

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 *February 22, 2011*

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 January 18, 2011, Closed Session December 20, 2010
Closed Session January 31, 2011***
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. LOSAP Certification for 2010
 - B. Local Government Energy Project
 - C. Resolution # 11-07 ^{1/5} Closed Session to discuss personnel matters
 - D. Election Results
 - E. Items Timely and Important ✓
7. ***Voucher List (see attached)***
8. ***Address from Floor***
9. ***Adjournment***

Voucher List

<i>A</i>	Christine Smith	\$80.00
<i>B</i>	Supermedia LLC	19.95
<i>C</i>	Midco Waste #689	164.92
<i>D</i>	Kleen-Tec Maintenance LLC	415.00
<i>E</i>	Verizon Wireless	304.32
<i>F</i>	PSE&G	4,150.77 ✓
<i>G</i>	Home News Tribune	66.42
<i>H</i>	Shanahan's Office Solutions	78.36
<i>I</i>	Witmer Public Safety Group, Inc.	295.30
<i>J</i>	Fire Security Technologies, Inc.	1,068.00
<i>K</i>	Mercer County Community College	300.00
<i>L</i>	WTH Technologies, Inc.	619.09
<i>M</i>	Donald C. Rodner, Inc.	565.98
<i>N</i>	Monmouth Junction Vol. Fire Department	709.95
<i>O</i>	Brian Spahr	54.44
<i>P</i>	Valley Distributors	318.60
<i>Q</i>	VFIS	16,216.73 ✓
<i>R</i>	Quest Diagnostics, Inc.	128.50
<i>S</i>	TASC Fire Apparatus, Inc.	61.50
<i>T</i>	TASC Fire Apparatus, Inc.	91.98
<i>U</i>	TASC Fire Apparatus, Inc.	762.05
<i>V</i>	Patricia Wolfe	90.00
<i>W</i>	Anne Chibbaro	90.00
<i>X</i>	Verizon	339.72
<i>Z</i>	Lincoln Financial Advisors	39,390.00 ✓
<i>AA</i>	New Jersey State Assoc. of Fire Districts	300.00
<i>BB</i>	Absolute Fire Protection Co., Inc.	7,987.21 ✓
<i>CC</i>	John J. Maley, Jr.	150.00
<i>DD</i>	Battery Zone, Inc.	268.56
<i>EE</i>	Absolute Fire Protection Co., Inc.	1,931.00
<i>FF</i>	New Jersey Fire Equipment Co.	280.08

approved 3-21-11 [signature]

REGULAR MEETING SOUTH BRUNSWICK TOWNSHIP
BOARD OF FIRE COMMISSIONERS – DISTRICT #2
February 22, 2011

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

4. ADDRESS FROM THE FLOOR

No one from the floor desired to address the Board.

5. APPROVAL OF MINUTES

A motion made by Comm. Potts seconded by Comm. Young to approve the minutes of the January 18, 2011 regular meeting. Roll call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

A motion made by Comm. Young seconded by Comm. Bellizio to approve the minutes of the closed session of December 20, 2010. Roll call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

A motion made by Comm. Smith seconded by Comm. Bellizio to approve the minutes of the January 31, 2011 closed session. Roll call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-abstain, Chairman Spahr-yes.

6. PROFESSIONAL REPORTS

Chief's Report:

Chief Brian Spahr reviewed the January 2011 Activity Report (see attached). The mandatory training has begun and the refresh drills will continue into next month.

Chief Spahr provided everyone with a copy of the 2010 Year End Report. So far, we have had 95 calls for 2011. Reliable Wood on Broadway Road had 3 piles covered in fire with very high winds. We extinguished the fires with foam. We used 37 gallons of Class A foam. Chief Spahr will send a letter to the owner of Reliable and see if we can get reimbursed for the foam. A good job was done by all. There was a carbon monoxide issue at a warehouse on Distribution Way.

This caused some medical issues with some of the staff. A gas meter behind Dayton Plaza was hit by a tractor trailer. The plaza had to be evacuated until PSE&G arrived and fixed the meter. An apartment fire on Northumberland Way caused the evacuation of several units. The sprinkler contained the fire to the laundry room.

Chief Spahr asked if we can start physicals for the firefighters? He would like to complete the physicals by May 1.

Comm. Young stated that he would like to commend Brian and the line officers for an outstanding annual report. Comm. Potts indicated that each year he puts a copy of the annual report in the mail boxes for the township council.

District Coordinator's Report:

Coordinator Wolfe reviewed the Coordinator's Report (see attached).

Highlights of the report are an update on the warranty work for Pumper 206; repair to the Onan generator on Pumper 208 and inspections of generators at Stations 20 and 21; the battery in Pumper 208 was over charged due to a fault in the battery and filled the station with an odor of sulfuric acid. The station was vented and the battery was replaced; recommendation to renew the Preventive Maintenance Agreement from TASC Fire Apparatus, Inc in the amount of \$1,325; more foam was ordered as a result of a fire at Reliable Wood. Reliable suggested submitting an invoice to the company for reimbursement of the cost of some of the foam.

Incentive Program:

Coordinator Wolfe provided the commissioners with proposed change to the policy manual to reflect the change for the clothing allowance from \$275 to \$300 that the Board previously approved.

Insurance Report:

Coordinator Wolfe stated that he filled out the paperwork for workers compensation and the first installment package and the umbrella policies are on the voucher list for tonight.

Treasurer's Report:

Comm. Young indicated that since the last meeting 3 deposits were made. All deposits related to group life reimbursements. The deposits were made on 1/25/11 for \$183.12; one deposit on 2/10/11 for \$459.84; and 2/18/11 for \$198.60.

The 1099 Misc Forms distributed to the commissioners correspond to the 1096 forms that were mailed to the IRS and the State of New Jersey on 2/4/11.

Comm. Young stated that each year he files a 990T Form to get back withheld interest from the checking account. The form is not available yet because of revisions. As soon as the form is available, he will submit it to the IRS.

Comm. Young hopes to close out the financial records for 2010 by the March meeting.

The Budget was approved by DCA prior to the election.

Joint Code Enforcement Board Representation:

The Fire Safety Bureau is still up in the air as of Wednesday night. Depends on the township budget and the union manpower situation, meetings going on. As of 12/1/10, the Fire Sub-Code Official retired and currently the Building Sub-Code Official, Bill Murphy, is licensed to do that job and will continue to do that job until further notice. Some discussion as to whether all 3 districts might be looking into traffic control devices. There is not enough money available to move forward with this. Fire Marshal Alan Laird report indicated they lost one inspector last year and some inspections were not done. 98% of all life hazard uses were completed by the end of December. 100% were inspected but not everything went to re-inspection. 62% of all the local inspections were inspected and 98% of the 62% were completed.

Due to the savings in salary and the increase in local registrations, some revenues went up such as smoke detectors but they had tenancy inspections for commercial that they never had before. The total revenues are about \$7,000 less than salary and benefit costs to run the department and they basically broke even. As of right now, the county fire marshal is handling all county buildings and facilities in South Brunswick Township. South Brunswick no longer has any jurisdiction over those buildings. Alan Laird supplied contact numbers to the chiefs.

There was discussion about putting hydrant markers on the hydrants around town. There are some markers in storage from when Miss Johnson was mayor. There is no manpower but Alan said there is a possibility to look into the Boy Scouts, Girl Scouts, and volunteer groups to install the markers.

There could be probable layoffs in his department and this could affect our contract with the township. Everyone in the township received layoff notices except for the police, public works, and the dispatchers.

Comm. Potts reminded everyone to check the stock of fire detectors because some are out of date and to replace any out of date detectors. We do not want to give out expired fire detectors.

Comm. Smith has copies of the reports that Alan provided for 2010 and everything is up-to-date.

Legislative Report:

Comm. Potts reported that Bill 923 A2545 has a date change for when you have to advertise prior to an election from 40 to 45 days. The Bill also was amended to include the levy caps. The levy caps should occur on the same Election Day. This Bill was passed by both houses last Thursday.

7. ORDER OF BUSINESS

LOSAP Certifications

The list of firefighters who met the qualifying standard has been posted and there have been no complaints. The list is certified as posted.

Energy Report

Chairman Spahr reported that he sent in the wrong report. The contract is short \$503.30. They are not sure if they can do it because they already uploaded the numbers. They do not know if they can add the thermostat and duct control. The Chairman is still waiting to hear back from them as to whether or not they can do it.

Resolution 11-05

A resolution authorizing a closed session at the January 31, 2011 meeting of the Board of Fire Commissioners for the purpose of discussing legal matters, contracts, and, or personal matters. A motion to approve Resolution 11-05 was made by Comm. Young seconded by Comm. Bellizio. Roll call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

Election Results

Comm. Potts reported on the results of the election – the Budget was approved and Comm. Smith was elected. See attached results.

8. MATTERS TIMELY AND IMPORTANT

Preventive Maintenance Agreement

A motion was made by Comm. Smith seconded by Comm. Bellizio to renew the contract with TASC Fire Apparatus for the Hurst tools and power units for a cost of \$1,325. Roll call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

Incentives for Firefighters

Draft of the revision to Policy 04 changing the amount to \$300. This is being introduced tonight and will be put on the agenda for next month to be voted on.

9. VOUCHER LIST

A motion to approve the Voucher List as posted made by Comm. Bellizio seconded by Comm. Smith. Roll call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

10. ADDRESS FROM THE FLOOR

No one from the floor desired to address the Board.

By a voice vote all voted in affirmative to adjourn the meeting.

Meeting adjourned at 8:00 pm.

The next meeting of the Board will be on March 21, 2011 at 7:30 pm.

Respectfully Submitted

Christine Smith, Recording Secretary

Monmouth Junction Volunteer Fire Department
Monthly Activity Report
January 2011

FIRE RUNS

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

52 Total Runs for 350.53 Man-Hours

DEPARTMENT ACTIVITIES

1 Regular Department Monthly Meeting
2 Work Night
1 Drill
1 Board of Fire Commissioner's Monthly mtg
1 Chief's Meeting
1 Line Officer's Meeting

161.84 Man-Hours

Total Man-Hours for January 2011: 512.37

Referrals To Fire Safety - 13

On Scene Called - 0

Coordinators Report

February 22, 2011

- I called Fire & Safety regarding the warranty work to be done on Pumper 206. They have received the part from Hale for the pump. They are waiting for Atlantic Allison Detroit and better weather to come to the station to check the Onan generator and change the part on the Hale pump.
- Cummins Power Systems was at the station to repair the Onan generator on Pumper 208. While they were here they did the site inspection and a building load test on both the standby generators in Station 20 & 21. A new battery was also replaced in the generator at Station 20 as per the maintenance contract we have.
- Yesterday, we had a problem with a battery in Pumper 208, it was being over charged due to a fault in the battery and filled the station with an odor of sulfuric acid. We vented the station and replaced the battery.
- We have a Preventive Maintenance Agreement from TASC Fire Apparatus, Inc. for the maintenance of the Hurst tools and power units. The cost of the agreement is \$1,325.00, \$55.00 higher than last year. I recommend the board renew this agreement.
- As results of a large fire at Reliable Wood Products on Broadway Road we depleted our supply of Class "A" Foam. More was ordered today and after speaking with a supervisor of the company he suggested we forward the invoice to the company in an effort to recover some of the cost of the foam.
- Tonight the Board has the draft change of the "Incentive Programs for Firefighters". Incentive Plan # 1 (Clothing Allowance) change from \$ 275.00 to \$300.00. If the Board agrees to the change it will be on the agenda next month for a vote.

RESOLUTION 11-05
A RESOLUTION AUTHORIZING A CLOSED SESSION AT THE FEBUARY 22,2011
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 Febuary22, 2011, 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 Febuary22, 2011.



ROGER S. POTTS/ CLERK

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

RESOLUTION 11-06
A RESOLUTION AUTHORIZING A CLOSED SESSION AT THE MARCH 8, 2011
MEETING OF THE BOARD OF FIRE
COMMISSIONERS FOR THE PURPOSE OF DISCUSSING
LEGAL MATTERS, CONTRACTS and, or PERSONAL MATTERS.

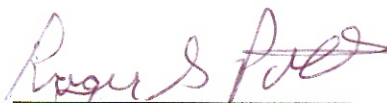
WHEREAS, there exists a need to hold a closed session for the purpose of discussing a matter which falls within the exception of the Open Public Meetings Law, N.J.S.A.10:4-6 et seq to wit: Legal Matters and Contracts

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 March 8 , 2011, 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 March 8, 2011.



ROGER S. POTTS/ CLERK