

# Board of Fire Commissioners

Fire District #2

Township of South Brunswick

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Regular Meeting  
Third Monday at 8 P.M.  
Monmouth Junction Fire House

P.O. Box 114  
Monmouth Junction, N.J. 08852

## ***AGENDA*** ***February 16, 2010***

1. ***Notice of Compliance***  
This meeting is being held in compliance with the Public Law Meeting Notice of the Public Laws of 1975. Notice of this meeting was given by way of annual notice filed with the Township Clerk, The South Brunswick Post, The Home News & Tribune and posted on the bulletin board of the South Brunswick Township Municipal Building, March 2009.
2. ***Roll Call***
3. ***Address From the Floor***
4. ***Approval of Minutes November 16, 2009, December 21, 2009, January 19, 2010***
5. ***Professional Reports***
  - A. Fire Chief
  - B. District Coordinator
  - C. Insurance Chairman
  - D. Treasurer
  - E. Joint Code Enforcement Board Representatives
  - F. Legislative Report
6. ***Order of Business***
  - A. Resolution # 10-04 Authorizing Hourly Salary Rate for Part Time Employee
  - B. Resolution # 10-05 Executive Session to discuss personnel matters
  - C. LOSAP Certification for 2009
  - D. Sale of Truck 206
  - E. Local Government Energy Audit
  - F. Resolution # 10-06 Authorizing Konica 7020 Copier for surplus
  - G. Items Timely and Important
7. ***Voucher List (see attached)***
8. ***Address from Floor***
9. ***Adjournment***

***Voucher List***

<b><i>A</i></b>	Melanie Flagg	\$80.00
<b><i>B</i></b>	Doug Wolfe	24.59
<b><i>C</i></b>	Idearc Media LLC	19.95
<b><i>D</i></b>	Midco Waste #689	148.88
<b><i>E</i></b>	VFIS	17,432.23
<b><i>F</i></b>	Verizon Wireless	331.10
<b><i>G</i></b>	PSE&G	4,070.79
<b><i>H</i></b>	Kleen-Tec Maintenance LLC	415.00
<b><i>I</i></b>	Auto-Plus	25.37
<b><i>J</i></b>	Richard M. Braslow, Esq	84.00
<b><i>K</i></b>	Richard M. Braslow, Esq	14.00
<b><i>L</i></b>	Home News Tribune	207.60
<b><i>M</i></b>	RHA Communications	85.00
<b><i>N</i></b>	Q.R.F.P. Special Services	400.00
<b><i>O</i></b>	Valley Distributors, Inc.	190.07
<b><i>P</i></b>	Holzberg Communications, Inc.	917.27
<b><i>Q</i></b>	Lincoln Financial Advisor	39,390.00
<b><i>R</i></b>	K.C. Service	188.00
<b><i>S</i></b>	Shanahan's Office Solutions	12.49
<b><i>T</i></b>	Approved Fire Protection Co.	182.10
<b><i>U</i></b>	Fire security Technologies, Inc.	352.75
<b><i>V</i></b>	John J. Maley, Jr.	300.00
<b><i>W</i></b>	Monmouth Junction Vol. Fire Department	32.90
<b><i>X</i></b>	Mercer County community College	300.00
<b><i>Y</i></b>	Quest Diagnostic Incorporated	128.50
<b><i>Z</i></b>	WTH Technology, Inc.	4,652.73
<b><i>AA</i></b>	Pierce Manufacturing Inc.	306,923.09
<b><i>BB</i></b>	Nat Alexander company, Inc.	309.45
<b><i>CC</i></b>	Patricia Wolfe	90.00
<b><i>DD</i></b>	Anne Chibbaro	90.00
<b><i>EE</i></b>	Absolute Fire Protection Co.	1,781.25
<b><i>FF</i></b>	Donald C. Rodner, Inc.	544.88

***GG LIVE FIRE TRAINING INSTITUTE, INC.***  
***HH VERIZON***

***3,100.00***  
***319.41***

approved 3-15-10  
AP

**REGULAR MEETING  
BOARD OF FIRE COMMISSIONERS – DISTRICT #2  
February 16, 2010**

**CALL TO ORDER**

The meeting of the Board of Fire Commissioners was called to order by Chairman Spahr at 7:30 PM, followed by the flag salute.

**NOTICE OF COMPLIANCE**

Chairman Spahr read the Public Law Meeting Notice of the Public Laws of 1975.

**ROLL CALL**

Mr. Bellizio-present, Mr. Potts-absent, Mr. Smith-present, Mr. Young-present, Mr. Spahr-present.

**ADDRESS FROM THE FLOOR**

No one came forward.

**APPROVAL OF MINUTES**

Mr. Spahr had the following corrections:

Minutes of November 16, 2009 – Page 1, Professional Reports – Chief's Report, 7<sup>th</sup> line - *appreciated* should be *approached*, *regarding* should be *reporting*, 9<sup>th</sup> line – *thoughts* should be *thought*. Page 2, Insurance Chairman's Report, 1<sup>st</sup> line – delete */comp, for \$3,000/year* should be *of \$3,000*. Treasurer's Report, 2<sup>nd</sup> line – delete *were*.

Minutes of December 21, 2009 – Page 1, Professional Reports – Chief's Report, 3<sup>rd</sup> line – *2009* should be *2010*. Page 2, Treasurer's Report, last line – *remainder* should be *remaining*.

Mr. Smith made a motion as amended to approve the Regular Meeting Minutes of November 16, 2009, seconded by Mr. Young. No discussion.

Roll Call

Mr. Bellizio-yes, Mr. Potts-absent, Mr. Smith-yes, Mr. Young-yes, Mr. Spahr-yes.  
All in favor. Motion approved.

Mr. Smith made a motion as amended to approve the Regular Meeting Minutes of December 21, 2009, seconded by Mr. Young. No discussion.

Roll Call

Mr. Bellizio-yes, Mr. Potts-absent, Mr. Smith-yes, Mr. Young-yes, Mr. Spahr-yes.  
All in favor. Motion approved.

Mr. Young made a motion to table the approval of the January 19, 2010 Regular Meeting Minutes and Executive Session Meeting Minutes, seconded by Mr. Bellizio. No discussion.

## **PROFESSIONAL REPORTS**

### **Chief's Report: (See Attached)**

The Chief gave his January 2010 report. Captain Rob Bello has resigned his officer's position of Captain with the Fire Department as he is moving out of state, leaving a vacancy. Officers will move up in rank and the Fire Company will fill the bottom position. There were two house fires, one in District #2 and the other in District #1. Our fire presented some challenges with a power line down, the snow, and Brookview's hydrant was not functioning. The Red Cross was needed for family displacement purposes. Both the Township's Public Works Department and Fire Safety Bureau were called. A letter of thanks will be sent to Mr. Olsen, DPW for their equipment use. The Chief is receiving pictures of the new truck each week; he feels we are in good shape there are no real problems, only a few minor issues to take care of. He and others are scheduled to take the trip for the inspection of the new truck from Thursday to Saturday. He asked if there could be an authorization of funds granted to him if any unforeseen problems are found on the inspection. Chief Spahr explained the price changes for the wireless plan for the trucks (laptops and cell phones) including the cost differences from what is currently being paid. He brought this to the Board today to consider for when the new truck arrives. He overlooked an item needed for the truck, he did not include the adapter for the large diameter hose for the suction intake on both side – cost of \$1,096 for 2 adapters and 2 caps. He stated he has not completed his Annual 2009 Report as yet. The CAFS training class is scheduled for Sunday. Mr. Young asked the Chief for an estimated final cost for the new truck. The Chief's stated the estimated cost would be \$628,477.

### **District Coordinator's Report: (See Attached)**

Mr. Wolfe gave his February 2010 report. He spoke further about the maintenance contract from OK Enterprises, LLC which has been changed to run from March 1, 2010 to February 28, 2011 and the Resolution declaring the Konica 7020 copier surplus.

### **Insurance Chairman's Report:**

Mr. Wolfe reported on receiving the Workman's Compensation audit last week. Although membership has increased by couple of members, the premium will probably decrease. Mr. Wolfe received a letter that the Workman's Compensation case on Rob Bello has been settled and is completed. He hasn't yet spoken to VFIS about a representative speaking to the Fire Department members about their coverage.

### **Treasurer's Report:**

Mr. Young reported there were 2 receipts since the last meeting both for Group Life Reimbursements. Deposits were made on 2/9 for \$239.12 (3 members) and on 2/12 for \$330.16 (2 members), there is one member left. All 1099 forms were distributed by 1/31. He will mail the 1096 form to the IRS tomorrow. Mr. Young received the 2010 Adopted Budget from the DCA with no changes with an approved date of 2/8/10. The financial status reports for 2009 and 2010 were distributed to the Board. Mr. Young reviewed the remaining balance figures for the Capital expenditures.

**Joint Code Enforcement Board Representatives's Report:**

Mr. Smith reported that tomorrow evening the Joint Board will hold their regularly scheduled meeting at 8:00 pm. Kingston Board of Fire Commissioner's meeting is being held tonight, they will discussing the Fire Safety Bureau funding and he hopes to have some direction from them regarding that topic at tomorrow's meeting.

**Legislative Report:**

Mr. Spahr stated that Mr. Potts left a list of fire service bills that were passed in the lame duck session of the legislators and signed into law by Governor Corzine and is available to view for anyone that is interested.

**ORDER OF BUSINESS**

Resolution #10-04 Authorizing Hourly Salary Rate for Part Time Employee

Mr. Smith read Resolution #10-04. Mr. Smith made a motion to accept Resolution #10-04 authorizing hourly salary rate for part time employee, seconded by Mr. Young. No discussion.

Roll Call

Mr. Bellizio-yes, Mr. Potts-absent, Mr. Smith-yes, Mr. Young-yes, Mr. Spahr-yes.  
All in favor. Motion approved.

Resolution #10-05 Executive Session to Discuss Personnel Matters

Mr. Smith read Resolution #10-05 regarding holding an executive session on 2/16/10 to discuss legal matters, contract, and/or personnel matters. Mr. Smith made a motion to accept Resolution #10-05, seconded by Mr. Young. No discussion.

Roll Call

Mr. Bellizio-yes, Mr. Potts-absent, Mr. Smith-yes, Mr. Young-yes, Mr. Spahr-yes.  
All in favor. Motion approved.

Resolution #10-06 Authorizing Konica 7020 Copier for Surplus

Mr. Spahr read Resolution #10-06 regarding the disposal of the Konica 7020 copier authorizing it as surplus. Mr. Smith made a motion to accept Resolution #10-06, seconded by Mr. Bellizio. No discussion.

Roll Call

Mr. Bellizio-yes, Mr. Potts-absent, Mr. Smith-yes, Mr. Young-yes, Mr. Spahr-yes.  
All in favor. Motion approved.

LOSAP Certification for 2009

The LOSAP Certification list was posted on January 19, 2010 and remains posted until February 19, 2010. Mr. Smith made a motion for the LOSAP payment to be mailed out on February 22, 2010, as long as no one contests the posted document, seconded by Mr. Young. No discussion

Roll Call

Mr. Bellizio-yes, Mr. Potts-absent, Mr. Smith-yes, Mr. Young-yes, Mr. Spahr-yes.  
All in favor. Motion approved.

#### Sale of Truck 206

The sale of Truck #206 has been posted on the internet. There are no bids as of yet. Mr. Spahr spoke to the representatives that run the on-line bidding, who explained that the truck may be posted awhile since those bidding on it will need to secure funds, so it may take longer. March 2, 2010 the bidding will close. After that date the Board will need to post a notice to hold a special meeting to decide our next step regarding Truck #206. There may be a possibility that we could get delivery of the new truck and have to move vehicles around. Mr. Young inquired if we have heard from East Brunswick. Mr. Spahr responded, no.

#### Local Government Energy Audit

Mr. Wolfe reported that 4 engineers came and viewed both building's specifications and plans. The due date to have all to the State is March 15, 2010, but due to a late start date Mr. Wolfe submitted a letter asking for a 3 month extension until June 15, 2010, which was granted and received today. Mr. Wolfe is waiting for the written report, which will then be reviewed and submitted back with any questions or changes we may have. The engineer's were very thorough and there was not a lot that would be a major upgrade, but reviewed some of their suggestions. Mr. Young inquired if Mr. Wolfe has discussed with the Township and the Board of Education regarding their grant money and what the status is of their energy audit projects. Mr. Wolfe did not know the status of the Board of Education, but that he has spoken to Mr. Schmalz and updated the Board with the Township's status.

Mr. Wolfe explained that one of the contracted engineer's, who is retired, lives in town and is willing to review and help us with the energy audit. Once we receive the written report he will review what is cost effective for us as well as speak with Mr. Schmalz regarding the Township audit. He is also very knowledgeable about solar efficiency.

#### Items Timely and Important

##### Mobile Computer/Cell Phone Modification

Mr. Young made a motion to approve the mobile computer/cell phone modification that Chief Spahr spoke of, seconded by Mr. Smith. No discussion

##### Roll Call

Mr. Bellizio-yes, Mr. Potts-absent, Mr. Smith-yes, Mr. Young-yes, Mr. Spahr-yes.  
All in favor. Motion approved.

##### Alternate equipment for New Truck

Mr. Smith made a motion to approve the purchase of the alternate items for the new truck 2 adapters and 2 caps for the large diameter hose for the suction intake at a cost of \$1,096, seconded by Mr. Bellizio. No discussion.

##### Roll Call

Mr. Bellizio-yes, Mr. Potts-absent, Mr. Smith-yes, Mr. Young-yes, Mr. Spahr-yes.  
All in favor. Motion approved.

Authorization of Funds for Chief (Unforeseen at Factory for New Truck)

Mr. Young made a motion to authorize funds for the Chief of up to \$3,000 with the consent of the Fire District Chairman (who will be attending the trip inspection) for any unforeseen changes to be made to the work order while at the site of the new truck inspection, seconded by Mr. Smith. No discussion.

Roll Call

Mr. Bellizio-yes, Mr. Potts-absent, Mr. Smith-yes, Mr. Young-yes, Mr. Spahr-yes.

All in favor. Motion approved.

OK Enterprises, LLC Maintenance Contract

Mr. Smith made a motion to award the contract with OK Enterprises, LLC regarding Station 20's network system, the contract calls for a total of 5 hours at \$100/per hour per month for service or repair work to the network, the contract calls for it to be reviewed in 2-3 months, seconded by Mr. Young. No discussion.

Roll Call

Mr. Bellizio-yes, Mr. Potts-absent, Mr. Smith-yes, Mr. Young-yes, Mr. Spahr-yes.

All in favor. Motion approved.

**VOUCHER LIST (See Attached)**

Mr. Bellizio made a motion to accept the voucher list as amended, adding GG – Live Fire Training for \$3,100 and HH – Verizon for \$319.41, seconded by Mr. Smith. No discussion.

Roll Call

Mr. Bellizio-yes, Mr. Potts-absent, Mr. Smith-yes, Mr. Young-yes, Mr. Spahr-yes.

All in favor. Motion approved.

**ADDRESS FROM THE FLOOR**

No one came forward.

The Board went into Executive Session.

**ADJOURNMENT**

Mr. Young made a motion to adjourn the meeting, seconded by Mr. Smith.  
All in favor. Motion approved. Meeting adjourned 9:35 p.m.

Respectfully Submitted,

Melanie Flagg, Secretary  
BOFC – Dist #2

Next Meeting Date: Monday, March 15, 2010

Monmouth Junction Volunteer Fire Department  
Monthly Activity Report  
January 2010

**FIRE RUNS**

14	System Malfunctions
10	False Calls
2	Structure Fires
1	Vehicle Fires
-	Refuse Fires
4	Spill / Leak No Ignition
0	Arcing / Shorted Electrical Equipment
0	Fires
0	Assist Police / EMS
2	Trees, Brush, Grass Fires
1	Extrications
4	Hazardous Condition
6	Smoke Scare
0	Rescue Call
2	Smoke / Odor Removal
0	Service Call
0	Stand-By / Cover Assignment
1	Other

**47 Total Runs for 356.65 Man-Hours**

**DEPARTMENT ACTIVITIES**

1	Regular Department Monthly Meeting
1	Work Night
2	Training Sessions/Drills
0	Office of Emergency Management Mtg
1	Board of Fire Commissioner's Monthly mtg
1	Line Officer's Meeting
0	Public Relations
0	Committee Function
1	Chief's meeting
0	Truck Committee Meeting

**212.79 Man-Hours**

**Total Man-Hours for January 2010:569.44** ✓

*Referrals To Fire Safety – 9*

*On Scene Called - 3*



## Coordinators Report February 16, 2010

- Donald C. Rodner was at Station 20 for the preventive maintenance on the heating and air handling equipment. No problems found.
- TASC Fire Apparatus was at the stations for the pump maintenance on trucks 201, 204, and 208. There will be a return visit to do some repair work on an air leak on the pump shift on Pumper 204. Adjustment on the pump packing on all three pumps will also be done.
- The Maintenance Contract from OK Enterprises L.L.C. for the Station 20's network calls for a total of 5 hours at a \$100.00 per hour per month for service, repair work or anything we may need done to the network. I have the contract and recommend the board execute the contract.
- I reported last month on the antenna at Station 20 being damaged and had to be replaced. The new antenna has been installed and is working to specification. I sent a claim for the damage to our insurance company. The claim has been processed and will be paid minus the \$250.00 deductible charge.
- On the agenda tonight is a resolution to declare the Konica 7020 copier surplus. Commissioner Spahr has worked on the copier and it is working, or at least it will copy. I think we should advertise in the newspaper to see if we can obtain bids for it.

THE COMMISSIONERS OF FIRE DISTRICT NO.2  
IN THE TOWNSHIP OF SOUTH BRUNSWICK, COUNTY OF MIDDLESEX

RESOLUTION # 10-04

Authorizing Hourly Salary Rate  
For Part Time Employee

WHEREAS, the position of part time intern has been previously created by the fire district; and

WHEREAS, appropriate funding has been set forth in the 2010 budget concerning this position: and

WHEREAS, the commissioners of Fire District No.2 in the Township of South Brunswick, County of Middlesex, are desirous of increasing the hourly salary of the part time intern,

NOW, THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 2 in the Township of South Brunswick, County of Middlesex as follows:

- (1) The Part Time Intern, Alexander Broder, shall receive an hourly rate of \$12.00 per hour worked, for the year commencing March 1, 2010 and ending February 28, 2011.
- (2) The increase in salary shall be deemed approved upon adoption of this resolution.
- (3) This increase in salary is contingent upon appropriate funds being available relative to the 2010 budget.



Roger S Potts/Clerk

RESOLUTION 10-05  
A RESOLUTION AUTHORIZING A CLOSED SESSION AT THE FEBRUARY 16,  
2010 REGULAR MEETING OF THE BOARD OF FIRE  
COMMISSIONERS FOR THE PURPOSE OF DISCUSSING  
LEGAL MATTERS, CONTRACTS and, or PERSONAL MATTERS.

WHEREAS, there exists a need to hold a closed session for the purpose of discussing a matter which falls within the exception of the Open Public Meetings Law, N.J..S.A.10:4-6 et seq to wit: Legal Matters and Contracts

WHEREAS, it is unknown at this time when such discussion that takes place at said closed session may be disclosed to the public

NOW, THEREFORE, BE IT RESOLVED, that the FEBRUARY 16, 2010, meeting of the Board of Fire Commissioners, Fire District No 2 South Brunswick be closed to the public for discussion of the aforesaid; and

BE IT FURTHER RESOLVED, that the matter discussed at said closed session be disclosed to the public when the reasons for discussing and acting on same in closed session no longer exist.

This is to certify that the foregoing is a true copy of a Resolution adopted by the Board of Fire Commissioners at its meeting held on FEBRUARY 16, 2010

  
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ROGER S. POTTS/ CLERK

# Board of Fire Commissioners

Fire District #2

Township of South Brunswick

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Regular Meeting  
Third Monday at 8 P.M.  
Monmouth Junction Fire House

P.O. Box 114  
Monmouth Junction, N.J. 08852

A RESOLUTION OF THE Board of Fire Commissioners, Fire District #2, Township of South Brunswick, County of Middlesex AUTHORIZING THE SALE OR DISPOSAL OF SURPLUS PERSONAL PROPERTY NO LONGER NEEDED FOR PUBLIC USE

RESOLUTION 10-06

February 16, 2010

WHEREAS, the Board of Fire Commissioners, Fire District #2, Township of South Brunswick has determined that the property described as an KONICA 7020 COPIER is no longer needed for public use; and

WHEREAS, the Board of Fire Commissioners, Fire District #2, Township of South Brunswick deem the property to be surplus ;

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners, Fire District #2 of the Township of South Brunswick in the County of Middlesex, State of New Jersey, that the Board of Fire Commissioners, Fire District #2 Township of South Brunswick is hereby authorized to sell the surplus personal property as indicated at either Public Auction or by the advertised Bid Process. If the property so described has no monetary value it shall be disposed of as junk.



Roger S. Potts – Clerk