

Board of Fire Commissioners

Fire District #2

Township of South Brunswick

Regular Meeting
Third Monday at 7:00 P.M.
Monmouth Junction Fire House

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

AGENDA ***July 18, 2022*** ***7:00 PM***

1. Call to Order and Pledge of Allegiance

2. 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 Home News & Tribune, The Princeton Packet, and posted on the bulletin board of the South Brunswick Township Municipal Building, March 2022.

3. Roll Call

4. Public Comment

5. Approval of Minutes

A. June 20, 2022 Regular Meeting

6. Professional Reports

- A. Fire Chief
- B. District Coordinator
- C. Insurance Chairman
- D. Treasurer
- E. Legislative

7. Old Business

- A. Discussion on Sale of 2003 E-One Bronto Sky-Lift
- B. Discussion on Fire Safety Bureau & Firefighter Manpower

8. New Business

- A. Discussion on Renewal of VFIS Special Risk Policy
- B. Discussion on Annual Hose Testing
- C. Discussion on Repairs to Engine 208
- D. Resolution #22-21, Authorizing Application to American Rescue Plan Firefighter Grant
- E. Items Timely and Important

9. Voucher List

(See Attached)

10. Public Comment

11. Adjournment



Voucher List

A	Republic Services #689	137.26
B	Kleen-Tec Maintenance, LLC	455.00
C	Verizon Wireless	243.79
D	PSE&G Co.	1,548.81
E	Verizon	349.84
F	Ready Refresh	115.37
G	Alan Landscaping, LLC	1,213.75
H	Monmouth Junction Vol. Fire Department	472.88
I	Fire and Safety Services, LTD.	73.93
J	Fire and Safety Services, LTD.	111.81
K	Fire and Safety Services, LTD.	9,249.00
L	QRFP Special Services Inc.	400.00
M	VFIS	20,146.00
N	Tasc Fire Apparatus Inc.	2,335.95
O	Fire Security Technologies, Inc.	3,676.44
P	Preferred Batteries	190.40
Q	Richard M. Braslow, Esq.	64.50
R	Scott Smith	140.86
S	Continental Fire & Safety	139.80
T	Access Compliance, LLC	1,314.00
U	South Brunswick Township	59,530.74
V	CMF Business Supplies, Inc.	833.28
W	Agin Signs & Designs	72.00
X	<i>So. Brunswick Fire Dist. No. 2- 268012.00</i>	
	<i>Acct # 7863064833</i>	

REGULAR MEETING
SOUTH BRUNSWICK TOWNSHIP
BOARD OF FIRE COMMISSIONERS – DISTRICT #2
July 18, 2022

APPROVED
8-15-22

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order by Chairman Spahr at 7:00 pm 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. Kazanski
 Comm. Smith
 Comm. Wolfe
 Comm. Young
 Chairman Spahr

4. PUBLIC COMMENT

No one from the floor desired to address the Board.

5. APPROVAL OF MINUTES

A. June 20, 2022 Regular Meeting

Comm. Smith made a motion to approve the minutes of the June 20, 2022 regular meeting, seconded by Comm. Wolfe.

Roll call: Comm. Kazanski - yes, Comm. Smith - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Spahr - yes. Motion Passed.

6. PROFESSIONAL REPORTS

A. Fire Chief's Report

Chief Scott Smith reviewed the Fire Department's June 2022 activity report (see attached).

Chief Smith reported that the Fire Department provided fire protection at the Township's Independence Day fireworks celebration on July 1st.

Chief Smith reported that the Fire Department gave an extrication demonstration for the Police Department's Youth Academy on July 15th.

Chief Smith reported that several members attended the viewing on July 15th for Helmetta Fire Chief Christopher Acs, who died in a motor vehicle accident in our district last week.

Chief Smith reported that the Fire Department has a new junior firefighter Nish Shah. Chief Smith further reported that member Cliff Seyfarth has returned to active firefighter status.

B. District Coordinator's Report

Coordinator Scott Smith reviewed the July 2022 Coordinator's Report (see attached).

C. Insurance Chairman's Report

Coordinator Smith reviewed the July 2022 Insurance Report (see attached).

D. Treasurer's Report

Comm. Young reported that there were two deposits since the last meeting. The first deposit was made on July 12th from the South Brunswick Township Election Account in the amount of \$250.00 for use of the fire station as a polling place for the primary election. The second deposit was made today from South Brunswick Township in the amount of \$264,000.00 for second quarter taxation.

Comm. Young reported that he distributed the latest financial reports to the Commissioner's mailboxes earlier today.

E. Legislative Report

There was no legislative information to discuss.

7. OLD BUSINESS

A. Discussion on Sale of 2003 E-One Bronto Sky-Lift

Coordinator Smith reported that following last month's meeting, the salesman from Red Truck Sales in Florham Park, NJ advised that he contacted Pierce Manufacturing and that they are open to accepting a trade-in of the Bronto, but just need to determine a sale price. Coordinator Smith further reported that the Board may need to consider selling the Bronto before the new aerial is placed in service, should a buyer be found. This topic will be discussed further next month.

B. Discussion on Fire Safety Bureau & Firefighter Manpower

Coordinator Smith reported that he spoke with fire district attorney Richard Braslow, and that he is still waiting to hear back from the State Division of Pensions.

Comm. Smith reported that he spoke with Township Manager Brian Bidlack, and updated him that we are waiting on information from the State. Comm. Smith further reported that he spoke with a member of the township council regarding this topic, and that she is in favor of utilizing the fire inspectors as firefighters to save the taxpayers money.

This topic will be discussed further next month.

8. NEW BUSINESS

A. Discussion on Renewal of VFIS Special Risk Policy

Coordinator Smith reported that he received a quote from VFIS for renewal of the Special Risk policy in the amount of \$500.00, which is \$91.00 less than the current policy that expires on September 30th, and recommended renewing the policy.

Comm. Smith made a motion to approve renewal of the Special Risk policy with VFIS in the amount of \$500.00, seconded by Comm. Wolfe.

Roll call: Comm. Kazanski - yes, Comm. Smith - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Spahr - yes. Motion Passed.

B. Discussion on Annual Hose Testing

Coordinator Smith reported that he received two quotes for the annual hose testing, with the low quote from Waterway, Inc. in the amount of \$3,000.00.

Comm. Young made a motion to approve the annual hose testing with Waterway, Inc. at a cost of \$3,000.00, seconded by Comm. Smith.

Roll call: Comm. Kazanski - yes, Comm. Smith - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Spahr - yes. Motion Passed.

C. Discussion on Repairs to Engine 208

Coordinator Smith reported Campbell Supply Co. determined that the defroster on Engine 208 is leaking coolant, and that the unit will have to be re-cored as a replacement cannot be found due to age. An estimate of \$996.17 was provided for work already performed and the cost to remove the defroster, but a price cannot be provided for the re-coring. Coordinator Smith recommended authorizing the repairs to Engine 208.

Comm. Wolfe made a motion to approve the repairs to Engine 208 by Campbell Supply Co., seconded by Comm. Smith.

Roll call: Comm. Kazanski - yes, Comm. Smith - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Spahr - yes. Motion Passed.

D. Resolution #22-21, Authorizing Application to American Rescue Plan Firefighter Grant

Coordinator Smith reported that he has been reviewing the details of the grant program, which has an application deadline of August 13th. Coordinator Smith further reported that he obtained the New Jersey Department of Treasury Corporate Entity ID Number for the district, and is waiting on the Federal Entity ID Number, which are needed to create a log-in to the State website where the applications are submitted. Coordinator Smith recommended submitting an application for \$50,000 in grant funds, with a 10% match by the District, for the purchase of 10 sets of turnout gear, 10 helmets, and 10 nomex hoods.

Comm. Smith made a motion to approve Resolution #22-21, seconded by Comm. Wolfe.

Roll call: Comm. Kazanski - yes, Comm. Smith - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Spahr - yes. Motion Passed.

E. Items Timely and Important

Comm. Smith reported that the second quarter statement for LOSAP was received from Lincoln Financial Services, which showed a loss of \$297,403.84.

9. VOUCHER LIST

Comm. Young reported that the voucher list has been amended to include one additional item; Item X to South Brunswick Township Fire District No. 2, for the transfer of budgeted reserve funds for future capital outlay, in the amount of \$268,012.00.

Comm. Smith made a motion to approve the voucher list as amended, seconded by Comm. Wolfe.

Roll call: Comm. Kazanski - yes, Comm. Smith - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Spahr - yes. Motion Passed.

10. PUBLIC COMMENT

No one from the floor desired to address the Board.

11. ADJOURNMENT

Comm. Young made a motion to adjourn seconded by Comm. Smith and by a voice vote all voted in affirmative. Meeting adjourned at 7:58 pm.

Respectfully Submitted,

Scott Smith, Fire District Coordinator

Monmouth Junction Volunteer Fire Department
Monthly Activity Report
June 2022

INCIDENT RUNS

- 1 Structure Fires
- Vehicle Fires
- Dumpster/Compactor/Trash/Refuse Fires
- 3 Trees, Brush, Grass, Mulch Fires
- 1 Fires, Other
- Vehicle Extrications (Jaws)
- 3 Motor Vehicle Accident (No Extrication)
- 3 Rescue Call (Elevator, Trench, Confined Space, High Angle, Animal, etc.)
- 3 Haz-Mat Spill / Leak No Ignition
- 1 Arcing / Shorted Electrical Equipment / Power Line Down / Electrical Problem
Hazardous Condition
- 4 Service Call (Unauthorized Burning, Water Problem/Leak, Lockout, etc.)
- 1 Assist Police / EMS / Landing Zone / Missing Person
Stand-By / Cover Assignment
- 2 Dispatched & Cancelled En Route
- 3 Smoke Scare / Odor Removal / Problem
- 9 System Malfunctions
- 12 Unintentional System / Detector Operation
- 2 False Calls / Good Intent
Other

48 Total Runs for 162.98 Man-Hours

DEPARTMENT ACTIVITIES

- 1 Board of Fire Commissioners Meeting
- Chief's Meeting
- Line Officer's Meeting
- 1 Regular Department Monthly Meeting
- Relief Association Meeting
- OEM Meeting
- Meetings, Committee Function, Other
- 2 Work Night
- Work Detail
- 2 Drills
- 6 Training Sessions
- 2 Parade/Wetdown
- 1 Public Relations
- Stand-by Assignment (Non-Incident)
- Viewing/Funeral

215.24 Man-Hours

Total Man-Hours for the Month: 378.22

Fire Safety:

Referrals Sent – 9

Responded to Scene – 14

Fire District Coordinator's Report July 18, 2022

- Engine 206 was taken to Stewart & Stevenson/Atlantic Detroit on 6-21-2022 to diagnose the engine turbo issue. It was determined that the turbo needed to be replaced, which was done and the truck back in service on 6-24-2022.
- Alan Landscaping was at Station 20 on 6-21-2022 to trim the landscaping around the site.
- We took Engine 206 to the Kindercare on Stouts Lane on 6-29-2022 to give a fire safety presentation to the children.
- We took Engine 206 to St. Cecilia's Church on Kingston Lane on 6-30-2022 to flow water for their summer camp's water day.
- We took Engine 206 to Rowland Park on 7-1-2022 to flow water on the last day of the summer baseball camp.
- We took Engine 206 to The Learning Experience on Rt. 1 on 7-11-2022 to give a fire safety presentation to the children.
- We received a recall notice for Brush 202 (2016 Ford F-350) & Utility 209 (2016 Ford F-250) regarding an electrical issue with the driver's air bag in the steering wheel. Ford will notify us when parts are available, and we can continue operating the vehicles in the meantime.
- I am continuing to work on a replacement program for Firehouse Software. The latest price I have from ProPhoenix is \$15,189.07. While this price is high in my opinion, we are not going to find a program for as low as what we pay yearly for Firehouse Software (just under \$1,000). I believe that we can get the cost lower, and will meet with the Fire Official in next week or two to discuss options to share costs.
- FYI, I will be going on vacation for a week starting Saturday August 16th. As such, I will miss the Board's meeting on August 18th.

Insurance:

- There is an invoice on the voucher list to VFIS in the amount of \$20,146.00 for the second and final installment for the insurance coverage under the Portfolio policy.
- There is a discussion under New Business on renewal of our VFIS Special Risk Policy.

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

Resolution #22-21

Authorizing Application to American Rescue Plan Firefighter Grant

WHEREAS, the Commissioners of Fire District No. 2 in the Township of South Brunswick, County of Middlesex, desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$50,000.00 to carry out a project to replace outdated personal protective equipment, including turnout gear, helmets, & protective hoods.

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 Commissioners of Fire District No. 2 are hereby authorized to submit the application for such a grant.
- (2) The Commissioners of Fire District No. 2 recognizes and accepts that the New Jersey Department of Community Affairs (NJ DCA) may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the NJ DCA, does further authorize the execution of any such grant agreement; and also upon receipt of the fully executed agreement from the NJ DCA, does further authorize the expenditure of funds pursuant to the terms of the agreement between South Brunswick Township Fire District No. 2 and the New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED that the persons whose names, titles and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

CHAIRMAN

(Title)

CHARLES G. SPAHR

(Type or Print Name)

Charles G. Spahr

(Signature)

TREASURER

(Title)

THOMAS A. YOUNG JR.

(Type or Print Name)

Thomas A. Young Jr.

(Signature)

I do hereby certify that the foregoing is a true copy of the resolution passed by the Commissioners of Fire District No. 2 in the Township of South Brunswick, County of Middlesex, at a public meeting duly held on the 18th day of July 2022.

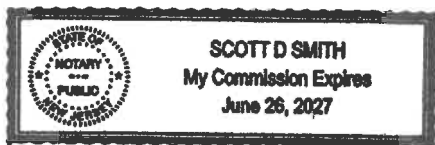
Douglas A. Wolfe
Douglas A. Wolfe / District Clerk

BOARD MEMBER	AYE	NAY	ABSTAIN	ABSENT
Comm. Kazanski	✓			
Comm. Smith	✓			
Comm. Wolfe	✓			
Comm. Young	✓			
Chairman Spahr	✓			

Sworn to and subscribed before me this

18th day of July 2022.

Scott D. Smith
Notary Public of New Jersey



COMMISSION #50063018