

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
August 15, 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. July 18, 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 Chief's Request for Operations Items
 - B. Items Timely and Important
- 9. Voucher List***

(See Attached)
- 10. Public Comment***
- 11. Executive Session Resolution***
 - A. Resolution #22-22, Authorizing a Closed Session at the August 15, 2022 Regular Meeting
- 12. Executive Session***
 - A. Personnel Matters / Contractual Negotiations
- 13. Adjournment***

Voucher List

<i>A</i>	Republic Services #689	137.26
<i>B</i>	Kleen-Tec Maintenance, LLC	455.00
<i>C</i>	Verizon Wireless	242.70
<i>D</i>	PSE&G Co.	2,022.21
<i>E</i>	Verizon	349.82
<i>F</i>	Ready Refresh	145.35
<i>G</i>	Alan Landscaping, LLC	688.75
<i>H</i>	Scott Smith	240.00
<i>I</i>	W.B. Mason Co., Inc.	204.83
<i>J</i>	Continental Fire & Safety	735.00
<i>K</i>	Continental Fire & Safety	518.00
<i>L</i>	Gear Wash	443.75
<i>M</i>	Access Compliance, LLC	796.00
<i>N</i>	Witmer Public Safety Group Inc.	1,458.75
<i>O</i>	Municipal Emergency Svcs	4,818.63
<i>P</i>	Monmouth Junction Vol. Fire Department	11,220.39
<i>Q</i>	Auto King Parts & Supplies	311.80
<i>R</i>	Creative Solutions	157.50
<i>S</i>	Eastern Fire Equipment Services	1,425.00
<i>T</i>	Gannett New Jersey Newspapers	125.30
<i>U</i>	Campbell Supply Company	1,385.83
<i>V</i>	VFIS	500.00
<i>W</i>	Preferred Batteries	116.60

APPROVED

REGULAR MEETING
SOUTH BRUNSWICK TOWNSHIP
BOARD OF FIRE COMMISSIONERS – DISTRICT #2
August 15, 2022

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. July 18, 2022 Regular Meeting

Comm. Wolfe made a motion to approve the minutes of the July 18, 2022 regular meeting, seconded by Comm. Smith.

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

Deputy Chief Sean Wert reviewed the Fire Department's July 2022 activity report (see attached).

Deputy Chief Wert reported that the Fire Department attended the Police Dept.'s National Night Out event at Rowland Park on August 2nd.

Deputy Chief Wert reported that the Fire Department provided an engine and standby crew at the Middlesex County Fair on August 4th.

Deputy Chief Wert reported that member Sean Hernandez successfully completed Firefighter I at the Somerset County Fire Academy earlier this month.

Deputy Chief Wert reported that the Fire Department has a new junior firefighter, Akshay Kamat.

B. District Coordinator's Report

Comm. Smith read the August 2022 Coordinator's Report in the absence of Coordinator Scott Smith (see attached).

C. Insurance Chairman's Report

Comm. Smith read the August 2022 Insurance Report in the absence of Coordinator Scott Smith (see attached).

D. Treasurer's Report

Comm. Young reported that there were no deposits since the last meeting.

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

Comm. Smith reported that Coordinator Smith left a message for the contact person at Red Truck Sales in Florham Park, and that he is still waiting to hear back from Pierce with a trade-in figure.

B. Discussion on Fire Safety Bureau & Firefighter Manpower

Comm. Smith reported that a memo was received by the Fire Safety Bureau from the labor attorney for the inspector's union. According to the memo, it is the attorney's opinion that as fire protection in the township is provided by the fire districts, the duties of the Township fire inspectors cannot be changed to include firefighting unless an ordinance is passed. The attorney also stated that there are pension and worker's compensation concerns should an inspector be injured or killed while performing firefighting duties.

Comm. Smith reported that Coordinator Smith spoke with fire district attorney Richard Braslow, who spoke with several representatives at the State Division of Pensions. According to Mr. Braslow, it is the State's opinion that the inspectors cannot perform firefighting duties unless they are enrolled in the Police & Fire Retirement System.

This topic will be discussed further next month.

8. NEW BUSINESS

A. Discussion on Chief's Request for Operations Items

Deputy Chief Wert requested approval to have the mobile and portable radios re-programmed by Tactical Public Safety at a cost not to exceed \$3,000.00.

Comm. Young made a motion to approve the re-programming of the mobile & portable radios by Tactical Public Safety at a cost not to exceed \$3,000.00, seconded by Comm. Wolfe.

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

B. Items Timely and Important

Comm. Wolfe made a motion to extend the employment of the part-time/intern until the end of the year on an as needed basis, seconded by Comm Young.

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

9. VOUCHER LIST

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

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. EXECUTIVE SESSION RESOLUTION

A. Resolution #22-22, Authorizing a Closed Session at the August 15, 2022 Regular Meeting

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

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

Comm. Young made a motion to move into executive session seconded by Comm. Wolfe and by a voice vote all voted in affirmative.

The executive session commenced at 7:45 pm, at which point Comm. Smith excused himself due to a personal conflict.

12. EXECUTIVE SESSION

A. Personnel Matters / Contractual Negotiations

13. ADJOURNMENT

Comm. Young made a motion to adjourn seconded by Comm. Wolfe and by a voice vote all voted in affirmative. Meeting adjourned at 9:08 pm.

Respectfully Submitted,

Scott Smith, Fire District Coordinator

Monmouth Junction Volunteer Fire Department
Monthly Activity Report
July 2022

INCIDENT RUNS

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

61 Total Runs for 313.97 Man-Hours

DEPARTMENT ACTIVITIES

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

226.09 Man-Hours

Total Man-Hours for the Month: 540.06

Fire Safety:

Referrals Sent – 11

Responded to Scene – 20

Fire District Coordinator's Report August 15th, 2022

- Our computer tech from OK Enterprises was on site multiple days the week of 7-25-2022 to address email server issues.
- Support Unit 207 went to Campbell Supply on 7-26-2022 for preventive maintenance and several repairs. The truck was back on 8-2-2022. Parts were ordered to repair the inoperable fuel gauge and leaking brakes master cylinder, and the truck will need to go back to Campbell's shop once the parts are received.
- We took Tower 201 to Master Peter's Martial Arts Academy in Liberty Mall on 8-4-2022 to give a fire safety presentation to their summer camp.
- Engine 208 went to Campbell Supply on 8-8-2022 for repairs to the windshield defroster, which is leaking coolant, as well as several other minor repairs.
- The week of 8-22-2022 will be the last full week for our part-time/summer intern Pedro Sanchez. He has been a big help over the summer, working on numerous projects. I will provide a summary prior to next month's meeting on the items Pedro has worked on. If it is okay with the Board, I would like to have him work several more days before the end of the year when he is available. I have several items for him to work on, including helping with hose testing in September, setting up for the Fire Prevention Week open house in October, and visiting schools and day cares to teach fire safety in October/November (if we perform the visits this year).
- As the Board approved last month, I completed and submitted our application to the State's American Rescue Plan Firefighter Grant on 8-9-2022. Grant awards should be announced in October. The grant was submitted for the purchase of 10 sets of turnout gear, 10 helmets, and 10 hoods. The total cost of our project is \$49,300; \$44,370 in grant funds was requested, with a 10% match from the Fire District in the amount of \$4,930.00.
- As I reported on last month, I continue to have discussions with the software company ProPhoenix as a possible replacement to the Firehouse Software program. I have discussed with the Fire Safety Bureau the possibility of a joint purchase of the new software program. There is a substantial up-front cost for the purchase and set-up of the program as well as yearly fees. The Fire Official is considering paying the up-front/set-up costs for the program, then splitting the yearly costs. I will have more to report next month.

Insurance:

- There is an invoice on the voucher list to VFIS in the amount of \$500.00 for renewal of the Special Risk policy, as approved by the Board last month.

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

Resolution #22-22

Authorizing a Closed Session at the August 15, 2022 Regular Meeting

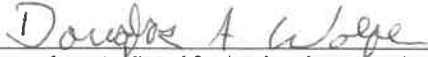
WHEREAS, there exists a need to hold a closed session for the purpose of discussing matters which fall within the exception of the Open Public Meetings Law, N.J.S.A.10:4-6 et seq to wit: Legal Matters and Contracts; and

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 August 15, 2022 meeting of the Commissioners of Fire District No. 2 in the Township of South Brunswick, County of Middlesex be closed to the public for discussion of the aforesaid; and

BE IT FURTHER RESOLVED, that the matters 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.

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 15th day of August 2022.


Douglas A. Wolfe / District Clerk

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

APPROVED

Minutes for Closed Session on August 15, 2022

Members present:

Commissioner Chuck Spahr
Commissioner Tom Kazanski
Commissioner Doug Wolfe
Commissioner Tom Young

Meeting notes:

Commissioner Tom Kazanski reported at the meeting that Commissioner Wolfe and he met with Scott regarding changes to the last contract.

Some of the changes were a number of sick days, vacation days, etc. The main concern was to have the Board pay for Scott's share of his Health Insurance, relieving him of that cost. Commissioner Kazanski checked with the Township and was told that every employee that worked in the township paid a percent of their Health Insurance. The Commissioners felt that Scott would have to pay his percent of Health Insurance and the Board would compensate in other ways. The Commissioners wanted Commissioner Kazanski and Wolfe to take the changes on the contract back to Scott for his review.

Meeting adjourned at 8:15pm

Clerk, Doug Wolfe