

Board of Fire Commissioners

Fire District #2
Township of South Brunswick

Regular Meeting
Third Monday at 8 P.M.
Monmouth Junction Fire House

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

AGENDA ***January 19, 2010***

1. 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 South Brunswick Post, The Home News & Tribune and posted on the bulletin board of the South Brunswick Township Municipal Building, March 2009.

2. Roll Call

3. Address From the Floor

4. Approval of Minutes November 16, 2009, December 21, 2009

5. Professional Reports

- A. Fire Chief
- B. District Coordinator
- C. Insurance Chairman
- D. Treasurer
- E. Joint Code Enforcement Board Representatives
- F. Legislative Report

6. Order of Business

- A. Public Hearing on 2010 Budget
- B. Resolution # 10-01 Adoption of 2010 Budget
- C. LOSAP Certification for 2009
- D. Sale of Truck 206
- E. Resolution # 10-02 Authorizing the sale of surplus Equip. on an Online Sale Website
- F. Local Government Energy Audit
- G. Resolution # 10-03 Executive Session to discuss personnel matters
- H. Items Timely and Important

7. Voucher List (see attached)

8. Address from Floor

9. Adjournment

Voucher List

<i>A</i>	Melanie Flagg	\$80.00
<i>B</i>	Doug Wolfe	29.50 46.53
<i>C</i>	Idearc Media LLC	19.95
<i>D</i>	Midco Waste #689	149.09
<i>E</i>	Verizon	312.42
<i>F</i>	Verizon Wireless	330.46
<i>G</i>	PSE&G	3,316.51
<i>H</i>	Kleen-Tec Maintenance LLC	415.00
<i>I</i>	Auto-Plus	26.33
<i>J</i>	Travelers RMD	15,365.00
<i>K</i>	Deutsche Bank National Trust Company	26,057.86
<i>L</i>	Home News Tribune	111.04
<i>M</i>	Home News Tribune	899.00
<i>N</i>	Somerset County Emerg. Service Training Academy	750.00
<i>O</i>	Nat Alexander Company, Inc.	3,300.00
<i>P</i>	Shanahan's	122.99
<i>Q</i>	Shanahan's	13.90
<i>R</i>	Shanahan's	106.26
<i>S</i>	Fire Apparatus Magazine	30.00
<i>T</i>	Dr. Harvey S. Weingarten	395.00
<i>U</i>	Absolute Fire Protection Co.	296.00
<i>V</i>	Absolute Fire Protection Co.	569.00
<i>W</i>	Treasurer Middlesex County	75.00
<i>X</i>	Image System For Business, Inc.	5,592.00
<i>Y</i>	Mc Master Carr Supply Company	59.30
<i>Z</i>	RHA Communications	255.00
<i>AA</i>	Township of South Brunswick	23,397.93
<i>BB</i>	Township of South Brunswick	4,457.58
<i>CC</i>	Township of South Brunswick	16,930.07
<i>DD</i>	VFIS	3,795.00
<i>EE</i>	BatterZone, Inc.	293.15
<i>FF</i>	AUTO KING PARTS & SUPPLIES	779.26
<i>GG</i>	ABSOLUTE Fire Protection	13,544.84
<i>HH</i>	ABSOLUTE Fire Protection	945.76

app 3-15-09
10/17

**REGULAR MEETING
BOARD OF FIRE COMMISSIONERS – DISTRICT #2
January 19, 2010**

CALL TO ORDER

The meeting of the Board of Fire Commissioners was called to order by Chairman Spahr at 7:30 PM, followed by the flag salute.

NOTICE OF COMPLIANCE

Chairman Spahr read the Public Law Meeting Notice of the Public Laws of 1975.

ROLL CALL

Mr. Bellizio-present, Mr. Potts-present, Mr. Smith-present, Mr. Young-present, Mr. Spahr-present.

ADDRESS FROM THE FLOOR

No one came forward.

APPROVAL OF MINUTES

Mr. Smith made a motion to table the approval of the Regular Meeting Minutes of November 16, 2009, and December 21, 2009, seconded by Mr. Young. No discussion.

Roll Call:

Mr. Bellizio-yes, Mr. Potts-yes, Mr. Smith-yes, Mr. Young-yes, Mr. Spahr-yes.

All in favor. Motion approved.

PROFESSIONAL REPORTS

Chief's Report: (See Attached)

The Chief gave his December 2009 Report and his 2009 Year End Activity Report. Chief Spahr talked about the mandatory drill(s) and that there will be 3 company training in January. The Line Officers will be meeting to put together a schedule for 3 joint training sessions for 2010. Tentatively there is a training class scheduled for February 21, 2010 with the CAFS Training Institute to go over the HALE Foam System. The Chief discussed the laptop and computer software, (4 units installed) and currently working out any problems that arise. The Chief was sent a picture by e-mail of the progress of the new truck and all is on schedule for late February. The Departments installation dinner is Saturday evening; Kendall Park will have standby coverage from 6:00 – 12:00. He explained the paging system issues have been resolved. The list of qualified LOSAP participants will be posted on the board.

District Coordinator's Report: (See Attached)

Mr. Wolfe gave his January 2010 report and added that if the maintenance contract for OK Enterprises is approved; the contract will be reviewed after 3 – 4 months to be sure the hours are sufficient. He added the Fire Safety Bureau inspected Station #21 last week and found a couple of deficiencies. The Department has 2 new members, Dave Wallace who will start school in the Fall and Eric Schipmann who will start school next week.

Both will be riding out of Station #20. Mr. Young recommended that the Board take action on the maintenance contract for OK Enterprises at the March meeting.

Insurance Chairman's Report:

Mr. Wolfe reported the Accident and Sickness Policy premium increased by \$119 due to accident and sickness enhancements. Mr. Young stated the price of last year's Accident and Sickness Policy (\$3,674). Mr. Potts recommended having the insurance representative come to a Fire Department meeting and speak to the members about their benefits. Mr. Wolfe will contact our insurance representative.

Treasurer's Report:

Mr. Young reported there were no receipts since the last meeting. All paperwork has been sent to the auditor. The 1099's will be issued the end of January or early February. He distributed in the Board's mailboxes the 2009 and 2010 Status of Revenues and Expenditures vs. Budget for all to review. He added that he will not be closing out 2009 until March.

Joint Code Enforcement Board Representatives's Report:

Mr. Smith stated the next Joint Board meeting will be Wednesday, February 17th.

Legislative Report:

Mr. Potts reported there were a number of bills signed in the lame duck session. He went into further detail regarding several other bills that he knew about and stated there were others related to fire but has not had the chance to review them all.

ORDER OF BUSINESS

Public Hearing on 2010 Budget

Mr. Young received an e-mail from the DCA the budget was approved with no changes. Mr. Smith made a motion to open the floor for public hearing on the 2010 budget, seconded by Mr. Bellizio. All in favor. Motion approved. There was no public comment. Mr. Smith made a motion to close the public hearing portion of the 2010 budget, seconded by Mr. Bellizio. All in favor. Motion approved.

Resolution 10-01 Adoption of 2010 Budget

Mr. Potts read Resolution 10-01 Adoption of 2010 Budget (page 12 of the budget document). Mr. Smith made a motion to accept Resolution 10-01 Adoption of the 2010 Budget, seconded by Mr. Bellizio. No discussion.

Roll Call –

Mr. Bellizio-yes, Mr. Potts-yes, Mr. Smith-yes, Mr. Young-yes, Mr. Spahr-yes.
All in favor. Motion approved.

LOSAP Certification for 2009

Mr. Potts received the 2009 LOSAP Certification list from the Chief and stated there were 26 active fire fighters that qualified. The list will be posted for 30 days. Mr. Potts reviewed the guidelines that were received from the Local Finance Board regarding no cost of living (COL) increase for 2009 LOSAP is permitted.

Sale of Truck 206

Mr. Spahr explained that the auction of sale of Truck 206 on the internet was postponed for two weeks. There were two calls received from East Brunswick, one before the East Brunswick Commissioner's meeting and one during the Commissioner's meeting. The figures have remained the same since October and we have had no contact from East Brunswick since.

A copy of the equipment list, Resolution and contract for on line services was forward to Mr. Braslow for his review. He has no problem with any of it. Mr. Spahr reviewed the timeframes and proper protocol of the online procedure through Auction Liquidation Services.

Resolution 10-02 Authorizing the Sale of Surplus Equipment on an Online Sale Website
Mr. Potts read Resolution 10-02 authorizing the sale of surplus equipment on an online sale website. Motion to accept Resolution 10-02 authorizing the sale of surplus equipment on an online sale website, seconded by Mr. Smith. No discussion.

Roll Call –

Mr. Bellizio-yes, Mr. Potts-yes, Mr. Smith-yes, Mr. Young-yes, Mr. Spahr-yes.
All in favor. Motion approved.

Mr. Young thanked Mr. Spahr for all his time and effort in this endeavor.

Local Government Energy Audit

Mr. Wolfe explained that there will be a kick off meeting on January 26th at 9:30 am with the company performing the local government energy audit. They will review all paperwork and plans of both buildings and hopes to be completed during this meeting.

Resolution 10-03 Executive Session to Discuss Personnel Matters

Mr. Potts read Resolution 10-03. Mr. Young made a motion to adopt Resolution 10-03 Executive Session to discuss personnel matters and to go into executive session after the address from the floor, seconded by Mr. Bellizio. No discussion.

Roll Call –

Mr. Bellizio-yes, Mr. Potts-yes, Mr. Smith-yes, Mr. Young-yes, Mr. Spahr-yes.
All in favor. Motion approved.

Items Timely and Important

Antenna Repair

Mr. Smith made a motion not to exceed \$1,000 for the antenna repair at Station 20 and to make an inquiry with the insurance company regarding our deductable, seconded by Mr. Potts. No discussion.

Roll Call –

Mr. Bellizio-yes, Mr. Potts-yes, Mr. Smith-yes, Mr. Young-yes, Mr. Spahr-yes.
All in favor. Motion approved.

VOUCHER LIST (See Attached)

Mr. Bellizio made a motion to accept the voucher list as amended, B – Doug Wolfe \$29.50 should be \$46.63, adding FF – Auto King Parts & Supplies for \$779.26, GG – Absolute Fire Protection for \$13,544.84, and HH – Absolute Fire Protection for \$945.76, seconded by Mr. Smith. No discussion.

Roll Call –

Mr. Bellizio-yes, Mr. Potts-yes, Mr. Smith-yes, Mr. Young-yes, Mr. Spahr-yes.

All in favor. Motion approved.

Mr. Smith commented that he would like to thank everyone for all their work and efforts for a job well done this past year (2009).

ADDRESS FROM THE FLOOR

None

Mr. Young made a motion at 8:20 pm to go into Executive Session, seconded by Mr. Smith. All in favor. Motion approved.

ADJOURNMENT

Mr. Young made a motion to adjourn the meeting, seconded by Mr. Bellizio. All in favor. Motion approved. Meeting adjourned 9:16 p.m.

Respectfully Submitted,

Melanie Flagg, Secretary
BOFC – Dist #2

Next Meeting Date: Tuesday, February 16, 2010

Monmouth Junction Volunteer Fire Department
Monthly Activity Report
December 2009

FIRE RUNS

22	System Malfunctions
12	False Calls
1	Structure Fires
3	Vehicle Fires
-	Refuse Fires
1	Spill / Leak No Ignition
3	Arcing / Shorted Electrical Equipment
0	Fires
1	Assist Police / EMS
2	Trees, Brush, Grass Fires
0	Extrications
0	Hazardous Condition
3	Smoke Scare
0	Rescue Call
2	Smoke / Odor Removal
1	Service Call
0	Stand-By / Cover Assignment
3	Other

54 Total Runs for 265.37 Man-Hours

DEPARTMENT ACTIVITIES

1	Regular Department Monthly Meeting
2	Work Night
1	Training Sessions/Drills
0	Office of Emergency Management Mtg
1	Board of Fire Commissioner's Monthly mtg
1	Line Officer's Meeting
0	Public Relations
0	Committee Function
0	Chief's meeting
0	Truck Committee Meeting

182.75 Man-Hours

Total Man-Hours for December 2009:448.12

Referrals To Fire Safety – 10

On Scene Called - 4

Monmouth Junction Volunteer Fire Department 2009 Year End Activity Report

FIRE RUNS

195	System Malfunctions
120	False Calls
26	Structure Fires
12	Vehicle Fires
0	Refuse Fires
24	Spill / Leak No Ignition
14	Arcing / Shorted Electrical Equipment
4	Fires
2	Assist Police / EMS
14	Brush Fires
4	Extrications
6	Hazard Condition
2	Rescue Call
10	Water Problem
-	Severe Weather / Lightning Strike
11	Good Intent Call
30	Smoke/Odor Scare or Removal
4	Stand-by
16	Other

494 Total Runs in 2009 for 3308.08 Man-Hours

DEPARTMENT ACTIVITIES

12	Meeting	1	Public Safety Education
17	Work Night	1	Parade/ Wet Down
6	Work Details	4	O.E.M Meeting
20	Drills	12	Line Officer's MTG
4	Training Sessions	4	Joint Uni. Fire Enforce Board
1	Viewing	12	Chief's Meeting
3	Public Relation	12	B.O.F.C Meeting
5	Truck Committee		
3346.28 Man Hours			

Total Man-Hours for the Year 2009: 6654.36

Coordinators Report

January 19, 2010

- New copier has been delivered and is in service. When we are ready a technician will come out to program it and connect to our network.
- Quick Response Fire Protection was at both Stations to inspect and test the fire suppression systems. Fire Security Technologies was at Station 21 and met with Quick Response to straighten out signal problems between the pre-action flow switches and the new alarm panel.
- The Maintenance Contract from OK Enterprises L.L.C. for the Station 20 network was tabled at a board meeting last year to be acted on after the first of the New Year. The contract calls for a total of 5 hours at a \$ 100.00 per hour per month for service, repair work or anything we may need done to the network. I recommend the board execute the contract.
- At Station 20 we have a radio transmitter on low band (45.36) that we use to send tones for the pagers of the members of our department as well as the other fire departments and first aid squads in the township. The antenna for the system is on the top of the 100 foot tower at the rear of the building. It appears the antenna was hit by lightning damaging the antenna and some of the cable. The cost of the new equipment will be about of \$1,000.00. The labor for the repair work at no cost from Township Data Processing, IT personnel.

2010 ADOPTED BUDGET RESOLUTION #10-01

SOUTH BRUNSWICK TOWNSHIP

Fire District No. 2

FISCAL YEAR: From January 1, 2010 to December 31, 2010

WHEREAS, the Annual Budget for the South Brunswick Township Fire District No. 2 for the fiscal year beginning January 1, 2010 and ending December 31, 2010 has been presented for adoption before the Board of Commissioners of the South Brunswick Township Fire District No. 2 at its open public meeting of January 19, 2010; and

WHEREAS, the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the adopted budget is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et. seq.); and,

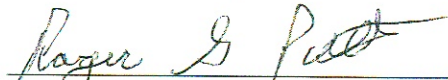
WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 1,312,495, which includes amount to be raised by taxation of \$ 839,715 and Total Appropriations of \$ 1,312,495; and

WHEREAS, an election shall be held annually on the third Saturday of February in each established fire district to determine the amount of money to be raised by taxation for the ensuing year;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the South Brunswick Township Fire District No. 2, at an open public meeting held on January 19, 2010 that the Annual Budget of the South Brunswick Township Fire District No. 2 for the fiscal year beginning January 1, 2010 and ending December 31, 2010 is hereby adopted and, [subject to the proposed referendum being approved by 60 percent of the voters] shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$ 1,312,495, which includes amount to be raised by taxation of \$839,715 and Total Appropriations of \$ 1,312,495; and,

BE IT FURTHER RESOLVED, that the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and,

BE IT FURTHER RESOLVED, that an annual election shall be held on the third Saturday of February to determine the amount of money to be raised by taxation for the ensuing year. The results of which shall be subsequently certified to the Division and the Municipal Assessor.


(Secretary's Signature)

1-19-2010
(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
R. Potts	✓			
C. Smith	✓			
T. Young	✓			
C. Spahr	✓			
K. Bellizio	✓			

Resolution Number 10-02

A RESOLUTION OF THE Board of Fire Commissioners, Fire District #2, Township of South Brunswick, County of Middlesex AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY NO LONGER NEEDED FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE

January 19, 2010

WHEREAS, the Board of Fire Commissioners, Fire District #2, Township of South Brunswick has determined that the property described on Schedule A attached hereto and incorporated herein is no longer needed for public use; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c.30) authorizes the sale of surplus personal property no longer needed for public use through the use of an online auction service; and

WHEREAS, the Board of Fire Commissioners, Fire District #2, Township of South Brunswick intends to utilize the online auction services of Auction Liquidation Services located at www.auctionlistservices.com; and

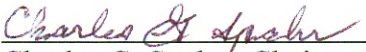
WHEREAS, the sales are being conducted pursuant to the Division of Local Government Services' Local Finance Notice 2008-9 and 2008-21

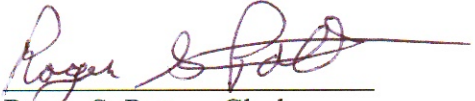
NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners, Fire District #2 of the Township of South Brunswick in the County of Middlesex, State of New Jersey, that the Board of Fire Commissioners, Fire District #2 Township of South Brunswick is hereby authorized to sell the surplus personal property as indicated on Schedule A on an online auction website entitled www.auctionlistservices.com; and be it further

RESOLVED, that the terms and conditions of the agreement entered into between Auction Liquidation Services and the Board of Fire Commissioners, Fire District #2, Township of South Brunswick are available at www.auctionlistservices.com and in the Board of Fire Commissioners, Fire District #2 Clerks Office; and be it further

RESOLVED, that a certified copy of the written Resolution be forwarded by the Board of Fire Commissioners, Fire District #2 Clerk to the following:

- 1.) State of New Jersey, Department of Community Affairs


Charles G. Spahr - Chairman


Roger S. Potts - Clerk

SCHEDULE A OF RESOLUTION # 10-02

1983 PIERCE ARROW PUMPER/TANKER FIRE TRUCK

Chassis – DUPLEX Vin #1D91D83F2C1008155 Mileage 25,659 [as of 12/09]

Engine – DETROIT 8V92

Pump – WATEROUS 2 stage 1250 gpm. Model cmybx

Foam System – Akron 95 gpm. [Front 1 ½ Crosslay] 50 Gallon Tank

Generator – ONAN 6 kw Diesel

Lighting – Two 1500 watt quartz fixtures

Water Tank – 2500 Gallon

THE FOLLOWING EQUIPMENT WILL BE INCLUDED :

- 1 EA. Angus 4" x 25' Hose
- 1 EA. Wrench for 4" hose
- 1 EA. Ground base for Apollo Deck Gun
- 1 EA. Electric cord reel with 100' cord
- 1 EA. 4" Storz x 3" nst adapter [30 degree bend] & cap
- 1 EA. 4" Storz x 6" nst gate valve & cap
- 1 Set 4" Hose wrenches [4 pcs.]
- 3 Sets Spanner wrenches [2 pcs. Per set]
- 1 EA. 2 ½" x 1 ½" Reducer
- 1 EA. Akron Apollo Deck Gun # 3422
- 3 Pcs. Straight tips 1 ¼", 1 ½", 1 ¾" [for deck gun]
- 1 EA. 4" Storz x [2] 2 ½" Female Siamese [for supply line]
- 1 EA. 4" nst x 6" nst adapter
- 1 EA. 6" nst Cap
- 1 EA. 1 ½" nst female x 1" booster male adapter
- 2 Pcs. 6" x 10' Hard suction hose
- 1 Pc. 6" x 3' Hard hose [for rear dump valve]
- 9 Pcs. 4" x 100' hose [tested 2009]
- 2 EA. Booster reels with 2 pcs. 1" x 100' rubber hose & [1] TFT 1" BTFT-BGH 19-125 nozzle each

CROSS LAYS

Front: 3 EA. 1 1/2" x 50' DJ hose

Middle: 4 EA. 1 ½" x 50' DJ hose & [1] Akron nozzle

Rear: 4 EA. 1 ¾" x 50' DJ hose

- 1 EA. HYDRANT BAG with:
 - 1ea. 4" hose wrench
 - 1 ea. Hydrant wrench
 - 1 ea. 4 ½" nst fem. x 4 ½" nst male gate valve
 - 1 ea. 2 ½" nst fem. X 2 ½" nst male gate valve
- 1 EA. 6" Tank Dump Valve with 6" nst butterfly valve & cap [on rear of tank]
- 1 EA. 2 ½" Tank Refill Valve [30 degree elbow] & cap [on rear of tank]
- 1 EA. Set 2 ½" Double Male/Female adapters
- 1 EA. 2 ½ gal. water extinguisher
- 2 EA. Streamlight SL-40 Flashlight & Charger [mounted]
- 1 EA. 10' Folding Alum. Ladder
- 1 EA. 14' Alum. Roof Ladder
- 1 EA. 35' Alum Ext. Ladder
- 1 EA. 6' Pike Pole & 7' Pike Pole
- 2 EA. Circle D Quartz Lights & hold downs

RESOLUTION 10-03
A RESOLUTION AUTHORIZING A CLOSED SESSION AT THE JANUARY 19,
2010 REGULAR MEETING OF THE BOARD OF FIRE
COMMISSIONERS FOR THE PURPOSE OF DISCUSSING
LEGAL MATTERS, CONTRACTS and, or PERSONAL MATTERS.

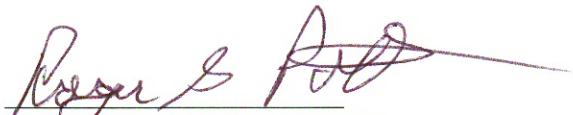
WHEREAS, there exists a need to hold a closed session for the purpose of discussing a matter which falls within the exception of the Open Public Meetings Law, N.J..S.A.10:4-6 et seq to wit: Legal Matters and Contracts

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 JANUARY 19, 2010, meeting of the Board of Fire Commissioners, Fire District No 2 South Brunswick be closed to the public for discussion of the aforesaid; and

BE IT FURTHER RESOLVED, that the matter 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.

This is to certify that the foregoing is a true copy of a Resolution adopted by the Board of Fire Commissioners at its meeting held on JANUARY 19, 2010



ROGER S. POTTS/ CLERK