

# Board of Fire Commissioners

Fire District #2

Township of South Brunswick

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

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

## ***AGENDA*** ***May 20, 2024*** ***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 2024.
- 3. Roll Call***
- 4. Public Comment***
- 5. Approval of Minutes***
  - A. April 15, 2024 Regular Meeting
- 6. Professional Reports***
  - A. Fire Chief
  - B. District Coordinator
  - C. Insurance Chairman
  - D. Treasurer
  - E. Legislative
- 7. Old Business***
  - A. Discussion on Firefighter Manpower
- 8. New Business***
  - A. Resolution #24-26, Approval of Local Finance Board Findings
  - B. Discussion on Sale of 2003 E-One Bronto Sky-Lift
  - C. Resolution #24-27, Authorizing Disposal of Personal Property
  - D. Discussion on Renewal of Station Alarm Monitoring Contract
  - E. Discussion on Property Maintenance Project at Station 20
  - F. Items Timely and Important
- 9. Voucher List***

(See Attached)
- 10. Public Comment***
- 11. Adjournment***

**Voucher List**

<b>A</b>	Republic Services #689	177.17
<b>B</b>	Kleen-Tec Maintenance, LLC	320.00
<b>C</b>	Verizon Wireless	242.60
<b>D</b>	PSE&G Co.	2,097.57
<b>E</b>	Verizon	463.90
<b>F</b>	Ready Refresh	384.87
<b>G</b>	Marin Landscaping LLC	668.75
<b>H</b>	Clarion Events, Inc.	256.00
<b>I</b>	Agin Signs & Designs	228.00
<b>J</b>	Fire and Safety Services, LTD.	1,576.60
<b>K</b>	Fire and Safety Services, LTD.	2,199.45
<b>L</b>	Fire and Safety Services, LTD.	10,598.46
<b>M</b>	Scott Smith	118.39
<b>N</b>	Matt Pinter Door Company	1,875.00
<b>O</b>	Municipal Emergency Services, Inc.	1,264.00
<b>P</b>	New Jersey State Association of Fire Districts	300.00
<b>Q</b>	Electronic Measurement Labs, Inc.	435.00
<b>R</b>	OK Enterprises, LLC	75.00
<b>S</b>	Richard M. Braslow, Esq.	175.00
<b>T</b>	Monmouth Junction Vol. Fire Department	277.84
<b>U</b>	Monmouth Junction Vol. Fire Department	84.04
<b>V</b>	Ideal Plumbing & Heating LLC	315.00
<b>W</b>	W.B. Mason Co., Inc.	334.27
<b>X</b>	Bunker Hill Tree Service	400.00
<b>Y</b>	Fire Flow Services Inc.	1,600.00
<b>Z</b>	Air & Gas Technologies	1,190.00
<b>AA</b>	Continental Fire & Safety	82.00
<b>BB</b>	Gannett New York-New Jersey LocaliQ	221.00
<b>CC</b>	Access Complaine, LLC	931.00
<b>DD</b>	Mercer County Community College	40.00
<b>EE</b>	Fire Security Technologies, Inc.	3,626.00
<b>FF</b>	Fire Security Technologies	1,148.00
<b>GG</b>	Witmer Public Safety Group Inc.	393.61
<b>HH</b>	Witmer Public Safety Group Inc.	3,155.31
<b>II</b>	Somerset County Emergency Services Training Academy	270.00
<b>JJ</b>	Cummins Sales and Service	1,080.09

~~KK~~  
KK

PELLEGRINO CHEVROLET

~~57,575.00~~  
← 57,515.00

REGULAR MEETING  
SOUTH BRUNSWICK TOWNSHIP  
BOARD OF FIRE COMMISSIONERS – DISTRICT #2  
May 20, 2024

APPROVED

**1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

The meeting was called to order by Vice-Chairman Spahr at 7:00 pm followed by a salute to the flag.

**2. NOTICE OF COMPLIANCE**

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

**3. ROLL CALL**

Present:     Comm. Kazanski  
              Comm. Spahr  
              Comm. Wolfe  
              Comm. Young

Not Present: Chairman Smith

**4. PUBLIC COMMENT**

No one from the floor desired to address the Board.

**5. APPROVAL OF MINUTES**

**A. April 15, 2024 Regular Meeting**

Comm. Wolfe made a motion to approve the minutes of the April 15, 2024 regular meeting, seconded by Comm. Kazanski.

Roll call: Comm. Kazanski - yes, Comm. Spahr - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Smith – not present. Motion Passed.

**6. PROFESSIONAL REPORTS**

**A. Fire Chief's Report**

Chief Scott Smith reviewed the Fire Department's April 2024 activity report (see attached).

Chief Smith reported that the engineers at Pierce Manufacturing are reviewing the specifications for the new aerial. There have been several minor changes made since the pre-construction trip in March. Construction is tentatively planned to start in September, with final inspection in December.

Chief Smith reported that the Fire Department has one new junior firefighter, Zayne Mogadati.

**B. District Coordinator's Report**

Coordinator Scott Smith reviewed the May 2024 Coordinator's Report (see attached).

**C. Insurance Chairman's Report**

Coordinator Smith reviewed the May 2024 Insurance Report (see attached).

#### **D. Treasurer's Report**

Comm. Young reported that there was one deposit through the end of April. The deposit was made on April 30<sup>th</sup> in the amount of \$270,357.50 from South Brunswick Township for 1<sup>st</sup> quarter taxation. Comm. Young reported that the Township is still waiting on information from the State regarding the fire district election, and that the check was issued based on the 2023 tax rate.

Comm. Young reported that he distributed the latest financial reports through the posted voucher list to the Commissioner's mailboxes this morning.

Comm. Young reported that the computer tech set-up remote server access so he can now work from home.

#### **E. Legislative Report**

Comm. Young reported that the next meeting of the State Association of Fire Districts is on June 1<sup>st</sup>.

### **7. OLD BUSINESS**

#### **A. Discussion on Firefighter Manpower**

Chief Smith reported that the joint daytime program has been in service for about a month and a half. The crew answered over 50 calls in the first month, 18 of which were in our district. There was a meeting of commissioners and fire chiefs on May 7<sup>th</sup> to discuss the program and operations in general. Chief Smith reported that everyone seems to be pleased with the program thus far and there will continue to be monthly meetings going forward.

Chief Smith reported that he drafted a press release regarding the program, which has been sent out to the joint committee for review.

### **8. NEW BUSINESS**

#### **A. Resolution #24-26, Approval of Local Finance Board Findings**

Comm. Young made a motion to approve Resolution #24-26, seconded by Comm. Wolfe. Roll call: Comm. Kazanski - yes, Comm. Spahr - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Smith – not present. Motion Passed.

#### **B. Discussion on Sale of 2003 E-One Bronto Sky-Lift**

Coordinator Smith reported that with the delivery of the new aerial anticipated around the end of the year, he recommends listing the 2003 E-One Bronto Sky-Lift for sale as soon as possible. Coordinator Smith recommended listing the truck for sale with two used fire truck companies, Brindlee Mountain Fire Apparatus and Firetec, as neither require exclusive agreements and have similar commission agreements. Specification details on the 2003 E-One truck was sent to both companies, and are in agreement with listing the truck at a sale price of \$200,000 with a stipulation to consider reasonable offers. Coordinator Smith reported that a resolution was received from Fire District Attorney Richard Braslow giving authority to sell the truck upon delivery of the new truck, or sooner at the Board's discretion.

#### **C. Resolution #24-27, Authorizing Disposal of Personal Property**

Comm. Young made a motion to approve Resolution #24-27, and list the 2003 E-One Bronto Sky-Lift for sale with both Brindlee Mountain Fire Apparatus and Firetec at a starting price of \$200,000, seconded by Comm. Wolfe.

Roll call: Comm. Kazanski - yes, Comm. Spahr - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Smith – not present. Motion Passed.

#### **D. Discussion on Renewal of Station Alarm Monitoring Contract**

Coordinator Smith reported that he received the renewal of the burglar and fire alarm system monitoring contracts for the fire stations from Fire Security Technologies at a cost of \$1,148.00.

Comm. Young made a motion to approve the renewal of the station alarm monitoring contracts by Fire Security Technologies at a cost of \$1,148.00, seconded by Comm. Wolfe.

Roll call: Comm. Kazanski - yes, Comm. Spahr - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Smith – not present. Motion Passed.

#### **E. Discussion on Property Maintenance Project at Station 20**

Coordinator Smith reported that he received a quote from Hidden Valley Outdoors LLC to perform pressure washing of the sidewalk and base of the block walls around Station 20 at a cost of \$1,099.00.

Comm. Wolfe made a motion to approve the pressure washing at Station 20 by Hidden Valley Outdoors LLC at a cost not to exceed \$1,110.00, seconded by Comm. Young.

Roll call: Comm. Kazanski - yes, Comm. Spahr - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Smith – not present. Motion Passed.

#### **F. Items Timely and Important**

There were no items Timely and Important to discuss.

### **9. VOUCHER LIST**

Comm. Young reported that that voucher list has been amended to include one additional item; Item KK to Pellegrino Chevrolet in the amount of \$57,515.00.

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

Roll call: Comm. Kazanski - yes, Comm. Spahr - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Smith – not present. 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. Wolfe and by a voice vote all voted in affirmative. Meeting adjourned at 7:47 pm.

Respectfully Submitted,

Scott Smith, Fire District Coordinator

Monmouth Junction Volunteer Fire Department  
Monthly Activity Report  
April 2024

**INCIDENT RUNS**

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

**51 Total Runs for 202.63 Man-Hours**

**DEPARTMENT ACTIVITIES**

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

**210.17 Man-Hours**

**Total Man-Hours for the Month: 412.80**

**Fire Safety:**

*Referrals Sent – 4*

*Responded to Scene – 18*

## Fire District Coordinator's Report May 20, 2024

- The gym equipment that was sold on the Gov Deals website was picked up by the buyer on 4-19-2024.
- Ready Refresh was on site on 4-25-2024 to clean and service the water coolers at both stations.
- Fire Flow Services performed the NFPA fire pump testing on Tower 201 and Engines 204, 206 & 208 on 4-26-2024. All pumps passed testing. Several minor items in need of repair were identified on Engine 208 and will be corrected during the annual PM's.
- Air & Gas Technologies was at Station 21 on 4-29-2024 to perform the 6-month service on the Bauer breathing air compressor.
- Ideal Plumbing & Heating was at Station 21 on 4-30-2024 to repair a leaking toilet.
- Mechanics from Fire & Safety Services were on site on 5-2-2024 & 5-7-2024 to perform the preventive maintenance on the boom of Tower 201, which was not completed last year.
- A tech from Cummins Power Systems performed the 6-month preventive maintenance on the standby generators at both stations on 5-3-2024.
- Like last year, a rep from the US Dept. of Agriculture placed insect traps around the Station 20 site on 5-6-2024 to monitor for potential foreign pests that may be of concern for natural resources or agricultural commodities. The traps will be checked every (2) weeks and will be removed from the site in late summer/early fall.
- Fire Security Technologies performed the annual fire alarm system inspection at both stations on 5-13-2024.
- A tech from Cummins Power Systems was at Station 21 on 5-14-2024 to troubleshoot a fault alarm on the standby generator. The issue was determined to be a faulty coolant temperature sensor. A replacement part has been ordered.
- Trugreen performed the second of three lawn treatments at both stations on 5-15-2024.
- We received notification on 5-16-2024 that the new chief's vehicle will be delivered some time this week. The vehicle will first be going to Gino's Auto Body to have the roof and posts painted to match the rest of the fleet on 6-17-2024.

**Insurance:**

- We received the necessary payroll information from the Township to complete the annual audit of our Travelers workers comp. policy on 4-18-2024. The audit was re-classified as compliant and there is no penalty.
- I met with a Risk Control Associate from Travelers on 5-1-2023 at Station 20, who performed a loss analysis survey. Surveys are performed every 3 to 4 years, with the last survey performed in April 2021. We discussed our claim history and various training programs we have in place, and performed a walkthrough of the building. We received compliments on all programs with no recommendations at this time.
- With the anticipated delivery of the new chief's vehicle this week, we have added the car to our Portfolio policy with VFIS. An invoice for the addition to our coverage will be sent.



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

Resolution #24-26

Approval of Local Finance Board Findings

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WHEREAS, the Commissioners of Fire District No. 2 in the Township of South Brunswick, County of Middlesex, applied to the Local Finance Board for capital project financing; and

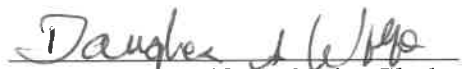
WHEREAS, the Local Finance Board adopted a resolution approving same as attached; and

WHEREAS, the Commissioners have reviewed the resolution and agree with the findings of same.

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) In accordance with statute, the Commissioners hereby acknowledge receipt of and review of the resolution of the Local Finance Board as attached and approve of same.
- (2) A copy of this resolution upon adoption and the required affidavit shall be provided to the Local Finance Board.

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 20<sup>th</sup> day of May 2024.

  
Douglas A. Wolfe / District Clerk

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

**AFFIDAVIT**

We, the undersigned, hereby acknowledge that we have received and reviewed the Local Finance Board resolution attached and approve of same.

(1) CHARLES G. SPAHR  
Print Name

Charles G Spahr  
Signature

(2) THOMAS A. YOUNG JR.  
Print Name

Thomas A. Young Jr.  
Signature

(3) DOUGLAS A WOLFIE  
Print Name

Douglas A Wolf  
Signature

(4) CHARLES M. SMITH  
Print Name

Charles M. Smith  
Signature

(5) THOMAS KAZANSKI  
Print Name

Thomas Kazanski  
Signature



## State of New Jersey

DEPARTMENT OF COMMUNITY AFFAIRS  
101 SOUTH BROAD STREET  
PO BOX 803  
TRENTON, NJ 08625-0803

JACQUELYN A. SUÁREZ  
*Acting Commissioner*

PHILIP D. MURPHY  
*Governor*

TAHESHA L. WAY  
*Lieutenant Governor*

**\*REVISED\***  
**LOCAL FINANCE BOARD  
RESOLUTION**

**WHEREAS**, a proposed project financing has been submitted to the Local Finance Board for review pursuant to N.J.S.A. 40A:5A-6 by the Board of Fire Commissioners of the Township of South Brunswick Fire District No. 2; and

**WHEREAS**, the Local Finance Board has held a hearing pursuant to N.J.S.A. 40A:5A-7 on February 14, 2024, to review a proposed project financing in an amount not to exceed \$1,400,000 to finance the acquisition of a Pierce triple combination pumper; and

**WHEREAS**, the Local Finance Board has given consideration to those matters, to the extent applicable, as provided for by Law, and has examined estimates, computations or calculations made in connection with such submissions and has required the production of such papers, documents, witnesses or information and taken such action which it has deemed necessary for its review of such submission;

**NOW, THEREFORE, BE IT RESOLVED** that the Local Finance Board does hereby make the following findings:

- a) that the project cost has been determined by reasonable and accepted methods;
- b) that the method proposed for the funding of the project cost, proposed or maximum terms and provision of the financing and of a proposed service contract are not unreasonable nor impracticable, and would not impose an undue and unnecessary financial burden on the local inhabitants within the Authority's jurisdiction or would not materially impair the ability to pay promptly the principal of and the interest on the outstanding indebtedness thereof or to provide essential public services to the inhabitants thereof;
- c) that the proposed or maximum terms and conditions of the sale are, in light of current market conditions for obligations of similar quality, reasonable;

**BE IT FURTHER RESOLVED** that the Local Finance Board does not deem it necessary to make any of the recommendations with regard to this project financing which the Board is authorized to make pursuant to N.J.S.A. 40A:5A-8; and

**\*REVISED\***

Local Finance Board

Board of Fire Commissioners of the Township of South Brunswick Fire District No. 2

February 14, 2024

**BE IT FURTHER RESOLVED** that the Board of Fire Commissioners of the Township of South Brunswick Fire District No. 2 shall, within 30 days of the closing date of the financing that is the subject of this resolution, file with the Executive Secretary of the Local Finance Board a statement setting forth a complete accounting of the actual issuance costs incurred by the Board of Fire Commissioners of the Township of South Brunswick Fire District No. 2 in undertaking the financing which statement shall include the following: the name of the Board of Fire Commissioners of the Township of South Brunswick Fire District No. 2; the closing date of the financing; the total amount of the financing; the name of the professionals or others who provided services to the Board of Fire Commissioners of the Township of South Brunswick Fire District No. 2 in undertaking the financing; the estimated dollar amount for each type of issuance cost as set forth in the application submitted by the Board of Fire Commissioners of the Township of South Brunswick Fire District No. 2 to the Local Finance Board with regard to the financing; and the actual dollar amount for each type of issuance cost incurred by the Board of Fire Commissioners of the Township of South Brunswick Fire District No. 2 in undertaking the financing; and

**BE IT FURTHER RESOLVED** that the details of the issuance of any permanent bonds associated with this application as included in the term sheet (closing statement) shall be promptly provided to the Executive Secretary by forwarding a copy of said term sheet (closing statement); and


**BE IT FURTHER RESOLVED** that the Executive Secretary of the Local Finance Board is hereby authorized and directed to certify or endorse such documents or instruments as may be necessary, convenient or desirable in order to carry out the purpose and provisions of the Law and this Resolution; and

**BE IT FURTHER RESOLVED** that pursuant to N.J.S.A. 40A:5A-7, the governing body of the Authority shall provide to the Executive Secretary within 45 days of receipt of this resolution, the required Authority resolution and affidavit; and

**BE IT FURTHER RESOLVED** that this Resolution shall take effect immediately.

APPROVED BY:  
THE LOCAL FINANCE BOARD

DATE: February 14, 2024

  
NICHOLAS BENNETT  
EXECUTIVE SECRETARY  
LOCAL FINANCE BOARD

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

Resolution #24-27

Authorizing Disposal of Personal Property

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WHEREAS, the Board of Fire Commissioners of South Brunswick Township Fire District No. 2 is the owner of a 2003 Emergency One Bronto Sky-Lift 118' articulating platform; and


WHEREAS, the Fire District will no longer need to utilize the fire truck and wishes to dispose of same in accordance with New Jersey statute by selling the fire truck to a third party; and

WHEREAS, such sale will be as is with no implied or express warranties and will further be conditioned upon the party receiving the fire truck executing a hold harmless and indemnification agreement relative to use of the fire truck.

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 sale of the fire truck in accordance with New Jersey statute is hereby authorized.
- (2) The referenced fire truck will remain in service by the Fire District and not provided to a third party until the Fire District receives delivery of the new fire truck, or unless otherwise determined within the discretion of the Fire District.

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 20<sup>th</sup> day of May 2024.

  
Douglas A. Wolfe / District Clerk

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