

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 17, 2026*** ***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 notice filed with the Township Clerk, posted on the legal notices page of the Fire District website, and posted on the bulletin board of the South Brunswick Township Municipal Building, March 2026.

3. Roll Call

4. Public Comment

5. Approval of Minutes

A. July 20, 2026 Regular Meeting

6. Professional Reports

- A. Fire Chief
- B. District Coordinator
- C. Insurance Chairman
- D. Treasurer
- E. Legislative
- F. Joint Firefighter Program

7. Old Business

A. Class B Foam Update

8. New Business

A. Items Timely and Important

9. Voucher List

(See Attached)

10. Public Comment

11. Adjournment

Voucher List

A	Republic Services #689	236.57
B	Kleen-Tec Maintenance, LLC	600.00
C	Verizon Wireless	236.74
D	PSE&G Co.	2,535.78
E	Verizon	536.99
F	Primo Brands	227.78
G	Marin Landscaping LLC	695.00
H	Fire-Dex GW, LLC	692.75
I	Air & Gas Technologies	1,437.02
J	Malouf Chevrolet – Cadillac Inc.	1,346.27
K	Electronic Measurement Labs, Inc.	576.35
L	TruGreen	703.10
M	Matt Pinter Door Company	362.00
N	Monmouth Junction Vol. Fire Department	12,766.12
O	W.S. Darley & Co.	498.57
P	Richard M. Braslow, Esq.	240.00
Q	USA Today Media Corp.	68.54
R	Georgia Steel & Chemical Company, Inc.	314.94
S	US Electrical Services, Inc.	555.72
T	Scott Smith	82.00
U	Access Compliance, LLC	578.00
V	Mercer County Community College	1,150.00
W	TLP Climate Control Systems, Inc.	2,445.43
X	TLP Climate Control Systems, Inc.	600.00
Y	Witmer Public Safety Group Inc.	307.00
Z	Eckert Fire Tactics LLC	950.00
AA	Somerset County Emergency Services Training Academy	350.00
BB	Alizio Sealcoating, Inc.	6,566.50
CC	<i>CMF BUSINESS SUPPLIES, INC.</i>	<i>114.12</i>

APPROVED
9/21/2026

REGULAR MEETING
SOUTH BRUNSWICK TOWNSHIP
BOARD OF FIRE COMMISSIONERS – DISTRICT #2
August 17, 2026

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order by Chairman Smith at 7:03 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. B. Spahr
Comm. C. 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. July 20, 2026 Regular Meeting

Comm. Young made a motion to approve the minutes of the July 20, 2026 regular meeting, seconded by Comm. B. Spahr.

Roll call: Comm. B. Spahr – yes, Comm. C. Spahr – yes, Comm. Wolfe – yes, Comm. Young – yes, Chairman Smith – yes. Motion Passed.

6. PROFESSIONAL REPORTS

A. Fire Chief's Report

Chief Scott Smith read the July 2026 fire department activity report.

Chief Smith reported that the Fire Department participated in an ice cream social event at Sondek Park on July 26th, which was hosted by the Ladies Auxiliary, and that benefited the NJ Fire & EMS Lifeline.

Chief Smith reported that the Fire Department attended the township's National Night Out event at Rowland Park on August 4th.

Chief Smith reported that 8 firefighters attended the CEVO driver training program hosted by the Kingston Fire Company on August 6th.

Chief Smith reported that the Fire Department provided an engine and crew to standby at the Middlesex County Fair in East Brunswick on August 9th.

Chief Smith reported that there are currently four members enrolled in Firefighter I at the county fire academies.

B. District Coordinator's Report

Coordinator Scott Smith reviewed the August 2026 Coordinator's report.

C. Insurance Chairman's Report

Coordinator Smith reported that there was no insurance information to discuss this month.

D. Treasurer's Report

Comm. Young reported that there were three deposits since the last meeting. The first deposit was made on July 6th in the amount of \$32,610.88 from South Brunswick Township for reimbursement out of the dedicated penalty account for the purchase of equipment for operations. The second deposit was made on July 23rd in the amount of \$118.75 from Gov Deals for the sale of surplus lighting equipment. The third deposit was made on July 28th in the amount of \$107.35 from Gov Deals for the sale of surplus computer equipment.

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

Comm. Young reported that he will begin discussion on capital projections as part of the 2027 budget process at next month's meeting.

E. Legislative Report

Comm. Young reported that there are no minutes available for any of the meetings so far this year for the State Association of Fire Districts. The next meeting of the Association will be during the Wildwood convention next month.

F. Joint Firefighter Program

Chairman Smith reported that the last joint meeting was held on August 4th. The position of full-time firefighter was posted from August 3rd to August 14th, and a total of 9 applications were received. Representatives from all three districts will review the applications and look to schedule interviews in September.

7. OLD BUSINESS

A. Class B Foam Update

Chief Smith reported that he received notification from the Middlesex County Fire Marshal that they have secured the funds to purchase Class B foam for the fire departments in the county, but there is no timeline on delivery as of yet. The purchase of the foam by the county will save the district approximately \$8,500. Chief Smith further reported that the county has scheduled foam training at the fire academy in September.

8. NEW BUSINESS

A. Items Timely and Important

Chairman Smith reported that Lincoln Financial Services will no longer be providing quarterly LOSAP account statements to the district, but will continue to provide the year-end statement.

Chairman Smith reported he spoke with the property owner of Liberty Mall about the overgrowth along the fence line between the mall and Station 21. Chairman Smith reported that the owners agreed to clear the overgrowth, with their landscapers starting the work today.

Chairman Smith reported that he will be obtaining quotes to repair the chain-link fence at Station 21 along the property line on the Quincy Circle side of the site, as well as quotes to put down top soil and grass seed behind the building.

9. VOUCHER LIST

Comm. Young reported that the voucher list has been amended to include one additional item: Item CC to CMF Business Supplies, Inc. in the amount of \$114.12.

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

Roll call: Comm. B. Spahr – yes, Comm. C. 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 7:30 pm.

Respectfully Submitted,

Scott Smith, Fire District Coordinator

Monmouth Junction Volunteer Fire Department
Monthly Activity Report
July 2026

INCIDENT RUNS

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

65 Total Runs for 252.91 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
	Work Night
	Work Detail
3	Drills
1	Training Sessions
	Parade/Wetdown
2	Public Relations
	Duty Crew / Stand-by Assignment (Non-Incident)
	Viewing/Funeral
	Misc. Function (Meeting, Committee Function, Recruitment, etc.)

234.32 Man-Hours

Total Man-Hours for the Month: 487.23

Fire Safety:

Referrals Sent – 12

Responded to Scene – 22

Fire District Coordinator's Report

August 17, 2026

- A technician from TLP Climate Control Systems was at Station 20 on 7-23-2026 to troubleshoot an issue with the member's room air conditioner. A faulty capacitor in the rooftop unit was diagnosed and the necessary repairs were made.
- A mechanic from Fire & Safety Services was at Station 20 on 7-24-2026 to troubleshoot a check engine light on Tower 201. Several items were checked, but did not correct the fault. A mechanic from Cummins Power Systems was on site on 7-28-2026 and determined the issue to be a faulty fuel pressure sensor, which was replaced.
- Car 200 (2024 Chevrolet Tahoe) went to Malouf on 7-27-2026 for routine service, with Car 210 (2019 Chevrolet Tahoe) going on 7-29-2026.
- Matt Pinter Door Company was at Station 20 on 7-29-2026 to repair a safety sensor on an engine bay door.
- Technicians from TLP Climate Control Systems were at Station 20 on 7-30-2026 to replacement the fan motor on the office rooftop AC unit. Techs were back on site on 8-5-2026 to troubleshoot an issue with the office system.
- Alizio Seal Coating seal-coated the driveway/parking lot at Station 21 on 7-31-2026 and performed line striping on 8-1-2026. The parking areas at Station 20 not paved over the last two years were seal-coated on 8-12-2026 and line striping done on 8-14-2026.
- A subcontractor for Sodexo Roth was at Station 20 on 8-5-2026 to address several minor roof leaks.
- A mechanic from Stewart Stevenson was at Station 21 on 8-10-2026 to address several motor issues on Engine 206.
- An inspector from the Middlesex County Office of Health Services stopped by Station 20 on 8-17-2026 to perform an emergency generator inspection. The inspector confirmed all of the serial and model numbers were the same as what was on file for the permit on our generator and checked the engine hours. An inspector was last on site in April 2024.

Insurance:

- There are no insurance items to report this month.