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
October 19, 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. September 21, 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***
8. ***New Business***
   - A. Resolution #26-21, Establishing the Compensation for Members of the Board of Fire Commissioners for Fiscal Year 2027
   - B. Discussion on Special Capital Meeting
   - C. 2027 Budget Discussion
   - D. Items Timely and Important
9. ***Voucher List***

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

Voucher List

A	Republic Services #689	233.58
B	Kleen-Tec Maintenance, LLC	480.00
C	Verizon Wireless	236.74
D	PSE&G Co.	2,332.67
E	Verizon	539.72
F	Primo Brands	48.97
G	Marin Landscaping LLC	1,415.00
H	ESO Solutions, Inc.	4,240.40
I	Creative Solutions	190.00
J	Approved Fire Protection & Security	202.00
K	Monmouth Junction Vol. Fire Department	307.73
L	Monmouth Junction Vol. Fire Department	1,112.04
M	McMaster-Carr	151.58
N	Sodexo, Inc. & Affiliates	1,674.13
O	Quick Response Fire Protection	400.00
P	USA Today Media Corp.	68.54
Q	Positive Promotions, Inc.	1,718.22
R	K.C. Service	148.00
S	Empire Fitness Services, Inc.	300.00
T		
U		
V		
W		
X		
Y		
Z		

Approved
11-16-2026

REGULAR MEETING
SOUTH BRUNSWICK TOWNSHIP
BOARD OF FIRE COMMISSIONERS – DISTRICT #2
October 19, 2026

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. 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. September 21, 2026 Regular Meeting

Comm. Wolfe made a motion to approve the minutes of the September 21, 2026 regular meeting, 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.

6. PROFESSIONAL REPORTS

A. Fire Chief's Report

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

Chief Smith reported that the Fire Department held their annual fire prevention week open house at Station 20 on October 4th, with over 300 guests attending.

Chief Smith reported that the Fire Department attended the grand opening ceremony for the addition to the public library on October 17th.

B. District Coordinator's Report

Coordinator Scott Smith reviewed the October 2026 Coordinator's report (see attached).

C. Insurance Chairman's Report

Coordinator Smith reviewed the October 2026 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 October 14th in the amount of $322,678.50 from South Brunswick Township for third quarter taxation.

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

E. Legislative Report

Comm. C. Spahr reported that the State Association of Fire Districts will be raising dues to $400.00.

F. Joint Firefighter Program

Chairman Smith reported that the last joint meeting was held on October 6th, with attendees reviewing the qualifications of the individuals that applied for the position of firefighter. Chairman Smith also reported that he brought up the shared services agreement, which expires at the end of this year, and will be working on possible updates to the agreement.

Interviews were held on October 9th for the 6 applicants who met all requirements of the posting, with representatives from all three districts, fire chiefs, and Captain Pisano attending. Chairman Smith reported that the fire chiefs and Captain Pisano subsequently met to discuss the interviews and all were in agreement to offer the position to Edward Chabak, who accepted. Mr. Chabak has served as a per-diem firefighter for approximately 10 years, pre-dating the creation of the joint program where he served Fire District 3. Chairman Smith will contact the human resources office at the township to obtain enrollment paperwork.

Chairman Smith reported that a proposal was received by all three fire districts from the township fire inspectors to utilize them as firefighters to supplement the joint program in the daytime. The proposal included a request for the districts to fund the difference in the pension system contribution to bring the inspectors under the Police & Fire Retirement System. Chairman Smith reported that the proposal was discussed at the joint meeting on October 6th, where it was agreed by all parties that we were not interested in funding the proposal.

7. OLD BUSINESS

There was no old business to discuss.

8. NEW BUSINESS

A. Resolution #26-21, Establishing the Compensation for Members of the Board of Fire Commissioners for Fiscal Year 2027

Comm. Young reported that the resolution contains no raise in the compensation rates for the commissioners for 2027. Once approved, a copy of the resolution will go to the Township Council for review. The Council will pass a resolution approving the rates, with a copy of the resolution being included in the 2027 fire district budget package.

Comm. B. Spahr made a motion to approve Resolution #26-21, seconded by Comm. Wolfe.

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

B. Discussion on Special Capital Meeting

Comm. Young reported that based on the discussion at last month's meeting where projected capital appropriations and expenditures were reviewed, he recommends holding a special capital meeting in December to seek voter approval for two projects. The first project is for the purchase of replacement air packs and cylinders, as it appears unlikely that the district will be awarded an Assistance to Firefighter's Grant. The second project is funding for the down payment on the new Engine 208. Delivery of the truck is expected in early 2028, with this funding allowing for the ordering of equipment in 2027, some of which might have extended delivery times. As both projects would be funded without the need to finance, the district can hold the special capital meeting to obtain voter approval so the funds can be placed in the 2027 budget. Comm. Young recommended holding the meeting on December 7th, which is the same night as the budget meeting.

C. 2027 Budget Discussion

Comm. Young reported that he has been working on the 2027 fire district budget, and has been giving consideration to the replacement of the support unit and rescue truck following Chief Smith's presentation last month. In reviewing the capital projections, capital funds already committed for apparatus, and other significant cost increases such as employee benefits costs, Comm. Young expressed his opinion to increase the fire district tax rate by .03 cents in 2027. It was also Comm. Young's recommendation to seek voter approval for a new rescue truck in mid-2027, which would push projected delivery of the truck to 2031, thereby reducing pressure on funding. The 2027 budget will be discussed further at next month's meeting.

D. Items Timely and Important

Chairman Smith reported that he obtained a quote from Bay Breeze Home Services, LLC for the replacement of the suspended heater in the maintenance shop at Station 21, which the current heater is the original unit in the building and well over 30 years old. The quote was in the amount of $2,600.00, and includes removal and disposal of the existing unit, as well as parts and labor for the new heater.

Comm. Wolfe made a motion to approve the replacement of the Station 21 maintenance shop heater by Bay Breeze Home Services, LLC at a cost of $2,600.00, 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.

Comm. Wolfe made a motion to hold a special capital meeting on December 7th to seek approval for the purchase of air packs and cylinders at a cost of $400,000.00 and the down payment portion for the new Engine 208 in the amount of $200,000.00, 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.

9. VOUCHER LIST

Comm. C. Spahr made a motion to approve the voucher list as posted, 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.

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 8:13 pm.

Respectfully Submitted,

Scott Smith, Fire District Coordinator

Monmouth Junction Volunteer Fire Department
Monthly Activity Report
September 2026

INCIDENT RUNS

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

60 Total Runs for 160.24 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
1	Work Night
	Work Detail
2	Drills
1	Training Sessions
	Parade/Wetdown
2	Public Relations
	Duty Crew / Stand-by Assignment (Non-Incident)
	Viewing/Funeral
1	Misc. Function (Meeting, Committee Function, Recruitment, etc.)

152.05 Man-Hours

Total Man-Hours for the Month: 312.29

Fire Safety:

Referrals Sent – 12 *Responded to Scene – 16*

Fire District Coordinator's Report
October 19, 2026

- Air & Gas Technologies was at Station 21 on 9-24-2026 to troubleshoot an issue with the Bauer breathing air compressor. A technician returned on 10-14-2026 to replace a faulty compressor drain valve.

- Empire Fitness Services was at Station 20 on 10-9-2026 to service the gym equipment.

- We began the fire safety education presentations at the schools with the pre-school classes at Dayton School on 10-14-2026 and at Deans School on 10-16-2026. We will be visiting the kindergarten and remaining pre-school classes at the other elementary schools over the next month.

Insurance:

- One of our members suffered a medical emergency at the Mercer County Fire Academy during a training class on 10-7-2026 and was transported to the Capital Health Regional Medical Center in Trenton. The member was discharged from the hospital that evening. Notifications of the incident were sent to VFIS & Travelers.

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

Resolution #26-21

Establishing the Compensation for Members of the Board of Fire Commissioners
For Fiscal Year 2027

WHEREAS, N.J.S.A. 40A:14-88 provides that each member of the Board of Fire Commissioners shall receive as compensation such amounts as the Board shall fix; and

WHEREAS, N.J.S.A. 40A:14-88 further provides that the compensation so fixed shall be subject to review by the governing body wherein the Fire District is located; and

WHEREAS, the compensation for members of the Board is set forth in Schedule A to the resolution.

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 shall receive the compensation set forth on the attached schedule subject to review by the governing body of the municipality.

(2) A copy of this resolution shall be forwarded to the governing body of the municipality upon adoption.

SCHEDULE A

CHAIRMAN	$6,000.00	x 1	=	$6,000.00
VICE-CHAIRMAN	$4,750.00	x 1	=	$4,750.00
TREASURER	$12,500.00	x 1	=	$12,500.00
CLERK	$5,500.00	x 1	=	$5,500.00
COMMISSIONER	$4,750.00	x 1	=	$4,750.00

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 19th day of October 2026.

Brian C. Spahr / District Clerk