



MONROE TOWNSHIP BOARD OF FIRE COMMISSIONERS DISTRICT 2

10 HALSEY REED ROAD MONROE TOWNSHIP NJ 08831

PHONE (609) 395-6830

FAX (609) 395-0483

WEBSITE 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, March 13, 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.

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. Alan Tannenbaum was absent.

ALSO PRESENT: Board Attorney Drew Stauffer, Esquire and Lindsay Lesser, Recording Secretary. There were three career firefighters present: Chief Volkmann, Firefighters Spierto and Cackowski. There were no members of the volunteer department present. There was one member 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 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.

REORGANIZATION MEETING

UPON MOTION MADE by Jason Martin and seconded by Glenn Borsuk, to nominate the Commissioner to hold the following roles:

Jason Martin - Chairman
Glenn Borsuk - Vice Chairman
Robert McGee - Secretary
Michael Frisch – Treasurer
Alan Tannenbaum – Deputy Secretary & Treasurer

ROLL CALL: Aye Borsuk
Aye Frisch
Aye McGee
Aye Martin

UPON RESOLUTION MADE by Michael Frisch and seconded by Glenn Borsuk, to appoint the Commissioner to hold the following roles. The board positions are effective immediately on resolution execution and will expire at the 2025 reorganization meeting. Resolution 24-0001

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Jason Martin - Chairman
Glenn Borsuk - Vice Chairman
Robert McGee - Secretary
Michael Frisch – Treasurer
Alan Tannenbaum – Deputy Secretary & Treasurer

UPON RESOLUTION MADE by Robert McGee and seconded by Michael Frisch, to appoint Richard J. Shaklee Esquire of the firm McLaughlin Stauffer & Shaklee, P.C., as board attorney. This appointment is effective immediately on resolution execution and will expire at the 2025 reorganization meeting. Resolution 24-0002

ROLL CALL: Aye Borsuk
Aye Frisch
Aye McGee
Aye Martin

UPON RESOLUTION MADE by Robert McGee and seconded by Michael Frisch, to appoint Lindsay Lesser as recording secretary. This appointment is effective immediately on resolution execution and will expire at the 2025 reorganization meeting. Resolution 24-0003

ROLL CALL: Aye Borsuk
Aye Frisch
Aye McGee
Aye Martin

UPON RESOLUTION MADE by Glenn Borsuk and seconded by Robert McGee, to appoint Dan Carlstrom of the firm Furey and Company, P.C. as board accountant and auditor. This appointment is effective immediately on resolution execution and will expire at the 2025 reorganization meeting. Resolution 24-0004

ROLL CALL: Aye Borsuk
Aye Frisch
Aye McGee
Aye Martin

UPON RESOLUTION MADE by Robert McGee and seconded by Michael Frisch, to appoint Scott J. Volkmann as the district fire official, who is both certified and eligible to carry such designation. This appointment is effective immediately on resolution execution and will expire at the 2025 reorganization meeting. Resolution 24-0005

ROLL CALL: Aye Borsuk
Aye Frisch
Aye McGee
Aye Martin

Results of Fire District Election: Chairman Martin announced that the budget passed with 503 YES votes, 271 NO voted and 1 vote was rejected as out of district. Alan Tannenbaum was elected to a three-year term with 712 votes of which 19 were write in and one vote was rejected as out of district.

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UPON RESOLUTION MADE by Michael Frisch and seconded by Jason Martin, for Consent for the following resolutions:

- i. Resolution 24-0006 "RESOLUTION FIXING THE TIME AND PLACE OF THE ANNUAL ELECTION"
- ii. Resolution 24-0007 "RESOLUTION DESIGNATING OFFICIAL BOARD NEWSPAPERS"
- iii. Resolution 24-0008 "RESOLUTION DESIGNATING OFFICIAL DEPOSITORIES OF MONIES AND FUNDS"
- iv. Resolution 24-0009 "RESOLUTION ESTABLISHING COMPENSATION FOR MEMBERS OF THE BOARD"
- v. Resolution 24-0010 "RESOLUTION ESTABLISHING COMPENSATION FOR RECORDING SECRETARY"
- vi. Resolution 24-0011 "RESOLUTION ESTABLISHING COMPENSATION FOR BOARD ATTORNEY"
- vii. Resolution 24-0012 "RESOLUTION ESTABLISHING COMPENSATION FOR BOARD ACCOUNTANT/AUDITOR"
- viii. Resolution 24-0013 "RESOLUTION RECOGNIZING A VOLUNTEER FIRE COMPANY AS SUPPLEMENT TO CAREER STAFFING"
- ix. Resolution 24-0014 "RESOLUTION ESTABLISHING TIME, DATE AND LOCATION OF MONTHLY MEETINGS"
- x. Resolution 24-0015 "RESOLUTION DESIGNATING SIGNATURES ON BOND FOR FIRE COMMISSIONERS"
- xi. Resolution 24-0016 "RESOLUTION AUTHORIZING BOARD TREASURER AND DEPUTY TREASURER TO MAKE TIMELY PAYMENTS"
- xii. Resolution 24-0017 "RESOLUTION REQUESTING DISTRICT TAXES"
- xiii. Resolution 24-0018 "RESOLUTION CERTIFYING THE AMOUNT OF MONEY VOTED AT THE ANNUAL ELECTION TO THE TAX ASSESSOR OF THE TOWNSHIP OF MONROE"

ROLL CALL: Aye Borsuk
Aye Frisch
Aye McGee
Aye Martin

REGULAR MEETING

MINUTES

Chairman Martin asked for a review of the February 14, 2024.

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

ROLL CALL: Aye Borsuk
Aye Frisch
Aye McGee

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Aye Martin

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 | \$237,924.89 |
| Net Payroll Claims Total | \$108,509.49 |
| Total Claims Against the Board | \$346,434.38 |
| Period ending March 15, 2024 | |

Amboy Bank:

| | |
|--------------------|----------------|
| Undesignated Funds | \$3,499,864.69 |
| Petty Cash | \$170.00 |
| Designated Funds | \$198,789.33 |
| Total Balance | \$3,698,842.02 |

UPON MOTION MADE by Robert McGee and seconded by Jason Martin, claims against the Monroe Township Board of Fire Commissioners of District No. 2 were approved in the amount of \$346,434.38

ROLL CALL: Aye Borsuk
Aye Frisch
Aye McGee
Aye Martin

OLD BUSINESS

Chairman Martin asked if any old business to report. Commissioner McGee reported that the Stonebridge Men's Club project to create a journal honoring the fire department has been postponed due to the timing conflicting with another township groups project that may over burden the vendors providing donations.

NEW BUSINESS

Chairman Martin asked if there was any new business to report. There was no new business to report.

FIRE PREVENTION BUREAU REPORT

Chairman Martin asked for the Fire Prevention Report.

Chief Volkmann reported on the following:

- Run log and fire prevention materials previously electronically distributed to Commissioners.
- Training report for the month of February
- Pending dates for the EMT Core Classes to be held at the firehouse
- Chief Volkmann participated in Read Across America at Applegarth School where he read to two 4th grade classes
- The Tahoe is now complete and delivered as a Command Vehicle
- Friends of the Community Garden donated \$500 to the Volunteers
- 52 applications were received for the open position. The number of applicants taking the test will be between 40-45 people. The test will be held March 23rd at 10am at the Senior Center. The venue had to be changed to accommodate such a large group. B Shift coordinated the application process and A Shift will coordinate the physical agility test.
- The weight equipment current at the station was previously donated by a resident. It is now

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outdated. The department has received two proposals so far and one additional one is pending for the purchase of new equipment.

UPON MOTION MADE by Glenn Borsuk and seconded by Bob McGee, pending the receipt of a third quote, purchase fitness equipment in an amount not to exceed \$9,000

ROLL CALL: Aye Borsuk
Aye Frisch
Aye McGee
Aye Martin

UPON MOTION MADE by Glenn Borsuk and seconded by Michael Frisch, to approve hiring a part time clerical position to assist with the Fire Prevention Office, not to exceed 30 hours per week.

ROLL CALL: Aye Borsuk
Aye Frisch
Aye McGee
Aye Martin

Chief Volkmann reported that the department was budgeted to purchase new air packs. Chairman Marting was able to obtain a grant in the amount of \$75,000 which will reduce the purchase price by one third.

MEETING OPEN TO THE PUBLIC

Chairman Martin opened the meeting to the public. Paul Onish asked what the air packs are used for and Chief Volkmann explained how they are utilized. Mr. Onish also asked if CPR training is available to the public. Commissioner McGee stated that this is not something the fire department would facilitate but he will see if this is something the township could offer.

APPLEGARTH VOLUNTEER FIRE COMPANY

Chairman Martin asked if there was anything to report from the volunteers. There was nothing to report.

CORRESPONDENCE

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

CLOSED SESSION

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

ADJOURN

UPON MOTION MADE by Jason Martin and seconded by Glenn Borsuk, the meeting was adjourned.

ROLL CALL: Aye Borsuk
Aye Frisch
Aye Martin
Aye McGee

ROBERT McGEE

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Board Secretary
JASON MARTIN
Chairman

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