



MONROE TOWNSHIP BOARD OF FIRE COMMISSIONERS DISTRICT 2

10 HALSEY REED ROAD MONROE TOWNSHIP NJ 08831

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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, May 8, 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.

Commissioner Borsuk called the meeting to order with a Salute to the Flag at 7:00 pm. Commissioner Borsuk 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 Glenn Borsuk, the following members of the Monroe Township Board of Fire Commissioners of District No. 2 were present: Glenn Borsuk, Michael Frisch, Alan Tannenbaum and Robert McGee. Jason Martin was excused

ALSO PRESENT: Board Attorney Drew Stauffer, Esquire and Lindsay Lesser, Recording Secretary.
Career firefighters present: Chief Volkmann
Volunteer department members present: None
Members of the public present: None

Commissioner Borsuk 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.

REGULAR MEETING

MINUTES

Commissioner Borsuk asked for a review of the April 10, 2024. Corrections were noted by Commissioner Borsuk.

UPON MOTION MADE by Michael Frisch and seconded by Alan Tannenbaum, to adopt the minutes of the regular meeting.

ROLL CALL: Aye Borsuk
Aye Frisch
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 Frisch read the report:
General Operating Claims Total \$1,003,350.83

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Net Payroll Claims Total	\$109,349.40
Total Claims Against the Board	\$1,112,700.23
Period ending May 10, 2024	

Amboy Bank:

Undesignated Funds	\$2,164,916.38
Petty Cash	\$170.00
Designated Funds	\$198,789.33
Total Balance	\$2,363,875.71

Notable events included payment of yearly employer pension contributions PFRE \$691,548.26 and PERS \$2,245, quarterly fire hydrant fee \$ 61,187.50 and second of three insurance installments of \$51,060.

UPON MOTION MADE by Robert McGee and seconded by Alan Tannenbaum, claims against the Monroe Township Board of Fire Commissioners of District No. 2 were approved in the amount of \$1,112,700.23.

ROLL CALL: Aye Borsuk
Aye Frisch
Aye McGee
Aye Tannenbaum

OLD BUSINESS

Per Chief Volkmann, a proposal for the new truck has not been received yet. The company is behind and there are many departments that are in the same position.

The firefighter test physical was taken by 34 candidates, there was one failure. The candidates with the top ten combined score are set up to interview the first week of June. Two commissioners will be in attendance at those interviews. The other commissioners are invited to observe.

NEW BUSINESS

Commissioner Frisch would like to discuss adding a formal certified CPA auditor, currently Danny is acting as accountant and auditor. Station 23 just put in for the same and can provide the contact details. Commissioner Borsuk stated that he agrees with the need but noted that the role of this position would need to be clearly defined as well as the cadence that the audit would be conducted. The suggestion was made that quarterly would be sufficient. Board Attorney Stauffer to confirm that the cost limit for professional services would be \$17,500 before needing to go out to bid. Commissioner Borsuk stated that conversations with the current accountant would need to take place as well.

FIRE PREVENTION BUREAU REPORT

Commissioner Borsuk asked for the Fire Prevention Report. Chief Volkmann had into technical issues and was unable to finalize the report itself, he has opened a ticket to resolve. Once he is able to finalize the report, he will distribute.

Chief Volkmann reported on the following:

- Training report
- Events – Red Cross Day at the High School and Veterans event at Concordia
- Diane, the new Fire Safety Secretary has been on staff for a month and is doing a great job

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MEETING OPEN TO THE PUBLIC

Commissioner Borsuk opened the meeting to the public. No members of the public were in attendance.

APPLEGARTH VOLUNTEER FIRE COMPANY

Commissioner Borsuk opened the meeting to the Volunteers. No Volunteers were in attendance.

CLOSED SESSION

Commissioner Borsuk stated there was no need for an executive session.

ADJOURN

UPON MOTION MADE by Glenn Borsuk and seconded by Michael Frisch, the meeting was adjourned.

ROLL CALL: Aye Borsuk
Aye Frisch
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