



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 Reorganization and Regular Meetings Wednesday, March 11, 2020

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 an Agenda, Reorganization and 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, Robert McGee and Alan Tannenbaum.

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

There was one career firefighter present: Chief Carbin.

There was one volunteer/support firefighter present: Hank Haligowski.

There was one member of the public present: Deb McGee.

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 February 12, 2020 minutes.

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

ROLL CALL: Aye Borsuk

Aye Frisch

Aye Martin

Aye McGee

Aye Tannenbaum

INTRODUCTION OF NEWLY ELECTED COMMISSIONER

Chairman Martin asked Board Attorney Shaklee to swear in the newly elected commissioners. Board Attorney Shaklee swore in the elected commissioners, Robert McGee and Jason Martin.

REORGANIZATION MEETING

Chairman Martin asked for a nomination for the position of Chairman of the Board of Fire Commissioners of District 2. Nomination of Jason Martin by Commissioner Frisch, second Commissioner Borsuk.

Chairman Martin asked if there were any other nominations. The board had no other nominations.

Chairman Martin asked for a nomination for the position of Vice Chairman of the Board of Fire Commissioners of District 2. Nomination of Glenn Borsuk by Commissioner Frisch, seconded by Commissioner McGee.

Chairman Martin asked if there were any other nominations. The board had no other nominations.

Chairman Martin asked for a nomination for the position of Secretary of the Board of Fire Commissioners of District 2. Nomination of Robert McGee by Commissioner Frisch, seconded by Commissioner Borsuk.

Chairman Martin asked if there were any other nominations. The board had no other nominations.

Chairman Martin asked for a nomination for the position of Treasurer of the Board of Fire Commissioners of District 2. Nomination of Mike Frisch by Commissioner Tannenbaum, seconded by Commissioner Borsuk.

Chairman Martin asked if there were any other nominations. The board had no other nominations.

Chairman Martin asked for a nomination for the position of Deputy Secretary/Treasurer of the Board of Fire Commissioners of District 2. Nomination of Alan Tannenbaum by Commissioner Frisch, seconded by Commissioner McGee.

Chairman Martin asked if there were any other nominations. The board had no other nominations.

UPON MOTION MADE by Glenn Borsuk and seconded by Mike Frisch, to close nominations for all Board positions of Fire Commissioners of District No. 2.

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

Chairman Martin read Resolution 20-0001 Appointing Board Positions.

UPON MOTION MADE by Glenn Borsuk and seconded by Robert McGee to adopt Resolution 20-0001 Appointing Board Positions of Fire Commissioners of District No. 2.

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

Chairman Martin read the results of the election. Commissioner Martin announced the results of the election for the budget— 475 Yes; 278 No. Votes for elected commissioners Jason Martin was 654; Robert McGee was 656.

Chairman Martin asked for a nomination for the position of Board Attorney. Nomination of Richard J. Shaklee, Esquire, of the firm McLaughlin, Stauffer & Shaklee, P.C. by Commissioner Borsuk, seconded by Commissioner Tannenbaum.

UPON MOTION MADE by Glenn Borsuk and seconded by Mike Frisch, Richard J. Shaklee, Esquire, of the firm McLaughlin, Stauffer & Shaklee, P.C. to close nominations for Board Attorney and adopt

Resolution 20-0002 appointing Richard Shaklee as Board Attorney for the term expiring in 2021.

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

Chairman Martin asked for a nomination for the position of Recording Secretary. Nomination of Valerie Cier by Commissioner Borsuk, seconded by Commissioner Tannenbaum.

UPON MOTION MADE by Mike Frisch and seconded by Alan Tannenbaum, to close nominations for Recording Secretary and adopt Resolution 20-0003 appointing Valerie Cier as Recording Secretary of the Board of Fire Commissioners of Fire District No. 2 for a term expiring at the 2021 reorganization meeting.

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

Chairman Martin asked for a nomination for the position of Board Accountant/Auditor. Nomination of Furey and Company. P.C by Commissioner Borsuk, seconded by Commissioner McGee.

UPON MOTION MADE by Glenn Borsuk and seconded by Mike Frisch,, to close nominations for Board Accountant/Auditor and adopt Resolution 20-0004 appointing Furey and Company. P.C. as Board Accountant/Auditor for the Board of Fire Commissioners of District No. 2 for a term expiring at the 2021 reorganization meeting.

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

Chairman Martin stated the reorganization resolutions 20-0005 to 20-0017 will be done as a consent agenda, handled together as one motion.

UPON MOTION MADE by Glenn Borsuk and seconded by Alan Tannenbaum, Resolutions were adopted for the following:

- Resolution 20-0005: Resolution Fixing the Time and Place of the Annual Election
- Resolution 20-0006: Resolution Designating Official Board Newspapers
- Resolution 20-0007: Resolution Designating Official Depositories of Monies and Funds
- Resolution 20-0008: Resolution Establishing Compensation for Members of the Board
- Resolution 20-0009: Resolution Establishing Compensation for Recording Secretary
- Resolution 20-0010: Resolution Establishing Compensation for Board Attorney
- Resolution 20-0011: Resolution Establishing Compensation for Board Accountant/Auditor
- Resolution 20-0012: Resolution Recognizing a Volunteer Fire Company as a Supplement to Career Staffing
- Resolution 20-0013: Resolution Establishing Time, Date and Location of Monthly Meetings
- Resolution 20-0014: Resolution Designating Signatures on the Bond for Fire Commissioners.
- Resolution 20-0015: Resolution Authorizing Board Treasurer/Deputy Treasurer to make Timely

Reorganization/Regular Meeting
March 11, 2020

Payments

- Resolution 20-0016: Resolution Requesting District Taxes
- Resolution 20-0017: 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 Martin
Aye McGee
Aye Tannenbaum

Chairman Martin announced the reorganization portion of the meeting has been completed and the regular meeting would continue.

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	\$173,347.01
Net Payroll Claims Total	\$ 94,873.63
Total Claims Against the Board	\$268,221.64
Period ending March 11, 2020	

Amboy Bank:

Undesignated Funds	\$1,368,602.23
Petty Cash	\$170.00
Designated Funds	\$198,789.33
Total Balance	\$1,567,561.56

UPON MOTION MADE by Glenn Borusk and seconded by Robert McGee, claims against the Monroe Township Board of Fire Commissioners of District No. 2 were approved in the amount of \$268,221.64.

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

OLD BUSINESS

Chairman Martin asked the Board if they had any old business. Commissioner Frisch thanked the crews that helped with replacing the exterior lights. Commissioner McGee thanked Commissioner Frisch for finding the lights that were replaced.

NEW BUSINESS

Chairman Martin opened the meeting to the board to discuss new business. Commissioner Tannenbaum discussed the issues and concerns regarding the current Coronavirus, including questions the dispatchers should ask prior to sending the crew out; quarantine of first responders, appropriate gear to wear and use of the gear. Chief Carbin stated the OEM has had meetings and the dispatchers are typing notes in CAD so first responders have the facts before arriving. Discussed restricting Fire going to EMS calls. Hank offered the volunteer firehouse as a secondary site if firehouse is exposed.

The board discussed that the state has a website for Covid-19. Chairman Martin stated the board should be prepared for an emergency meeting, if needed. Attorney Shaklee stated 48 hours notice is needed for a special meeting, but an emergency meeting the advertisement can be done after the meeting if paper deadlines cannot be met. The fire department website is sufficient to use for 48 hour notice and also try to get it in the paper.

Commissioner Borsuk stated that any precautions taken now should be a standard practice going forward. Chairman Martin stated the public should be limited to access to the vestibule only. Volunteers should follow the same protocol.

FIRE PREVENTION BUREAU REPORT

Chairman Martin asked for the Fire Prevention Report. Chief Carbin reported on the following:

- Letter from Mayor of Senior Center being closed
- South Amboy St. Patrick's day parade is cancelled
- Command vehicle arrived
- 579 SCBA will be installed tomorrow
- Congratulations to those who took Fire Instructor 1 course and all passed
- May 31 is Lt. Krajcsovics last day
- June 1 will be the interviews with next 4 applicants
- Next OEM meeting is Monday
- Inspections/smoke detectors
- Reviewed Incident Run Log

APPLEGARTH VOLUNTEER FIRE COMPANY

Chairman Martin asked if there was anything to report from the volunteers.

Hank mentioned-

PASS devices are needed. Chief Carbin is aware.

Volunteers came to this firehouse for training last month and worked out well. Would like to have career firefights to help train volunteers. Chief Carbin suggested meeting with Lt. Riley, he's the training officer.

MEETING OPEN TO THE PUBLIC

Chairman Martin opened the meeting to the public. The public had no comments.

CLOSED SESSION

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

ADJOURN

Chairman Martin asked for a motion to adjourn.

UPON MOTION MADE by Glenn Borsuk and seconded by Robert McGee, 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