

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 15, 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. June 17, 2024 Regular Meeting
 - B. June 17, 2024 Closed Session
- 6. Professional Reports***
 - A. Fire Chief
 - B. District Coordinator
 - C. Insurance Chairman
 - D. Treasurer
 - E. Legislative
- 7. Old Business***
 - A.
- 8. New Business***
 - A. Discussion on Annual Hose Testing
 - B. Discussion on Creation of New Position
 - C. Discussion on Fire Operations
 - D. Resolution #24-29, Resolution Recognizing the 100th Anniversary of the Monmouth Junction Volunteer Fire Department
 - E. Items Timely and Important
- 9. Voucher List***

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

Voucher List

<i>A</i>	Republic Services #689	176.00
<i>B</i>	Kleen-Tec Maintenance, LLC	455.00
<i>C</i>	Verizon Wireless	242.60
<i>D</i>	PSE&G Co.	2,483.22
<i>E</i>	Verizon	459.70
<i>F</i>	Ready Refresh	117.88
<i>G</i>	Marin Landscaping LLC	968.75
<i>H</i>	Scott Smith	150.50
<i>I</i>	Monmouth Junction Vol. Fire Department	288.84
<i>J</i>	KC Service	31.00
<i>K</i>	Approved Fire Protection Co.	327.72
<i>L</i>	Tactical Public Safety LLC	238.95
<i>M</i>	Continental Fire & Safety	230.00
<i>N</i>	Agin Signs & Designs	400.00
<i>O</i>	Sodexo, Inc. & Affiliates	588.21
<i>P</i>	VFIS	22,281.00
<i>Q</i>	Continental Fire & Safety	141.00
<i>R</i>	Middlesex County Treasurer	1,485.86
<i>S</i>	Access Compliance, LLC	1,311.00
<i>T</i>	Witmer Public Safety Group Inc.	1,069.59
<i>U</i>	Mercer County Community College	490.00
<i>V</i>	Fire Security Technologies, Inc.	775.00
<i>W</i>	TLP Climate Control Systems Inc.	1,799.55
<i>X</i>	Continental Fire & Safety	1,209.30
<i>Y</i>	Witmer Public Safety Group Inc.	1,340.90
<i>Z</i>	Gino's Auto Body Shop	2,461.90
<i>AA</i>	South Brunswick Township Fire District #3	9,853.25
<i>BB</i>	Agin Signs & Designs	2,600.00

APPROVED

REGULAR MEETING
SOUTH BRUNSWICK TOWNSHIP
BOARD OF FIRE COMMISSIONERS – DISTRICT #2
July 15, 2024

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

2. NOTICE OF COMPLIANCE

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

3. ROLL CALL

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

4. PUBLIC COMMENT

No one from the floor desired to address the Board.

5. APPROVAL OF MINUTES

A. June 17, 2024 Regular Meeting

Comm. Wolfe made a motion to approve the minutes of the June 17, 2024 regular meeting, seconded by Comm. Spahr.

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

B. June 17, 2024 Closed Session

Comm. Spahr made a motion to approve the minutes of the June 17, 2024 closed session, seconded by Comm. Wolfe.

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

6. PROFESSIONAL REPORTS

A. Fire Chief's Report

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

Chief Smith reported that the Fire Department held a live-burn drill at the Mercer County Fire Academy on June 27th.

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 12th.

Chief Smith reported that the Fire Department has a new probationary firefighter, Veeral Dass.

B. District Coordinator's Report

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

C. Insurance Chairman's Report

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

D. Treasurer's Report

Comm. Young reported that there was one deposit since the last meeting. The deposit was made on June 24th in the amount of \$270,357.50 from South Brunswick Township for second quarter taxation. Comm. Young reported that the taxation check is again based on the 2023 tax rate.

Comm. Young reported that he distributed the latest financial reports to the Commissioner's prior to the meeting.

Comm. Young reported that he is going to start putting together financials for the 2025 budget.

E. Legislative Report

Comm. Young reported that the minutes of the June meeting of the State Association of Fire Districts are available for review.

7. OLD BUSINESS

There was no Old Business to discuss.

8. NEW BUSINESS

A. 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 \$3,480.00.

Comm. Spahr made a motion to approve the annual hose testing with Waterway, Inc. at a cost of \$3,480.00, seconded by Comm. Wolfe

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

B. Discussion on Creation of New Position

Chairman Smith reported that a draft job posting/description has been created for the position of Firefighter. There was a brief discussion on the requirements of the position, including age range, previous firefighting experience, and college experience. The topic will be discussed further at the August meeting.

C. Discussion on Fire Operations

Chief Smith reported that there was a joint meeting of Commissioners and Fire Chiefs from all three districts on July 2nd. Topics discussed included daily station assignments, daily turnout gear shuttling between stations, standardizing turnout gear specs, and mutual aid response practices. Chief Smith further reported that new accountability tags will be ordered so as to have different color tags for the three departments and the daytime staff.

Chief Smith reported that the daytime staff has designed a logo and would like to order t-shirts. Comm. Young requested that Fire District 3 pay for the shirts and submit invoices to the other districts for reimbursement.

Chief Smith reported that there was a discussion on the installation of traffic signal preemption equipment at the intersections along Route 1, as the daytime crew has to cross-over the highway frequently. A preliminary quote was received for the equipment and installation, and the State DOT has been contacted. Fire District 1 previously allocated funding for the installation of the equipment at the Route 1 and New Road intersection, and will be looking into the project further.

D. Resolution #24-29, Resolution Recognizing the 100th Anniversary of the Monmouth Junction Volunteer Fire Department

Comm. Young made a motion to approve Resolution #24-29, seconded by Comm. Wolfe. Roll call: Comm. Kazanski - yes, Comm. Spahr - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Smith - yes. Motion Passed.

Comm. Spahr made a motion to approve the purchase of shirts for the Fire Department's 100th anniversary at a cost not to exceed \$2,500.00, seconded by Comm. Wolfe.

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

E. Items Timely and Important

Chairman Smith reported that the second quarter LOSAP statement was received from Lincoln Financial Services, with the combined value of all accounts totaling approximately \$1,514,000.

Comm. Smith reported that the Fire Department completed their 2023 audit and submitted the required documentation to the Board in compliance with the fire protection contract

9. VOUCHER LIST

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

Roll call: Comm. Kazanski - yes, Comm. Spahr - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Smith - 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. Wolfe and by a voice vote all voted in affirmative. Meeting adjourned at 8:06 pm.

Respectfully Submitted,

Scott Smith, Fire District Coordinator

Monmouth Junction Volunteer Fire Department
Monthly Activity Report
June 2024

INCIDENT RUNS

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

48 Total Runs for 274.16 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, Recruitment Drive, Other
- 1 Work Night
- Work Detail
- 2 Drills
- Training Sessions
- Parade/Wetdown
- Public Relations
- Stand-by Assignment (Non-Incident)
- Viewing/Funeral

167.15 Man-Hours

Total Man-Hours for the Month: 441.31

Fire Safety:

Referrals Sent – 11

Responded to Scene – 16

Fire District Coordinator's Report July 15, 2024

- Approved Fire Protection was at Station 20 on 6-18-2024 to perform the 6-month inspection of the kitchen hood fire suppression system.
- As reported last month, the new chief's vehicle was taken to Gino's Auto Body on 6-17-2024 to have the roof and posts white. The painting was completed on 6-21-2024. The car went to Agins Signs on 6-25-2024 for lettering, which was completed the following day. The car will be going shortly to East Coast Emergency Lighting for final upfitting of all equipment.
- A tech from Cummins Power Systems was at Station 21 on 7-3-2024 to replace a faulty coolant temperature sensor on the standby generator.

Insurance:

- There is an invoice on the voucher list to VFIS in the amount of \$22,281.00 for the second and final installment on the Portfolio policy.

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

Resolution #24-29

Resolution Recognizing the 100th Anniversary of the
Monmouth Junction Volunteer Fire Department

WHEREAS, the Monmouth Junction Volunteer Fire Department was organized on August 24, 1924, and has faithfully served South Brunswick Township and the surrounding communities for 100 years; and

WHEREAS, throughout its proud history, the Monmouth Junction Volunteer Fire Department has responded to countless fires and emergencies, protecting lives and property with steadfast dedication and courage, continuing the proud tradition of the American Fire Service; and

WHEREAS, countless men and women of the Monmouth Junction Volunteer Fire Department have served and continue to serve with valor and professionalism, ensuring the safety, health and well-being of their community; and

WHEREAS, the members of the Monmouth Junction Volunteer Fire Department go beyond emergency response, actively participating in fire prevention activities, public education programs, and community events, fostering a culture of safety and preparedness.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of Fire District No. 2 in the Township of South Brunswick, County of Middlesex proudly recognizes the 100th anniversary of the Monmouth Junction Volunteer Fire Department and expresses its deepest gratitude for a century of outstanding service to the community; and

BE IT FURTHER RESOLVED, that we acknowledge the countless volunteers who have served with pride and distinction, risking their own lives to ensure the safety of others, and recognize the ongoing dedication and sacrifice of the current members; and

BE IT FURTHER RESOLVED, that we pledge our continued support to the Monmouth Junction Volunteer Fire Department as it enters its next century, confident that its unwavering commitment to protecting our community will continue their proud legacy of public service.

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 July 2024.


Douglas A. Wolfe / District Clerk