Martin reported that we had sent out notification that the election would take place in February, prior to receiving Executive Order 211 to postponing the Fire District election to April. The board will wait until next month's meeting before publishing corrected dates.

**MINUTES**

Vice Chairman Borsuk asked for a review of the December 9, 2020 minutes.

**UPON MOTION MADE** by Robert McGee and seconded by Alan Tannenbaum, to adopt the minutes of the regular meeting of December 9, 2020.

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

**CLAIMS AGAINST THE BOARD & TREASURERS REPORT**

Vice Chairman Borsuk 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	\$ 183,064.86
Net Payroll Claims Total	\$ 170,629.67
Total Claims against the Board	\$ 290,694.53
Period ending January 13, 2021	

Undesignated Funds

Amboy	\$2,222,564.11
Petty Cash	\$170.00

Designated Funds

Amboy	\$198,789.33
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Total Funds	\$2,421,523.44
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**UPON MOTION MADE** by Alan Tannenbaum and seconded by Robert McGee, claims against the Monroe Township Board of Fire Commissioners of District No. 2 were approved in the amount of \$290,694.53.

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

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**NEW BUSINESS**

Vice Chairman asked if there was any new business. Chief Carbin reported that more firefighters will be taking vacation, and he asked Mr. Gardener to review the policy the township has in place regarding returning back to work during COVID-19. District 3 also follows these guidelines. He recommends there should be uniformity across the board in all districts.

Mr. Gardener explained if the firefighter goes on vacation to a red state, they must go for a PCR, which will take 48-72 hours. They can return to work if the results are negative. If they choose no PCR, they must quarantine 10 days on their own time. They would receive no paid vacation/sick time.

With vaccine of 1 dose is 50% immunity, so they still follow policy above. Upon 2<sup>nd</sup> dose, you can still be carrying the virus. Waiting the 48 hours for test results is on their time. Most states are red – only 4 are not, and all that can change. You must be there 24 hours and 1 minute out of state to require testing.

Chief Carbin will put the policy together for the commissioners to review and send it to Mr. Gardener for review. Mr. Gardener stated each everyone should sign it, and the same should hold true for the volunteers.

They are looking for more vaccinations to become available for first responders.

Commissioner McGee asked if the policy needs to be run past the union. Mr. Gardener stated the unions understand this policy. The unions are happy with how proactive the township is with the policy. You can't make anyone get a vaccination unless it's an executive order.

Vice Chairman Borsuk requested to increase the current LOSAP volunteer contribution from \$1674 to the max contribution the State allows of \$1742 annually. This is the max amount of LOSAP contributions, per person, per year. They haven't increased in about 3 years. The current average has been in the \$1300-\$1400 range.

**UPON MOTION MADE** by Jason Martin and seconded by Mike Frisch, to increase the annual max LOSAP contribution for volunteers to the amount of \$1742.00.

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

**CHIEF'S REPORT**

Vice Chairman Borsuk asked for a report from Fire Prevention.

Chief Carbin reported:

- Accumulation of hours for career staff – staff was allowed to carry 2 days per quarter, due to limited travel during COVID-19
- Waiting for training dates
- Reviewed Incident Run log ~73 calls
- Top responder was FF Tandon
- Break down of box alarms
- Getting demo of Labtech
- Attending meeting on subdivision of Rt 33 and Perrineville Rd.
- Squad just came back repaired – covered by insurance

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Commissioner Frisch asked how many volunteers are trained to drive the trucks. Commissioner Borsuk stated during the daytime, there are no volunteers trained, only in the evening. Volunteers know if they can't drive an engine, they can take the pickup with their gear to respond.

Commissioner McGee asked since the inception of right of first refusal, in the contract, has there been any calculation in the amount of overtime. Chief Carbin stated we have not gone over budget, been \$40k away from the cap in the budget, although extended sick time is not calculated it.

Commissioner McGee asked if there has been any positive or negative impact on swaps. Chief Carbin stated there have been no impacts.

Commissioner McGee asked if there is any update on the new Chief in District 3. Chief Carbin stated that Mike Lyons is new Chief promoted from Lieutenant. He will be busy during the transition right now.

### **VOLUNTEER FIRE COMPANY REPORT**

There were no members from the volunteers. Vice Chairman Borsuk said people have noticed the new sign at the Volunteer fire house, and it can be programmed remotely.

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

There were no members of the public present.

### **CLOSED SESSION**

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

Attorney Shaklee read the Resolution for the board to go into executive session.

**UPON MOTION MADE** by Robert McGee and seconded by Jason Martin, the board approved the Resolution for Executive Session, for the purpose of contract negotiations.

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

### **ADJOURN**

Vice Chairman Borsuk asked for a motion to adjourn.

**UPON MOTION MADE** by Jason Martin 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