



# 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, July 8, 2020

Chairman Martin called the meeting to order with a Salute to the Flag at 7:01 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, Michael Frisch, Jason Martin, Robert McGee, and Alan Tannenbaum.

**ALSO PRESENT:** Attorney Richard Shaklee, Esquire and Val Cier, Recording Secretary.

There were no career firefighters present.

There were no volunteer firefighters 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 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 June 10, 2020 minutes.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Alan Tannenbaum, to adopt the minutes of the regular meeting of June 10, 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 Borsuk read the report:

General Operating Claims Total      \$ 344,823.44

Net Payroll Claims Total              \$ 94,649.63

Total Claims against the Board      \$ 439,473.07

Period ending July 10, 2020

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Undesignated Funds	
Amboy	\$1,834,807.34
Petty Cash	\$170.00
Designated Funds	
Amboy	\$198,789.33
Total Funds	\$2,038,767.17

**UPON MOTION MADE** by Glenn 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 \$439,473.07.

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

Chairman Martin stated the bond payment was made on July 1<sup>st</sup>, and had no issues initiating wire.

**NEW BUSINESS**

Chairman Martin stated that board members would like to discuss the most recent travel advisory from the governor's office. Currently, travelers from 19 states are advised to self-quarantine for 14 days. Attorney Shaklee stated that this is an advisory, and not mandatory, but people are expected to comply.

Commissioner Tannenbaum stated if the employee was ordered to go to a state on the advisory list, the employer should pay for the quarantine time. But if the employee chooses to go, it should be on the employee to cover the cost of the quarantine time.

Commissioner Borsuk stated this would need to have been discussed prior to the employee leaving for vacation. Attorney Shaklee stated this is all brand new, and it doesn't make a difference when an employee is asked. Overall, the board agrees it should be on the employees to cover quarantine time off. The board is responsible to protect 30 firefighters and the public, and traveling to states that are seeing increases in COVID-19 should be avoided.

Commissioner Frisch, Tannenbaum, McGee agree the employee should be out 2 weeks.

Commissioner Borsuk stated for this time, if we tell the employee to quarantine, the board covers the cost because the board approved vacation, knowing of the travel advisory.

For the Family First Act, if the government agency mandates quarantine, the employee is eligible for 80 hours paid time, without using any sick time.

Going forward, the board discussed documenting that the employees shall follow NJ guidelines, and if the employee travels to one of the states with a travel advisory (currently 19 states, but subject to change), the employee will use their sick time or swaps for 2 weeks.

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Commissioner Borsuk stated enforcement could be a challenge. If they don't tell us, we can't do anything.

Chairman Martin stated the board will follow state guidelines and make it mandatory.. If a vacation is approved moving forward, and an employee travels to a state on the watch list, the employee will quarantine for 2 weeks, using sick time or swaps. Anyone putting in a vacation request should be asked if they are doing interstate travel, and although the employee is not required to tell the board their destination, we will just have to go on an honor system. Chairman Martin will draft a memo for posting. There will be exemptions to this, such as travel for medical necessity or work related travel.

Commissioner McGee stated that every firefighter has been trained on the EMS equipment. Chairman Martin stated his dissension to the idea that the men start running first aid calls. He said that any employee in the building would of course respond if there is no ambulance in the area. The Chief of Police is responsible for dispatch of police, fire and EMS. He is also the OEM coordinator, so if he is not on board with an alteration of dispatch procedures, what else can be done by it? How far do we want to push it?

Commissioner Frisch stated we are all in this together, Fire/EMS. Would like to see Chief Carbin be more aggressive in pursuing this. Commissioners can also go to council meetings, if all else fails, or meet with the police chief to pressure him to make the changes. The dispatcher would know if EMS is not on the scene and if firefighters would be needed to cover.

Chairman Martin stated we have no jurisdiction to take EMS calls. The firefighters are trained but not enough to operate in full EMS capacity. We cannot transport, and can and will jump calls if the EMS call is local and no one else is around. Commissioner McGee stated the firefighter could at least put the patient at ease until EMS gets there.

Commissioner Borsuk stated the board needs to decide who is going to talk to the police chief. Chairman Martin stated the board needs to set the expectation - This is what I need and this is when I need it. The new police chief is a good guy. Chairman Martin will set up a meeting with Chief Carbin and one commissioner.

The expectation of the Board is by next meeting, we need to know the town's stance for firefighters going to EMS calls.

Chairman Martin stated the board should make the hiring list expire in February of next year. That will put the list at three years old. Commissioner Borsuk stated for the Lt appointment, we should not decide anything, it should be done by the 3<sup>rd</sup> party. Chairman Martin stated that everyone taking the examination is qualified to be Lt, and the list will be generated by an outside company after the written, oral, and practical portions are graded. There will be no internal influence on the rankings.

The written portion of the Lt.. test is 10/17, and the oral scheduled for 10/24.

Commissioner Borsuk feels the next firefighter test should be the same as the Lt. test, done by an outside company. Chairman Martin mentioned there is also the physical agility part of the firefighter test to consider.

Commissioner Borsuk felt the board did the tests in house to save money and that's not necessary

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anymore.

Discussion on selling the chief's old vehicle. Attorney Shaklee stated it can be sold by sealed bid or public auction, if 15% of bid threshold of \$17k. No bid is needed if selling to any local government. The vehicle can be put on gov.bid. The value is about \$19k. The board can also do a private sale if it's not sold at public auction.

Commissioner Frisch stated the responses to out of town calls is getting out of control. First to East Windsor and now to Plainsboro. Understand mutual aid, but we shouldn't be covering their fire department. Chairman Martin stated that we have a mutual aid agreement with both municipalities, and setting "rules" on how and when we render aid is a dangerous precedent. This is a conversation we need to have when the chief is present so he can better explain the operational aspect.

Commissioner Borsuk stated the mutual aid should be for a fire, to go help. There is also Automatic aid, which is what we do for Millstone, an agreement made because it may take them longer to get there on the highway. If it's confirmed smoke or better, then we should go on a mutual aid call. This is an operational policy and the board would need to meet with Chief Carbin on this. Chairman Martin stated that the board should not be getting involved in operational policy.

Commissioner Frisch asked if the training between the volunteers and paid staff improved. Commissioner Borsuk was not aware of joint training. Commissioner Frisch stated that Chief Carbin said there would be a list and joint training. Chairman Martin stated there can be a central location of a training calendar, accessible to all firefighters via google calendar. Will need to discuss with Chief Carbin.

## OPEN SESSION

Chairman Martin asked for a motion on the hiring of the service technician.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Alan Tannenbaum, to hire James Walsh as a service technician, effective August 1, 2020, starting salary of \$40,000, and a 32-hour work week, as documented.

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

Chairman Martin asked for a motion to expire the hiring list.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Robert McGee, for the current firefighter hiring list to expire February 2021, as of the 3-year anniversary of the test date.

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

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## **CHIEF'S REPORT**

Chairman Martin reviewed the Fire Prevention report:

- Promotion written exam will be 10/17, oral exam 10/24
- Lt. Krajcsovics last tour was 6/28, and the BBQ was great
- FF Chrepta started as probationary firefighter
- FF Grande is Acting officer

Chairman Martin will talk to the chief about his return to work after vacation.

## **VOLUNTEER FIRE COMPANY REPORT**

Chairman Martin asked if there was anything to report from the volunteers. Commissioner Borsuk reported that all volunteers are healthy.

## **CLOSED SESSION**

## **MEETING OPEN TO THE PUBLIC**

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

## **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: Val Cier