

Board of Fire Commissioners
Fire District #2
Township of South Brunswick

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

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

AGENDA
November 15, 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 2010.
2. ***Roll Call***
3. ***Address From the Floor***
4. ***Approval of Minutes October 18, 2010, Closed Session September 20, 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. 2011 Budget Discussion
 - B. Resolution # 10-27 Authorizing Cancellation of Capital Authorization
 - C. Resolution # 10-28 Authorizing Cancellation of Capital Authorization
 - D. Resolution # 10-29 Authorizing Transfer of Funds
 - E. Energy Audit
 - F. Resolution # 10-30 Closed Session for discussions on personnel
 - G. Items Timely and Important
7. ***Voucher List (see attached)***
8. ***Address from Floor***
9. ***Adjournment***

Voucher List

<i>A</i>	PSE&G	\$1,452.72
<i>B</i>	Kleen-Tec Maintenance LLC	415.00
<i>C</i>	Supermedia LLC	19.95
<i>D</i>	Midco Waste #689	153.76
<i>E</i>	Verizon Wireless	303.82
<i>F</i>	Donald C. Rodner, Inc.	565.98
<i>G</i>	Doug Wolfe	44.00
<i>H</i>	Alan Landscaping LLC	668.75
<i>I</i>	Richard M Braslow, Eq.	15.00
<i>J</i>	VFIS	500.00
<i>K</i>	Shanahan's Office Solutions	130.28
<i>L</i>	Battery Zone, Inc.	130.72
<i>M</i>	Q.R.F.P. Special Services	400.00
<i>N</i>	Main Electric Supply Company, Inc.	59.05
<i>O</i>	Monmouth Junction Vol. Fire Department	8,050.00
<i>P</i>	<i>VERIZON</i>	<i>285.63</i>
<i>Q.</i>	<i>UNITED COMMUNICATIONS CORP.</i>	<i>70.15</i>
<i>R</i>	<i>APPROVED FIRE PROTECTION CO.</i>	<i>300.00</i>
<i>S</i>	<i>APPROVED FIRE PROTECTION SYSTEMS</i>	<i>145.50</i>

approved 12-20-10
RS

Board of Fire Commissioners
Fire District #2
Township of South Brunswick

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

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

REGULAR MEETING SOUTH BRUNSWICK TOWNSHIP
BOARD OF FIRE COMMISSIONERS- DISTRICT #2
NOVEMBER 15, 2010

1. CALL TO ORDER:

The meeting was called to order by Chairman Spahr at 7:30 p.m. Followed by a salute to the flag.

2. NOTICE OF COMPLIANCE:

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

3. ROLL CALL

Present: Comm. Bellizio
Comm. Potts
Comm. Smith
Comm. Young
Comm. Spahr
Absent:

4. ADDRESS FROM THE FLOOR

No one from the floor desired to address the board.

5. APPROVAL OF MINUTES

Comm. Bellizio made a motion seconded by Comm. Smith to approve the minutes of October 18, 2010 meeting. Comm. Bellizio pointed out a letter n missing in the word known, second page line four. Chairman Spahr pointed out a letter l missing in the word all, page three line seven. Motion changed to approve as amended. Roll Call Comm. Bellizio- yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes. Motion by Comm. Smith, seconded by Comm. Young to approve the minutes of the closed session September 20, 2010. Roll Call Comm. Bellizio- yes, Comm. Potts-yes, Comm. Smith- yes, Comm. Young-yes, Chairman Spahr-yes. A motion to approve the closed session minutes of October 18, 2010 by Comm. Smith seconded by Comm. Young. Roll Call Comm. Bellizio-yes, Comm. Potts- yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

6. PROFESSIONAL REPORTS

Chief's Report:

Chief Brian Spahr reviewed the October activities report (see attached).

The Chief reported the three department drill had gone very good. He felt the Kendall Park Company had done a very good job in developing their power point presentation on Solar Panels. The drill went over Fire Safety issues. Assistant Chief Smith went over the Department SOP'S. The Kendall Park Department will be doing away with their Field Truck. They have a number of Wild land Brush fire fighting Jackets that they are willing to turn over to our department. Their board requests that our board sign a hold harmless document. The Chief will bring that document to our board when it becomes available.

The department will not be having the Santa Cade as in the past. This year they will set up at station 20; have the trucks, Santa and the candy canes available for about three hours. The public will be invited to come to the station. Chief Spahr reported that he is very much concerned with the fall off in attendance at day time calls over the last few months. He cautioned the board not to reduce the monies in the budget to hire part time firefighters in the event that the attendance deteriorates much farther. The Chief requested the board approve the purchase of four sets of turn out gear at a cost of \$7,704.00 and a five inch hydrant valve with three five by four inch adaptors at a cost not to exceed \$ 2000.00. The purchase of the turn out gear would allow for the reduction of two sets in next years budget.(Those items will be considered under timely and important)

District Coordinators Report:

Coordinator Wolfe reviewed his report(see attached).

Insurance Report:

Mr. Wolfe reported he has the Group Life Insurance renewal contract for 2011. We will be adding about four new persons, two of which will be paying for their insurance. Overall it appears with those that have left the department we will have about the same number as last year, that being thirty one. Mr. Wolfe has received a brochure from the Federal Government on the policy covering the insurance on a firefighter loss of life in the line of duty. They place special emphasis on getting all of the details correct. In many cases the coverage has been denied, due to not following the proper procedures. Mr. Wolfe also reported he has looked into the issue of truck 203 coming out of service and being used as a parade piece only. The existing insurance coverage costs \$1,098.00, to insure it for liability only costs \$328. to insure it for liability and physical damage would cost \$402.

As this piece of equipment is owned and titled to the department, this needs to be taken up with the Fire Department.

Treasurers Report

Treasurer Young reported receipts for the month of \$253.00 from the Township for a Hazmat incident. There was also \$15,405.54 recovered from the LOSAP plan. Those monies come from firefighters that have left the department before becoming vested. Comm. Young reviewed his monthly financial report. (See attached)

Joint Board

Comm. Bellizio reported the joint board would be meeting on Wednesday the eighteenth of November here at 8:00 p.m.

Legislative Report:

Comm. Potts reported a bill had been introduced that would require Fire Districts, School Boards, and Counties to share in the burden of property assessment appeal refunds.

7.ORDER OF BUSINESS

A. 2011 Budget Discussion

Treasurer Young presented a power point presentation, with the recommended changes from the October 1st cut draft meeting. Mr. Young emphasized revenue estimates were reduced by \$4,000.00 , thus appropriations had to be reduced by the same amount. The budget impacts were reviewed applying many different scenarios, and pointing out the tax rate impacts. Each approximately \$21,000.00 adds one tenth of a cent to the tax rate. Mr. Young requested that all proposed changes be to him at least one week prior to the December meeting.

B. Resolution #10-27

A resolution authorizing cancellation of the remaining \$15,540.99 of the appropriation of \$45,000.00 for the Trench Rescue/ Confined Space Training Facility. Motion by Comm. Smith, seconded by Comm. Bellizio to approve resolution 10-27 and return the remaining monies to the undesignated capital account. Roll Call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman. Spahr-yes.

C. Resolution 10-28

A resolution authorizing cancellation of a Capital Authorization thereby canceling the remaining \$13,346.44 of the \$650,000.00 approved for the replacement of Engine # 206 and returning those \$13,346.44 to the undesignated Capital Account. A motion to approve resolution # 10-28 by Comm. Smith, seconded by Comm. Potts. Roll Call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith.-yes, Comm. Young-yes, Chairman Spahr-yes.

C. Resolution 10-29

A resolution transferring funds within accounts. A motion by Comm. Young seconded by Comm. Smith to table the resolution to the December meeting. Voice Vote, all voted in the affirmative.

D. Energy Audit

Chairman Spahr reviewed the items recommended for station # 20 and those felt to be appropriate for the station. It has been determined that a decision needs to be made prior to year end in order for the District to take advantage of grant program. The total cost to have all of the work in the audit performed is \$39,000.00. It is not felt that we need to perform much of the work. It was generally agreed we would need to perform less than 50% of the work. All agreed that some of the funds now appropriated in the 2011 budget could be reduced. We all agree that we must be prepared to commit to a specific amount at the December meeting.

E. Resolution 10-30

A resolution authorizing a closed session, at the closing of this meeting. Motion by Comm. Bellizio seconded by Comm. Smith. By a voice vote all voted in the affirmative.

F. Items Timely and Important

A motion by Comm. Bellizio seconded by Comm. Young to purchase four sets of turn out gear, at a cost not to exceed \$7,704.00. Roll Call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

A motion by Comm. Bellizio seconded by Comm. Smith to purchase a five inch hydrant valve and three five inch by four inch adaptors, at a cost not to exceed \$2,000.00. Roll Call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

8 VOUCHER LIST

Comm. Young pointed out there were four additions to the voucher list from that posted. Letter P. Verizon \$285.63, letter Q. United Communications Corp. \$70.15, letter R. Approved Fire Protection Co. \$300.00, and S. Approved Fire Protection Systems \$145.50. Motion to approve the voucher list as amended by Comm. Bellizio seconded by Comm. Smith. Roll Call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

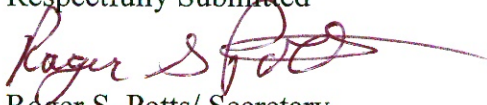
9. ADDRESS FROM THE FLOOR

No one from the floor desired to address the board.

10. ADJOURNMENT

A motion to adjourn and go into closed session by Comm. Bellizio seconded by Comm. Smith. By a voice vote all voted in the affirmative.

Respectfully Submitted



Roger S. Potts/ Secretary

Monmouth Junction Volunteer Fire Department
Monthly Activity Report
October 2010

FIRE RUNS

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

33 Total Runs for 145.76 Man-Hours

DEPARTMENT ACTIVITIES

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

415.50 Man-Hours

Total Man-Hours for October 2010: 561.26

Referrals To Fire Safety – 4

On Scene Called - 2

Coordinators Report November 15, 2010

- Quick Response Fire Protection was at both stations for the quarterly inspection on the fire suppression systems. No problems found. The next inspection, I will try to have them install a relief valve on the system in Station 20 to maintain the pressure in the system. Every time we use the hydrant in the yard it jacks the pressure in the building to over 200 psi.
- Fire & Safety responded two weeks ago to correct the problems that are covered under the warranty on the new Pumper 206. One problem with an air valve still needs to be corrected as does the problem with the Onan generator I reported on last month.
- Approved Fire Protection was on site to calibrate the air monitoring meters we have. A problem with one of the Scott Scouts has put it out of service for repair.
- Worked with Fire Safety last month visiting Pre & Public Schools in our district with a few more to do in the next couple of weeks.
- Friday, the contractor, WaterWays was on site to test all the hose that is over a year old and still in service. Two 4 inch hoses failed the test as did two 1 3/4 inch hoses. They do not need to be replaced at this time.

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

RESOLUTION 10-27

Authorizing Cancellation of Capital Authorization

WHEREAS, the Commissioners of South Brunswick Fire District No. 2 previously received voter approval for \$45,000.00 for the purchase of a Trench Rescue/ Confined Space Training Facility on 12/19/05; and

WHEREAS, \$15,540.99 of the monies approved relative to this project remain and need not be expended; and

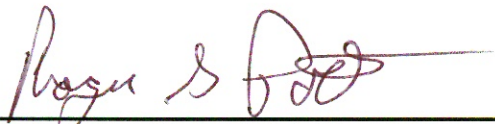
WHEREAS, the Commissioners are desirous of canceling this authorization;

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

(1) The capital authorization relative to the capital project for the purchase of a Trench Rescue/Confined Space Training Facility is hereby cancelled.

(2) The \$15,540.99 of the monies remaining from the project approval shall be placed in the undesignated capital account.

This is to certify that the foregoing is a true copy of a Resolution adopted by the Board of Fire Commissioners at its regular meeting held on November 15, 2010.



Roger S. Potts, Clerk

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

RESOLUTION 10-28

Authorizing Cancellation of Capital Authorization

WHEREAS, the Commissioners of South Brunswick Fire District No. 2 previously received voter approval for \$650,000.00 for the purchase of a Replacement of Engine #206 (1983 Pierce) on 12/15/08; and

WHEREAS, \$13,346.44 of the monies approved relative to this project remain and need not be expended; and


WHEREAS, the Commissioners are desirous of canceling this authorization;

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

(1) The capital authorization relative to the capital project for the purchase of a Replacement of Engine # 206 (1983 Pierce) is hereby cancelled.

(2) The \$13,346.44 of the monies remaining from the project approval shall be placed in the undesignated capital account.

This is to certify that the foregoing is a true copy of a Resolution adopted by the Board of Fire Commissioners at its regular meeting held on November 15, 2010.



Roger S. Potts, Clerk

Resolution 10-29

A resolution for the transfer of funds in the Township of South Brunswick, Fire District #2, for the budget year 2010.

In accordance with N.J.S. 40A:14-78.9, be it resolved on this 20th day of December, 2010 by the Board of Fire Commissioners of the Township of South Brunswick, that the following transfers be made as follows:

<u>Acct.#</u>	<u>Account Title</u>	<u>From</u>	<u>To</u>
A-1	Admin. Salaries & Wages	\$184,525.00	\$171,524.00
O-3	Operations Insurance	\$42,800.00	\$35,300.00
O-8	Uniforms	\$9,700.00	\$17,200.00
O-15	Operating Grant Expenses	\$5,379.00	\$5,380.00
O-16	Facilities Expense	\$57,000.00	\$70,000.00

The reason for the requested change is to accommodate the award of a contract for energy efficiency improvements for Station 20, the purchase of additional turnout gear, and the recognition of an additional \$1 received over what was budgeted from the Supplemental Fire Services Program (SFSP) to be used to offset future insurance costs.

I do hereby certify that the foregoing is a true copy of a resolution passed by the Fire Commissioners of Fire District #2 of the Township of South Brunswick at a meeting duly held on the 20th day of December, 2010.

Roger S. Potts
District Clerk

RESOLUTION 10-30

A RESOLUTION AUTHORIZING A CLOSED SESSION AT THE November 15,, 2010
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 November 15, 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 November 15, 2010.


ROGER S. POTTS/ CLERK