

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 ***October 18, 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 2010.

2. Roll Call

3. Address From the Floor

4. Approval of Minutes September 20, 2010, Closed Session September 20, 2010

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. Energy Audit
- B. 2011 Budget Discussions
- C. Resolution # 10-26 Closed Session for discussions on personnel
- D. Items Timely and Important

7. Voucher List (see attached)

8. Address from Floor

9. Adjournment

Voucher List

<i>A</i>	PSE&G	\$2,053.18
<i>B</i>	Kleen-Tec Maintenance LLC	415.00
<i>C</i>	Supermedia LLC	19.95
<i>D</i>	Midco Waste #689	151.31
<i>E</i>	Verizon Wireless	303.98
<i>F</i>	Uni Select USA	235.21
<i>G</i>	Verizon	398.41
<i>H</i>	Alan Landscaping LLC	668.75
<i>I</i>	Empire Fitness Services, Inc.	182.00
<i>J</i>	Absolute Fire Protection Co.	133.00
<i>K</i>	Technical Fire Services, Inc.	675.00
<i>L</i>	Brian Spahr	278.14
<i>M</i>	Fire Security Technologies, Inc.	3,250.00
<i>N</i>	Alizio Sealcoating Inc.	6,184.00
<i>O</i>	Cummins Power Systems, LLC	1,285.50
<i>P</i>	Doug Wolfe	48.99
<i>Q</i>	Monmouth Junction Vol. Fire Department	14.95
<i>R</i>	Township of South Brunswick	26,986.34
<i>S</i>	Township of South Brunswick	20,000.00
<i>T</i>	Township of South Brunswick	3,711.77
<i>U</i>	Active Imprints	416.50
<i>V</i>	So. Brunswick Fire District No. 2 – Account # 7863064833	48,254.00

*approved 11-15-10
MS*

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

REGULAR MEETING SOUTH BRUNSWICK TOWNSHIP
BOARD OF FIRE COMMISSIONERS-FIRE DISTRICT #2
October 18, 2010

CALL TO ORDER:

The meeting of the Board of Fire Commissioners was called to order by Chairman Spahr at 7:30 p.m. Followed by a flag salute.

NOTICE OF COMPLIANCE:

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

ROLL CALL:

Present:	Comm. Bellizio	Absent:
	Comm. Potts	
	Comm. Smith	
	Comm. Young	
	Comm. Spahr	

ADDRESS FROM THE FLOOR:

No one from the floor desired to address the board.

APPROVAL OF MINUTES

Comm. Bellizio made a motion that the minutes of the Regular Meeting of September 20, 2010 be approved. Motion seconded by Comm. Smith. No discussion. Roll call: Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith- yes, Comm. Young-yes, Chairman Spahr-yes.

Comm. Smith, seconded by Comm. Bellizio put forth a motion to table the minutes of the closed session of September 20, 2010. No discussion. Voice vote, all voted in the affirmative.

PROFESSIONAL REPORTS:

Chief's Report:

Chief Brian Spahr reviewed the September Fire Department activities report (see attached). The chief reported that the Fire Prevention open house appears to be back to its normal attendance, after a two year decline in attendance. There were just over two hundred attendees.

Chief Spahr reported there were some issues with Fire Prevention in that they were not going to attend the affair. After some discussion and Comm. Smith going to see the town administrator, they were authorized, and did show up. However they did not bring the normal displays that they have always supplied. The chief made his disappointment known to the Fire Official. A demonstration by the Department lead by Officer Wert went very well. Assistant Chief Smith put on a demonstration in the use of Fire Extinguishers that was exceptionally well received. Working with coordinator Wolfe the department has been able to obtain a copy of the evacuation plan for 700 Woods Lane. That has been copied on to Fire Department stationary and made available to the Police Department. There will be a three company drill, held at this station on November 10th. The subject will be Solar Panels and systems. The Kendall Park Department has put together a power point demo. They have a member well versed in Solar Energy. The Chief asked if the board had decided what they desire to do in relation to the retirement of Truck 203. The board has agreed that they are comfortable with the line officers decision to remove the truck from active service. The truck is the property of the Fire Department, if desired to keep the truck as parade, antique piece the insurance coverage needs to be looked into. Mr. Wolfe will look into that.

District Coordinators Report (See Attached)

Coordinator Wolfe went over his monthly report (report attached). Coordinator Wolfe recommended the yearly maintenance contract for the heating and A/C with Donald C. Rodner be renewed as there is only a \$44.39 increase over 2010 to \$2,262.91. This will be considered under Timely and Important.

INSURANCE REPORT:

No report.

TREASURER REPORT: (see attached)

Comm. Young reviewed the past months activity as well as year to date activities. It appears that we may not need to make any budget transfers.

JOINT CODE ENFORCEMENT BOARD REPRESENTATIVE:

Vice Chairman Bellizio reported the next meeting of the Joint Board would be at this Station on November 17 at 8:00 p.m.

LEGISLATIVE REPORT:

Comm. Potts reported very little activity by the legislators until after the elections. Mr. Potts had been put on notice there was a bill to have hearing this morning. However after going to Trenton to testify in opposition to the bill, found it had been removed from the agenda

ORDER OF BUSINESS:

A. Energy Audit: Chairman Spahr reviewed the proposals to have the work done in both stations 20 & 21. After much debate as to the costs to have the work performed, the savings derived and the board paying only 40 % of the submitted costs. The fact that the A/C and the heating system in Station 21 are eighteen years old all lead to the conclusion that we should move forward with the work at station 21 and examine the options for station 20. A motion by Comm. Bellizio seconded by Comm. Young, to accept the Direct Install / TRI STATE CONTRACTING proposal to perform all of the stated work at station 21 at a cost not to exceed \$7,500.00. Roll Call. Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

B. 2011 Budget Discussion.

Comm. Young produced a first cut budget document for each commissioner. Every line item in the budget was reviewed with comparison to 2008-2009 and year to date expenditures and receipts. Comm. Young has included estimated budget amounts in each line item. He requests that each commissioner review the first cut budget, get back to him with any changes or additions. He reminded all, we must keep in mind we are held to a 2% cap for 2011 as opposed to a 4% cap for 2010.

C. Resolution #10-26 Closed Session for Discussion on Personnel

A motion was made by Comm. Smith seconded by Comm. Bellizio. No Discussion. Voice Vote, all voted in the affirmative.

D. ITEMS TIMELY AND IMPORTANT:

Motion by Comm. Smith seconded by Comm. Bellizio to renew the current a/c and heating maintenance contract with Donald C Rodner at a cost not to exceed \$2,262.91. No Discussion. Roll Call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

Mr. Wolfe reported the Department had lost two members to resignations, those being Robert Brennen and Robert Jogan. Comm. Potts pointed out that we have lost eight members in the last year or so. All those members were participants in the LOSAP Plan. Some are vested and the monies they have in the plan is theirs to either stay in the plan, or if they desire to draw it out with penalty. However five of those that left were not vested, the monies in their names are no longer their property, but properties of the District. Comm. Young felt those monies should be requested by the Board to be returned to the District treasury. Motion by Comm. Bellizio seconded by Comm. Smith that Board Secretary Potts make application to have those funds returned to the Board of Fire Commissioners, District 2 Roll Call. Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

VOUCHER LIST:

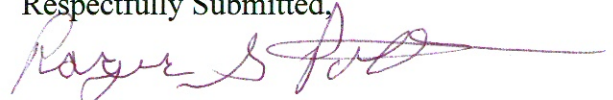
Motion to approve the voucher list as submitted by Comm. Bellizio seconded by Comm. Smith. No Discussion. Roll Call. Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

ADDRESS FROM THE FLOOR:

No person desired to speak.

Motion to adjourn by Comm. Smith seconded by Comm. Bellizio. Voice Vote all voted in the affirmative.

Respectfully Submitted,



Roger S. Potts/ Secretary
BOFC- District #2

Monmouth Junction Volunteer Fire Department
Monthly Activity Report
September 2010

FIRE RUNS

23	System Malfunctions
10	False Calls
	Structure Fires
	Vehicle Fires
-	Refuse Fires
2	Spill / Leak No Ignition
3	Arcing / Shorted Electrical Equipment
1	Fires
	Assist Police / EMS
3	Trees, Brush, Grass Fires
1	Extrications
1	Hazardous Condition
1	Smoke Scare
0	Rescue Call
0	Smoke / Odor Removal
	Service Call
	Stand-By / Cover Assignment/ Cancelled en route
4	Other
49 Total Runs for 258.93 Man-Hours	

DEPARTMENT ACTIVITIES

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

244.99 Man-Hours

Total Man-Hours for September 2010: 503.92

Referrals To Fire Safety – 15

On Scene Called - 7

Coordinators Report October 18, 2010

- Fire Security Technologies has completed the installation of the new fire alarm panel in Station 20. There were a few problems with trouble alarms, but at this point it appears those problems have been solved. The township has been at the station for the inspection, every thing has been approved.
- Cummins Power System, LLC was at both stations for the preventive maintenance on the two stand-by Onan generators as per the maintenance contract. The battery in the unit at Station 20 is over five years old, recommend to be changed, I will take care of it in the coming months.
- Technical Fire Service, Inc. was at Station 20 to do pump tests on trucks 201, 204 and 208. There were no problems found and all three pumps flowed more gallons per minute then required. NFPA recommends this test be done every year. We have not done it in more than twenty years. I recommend the test every other year.
- It was brought to my attention there were a couple of problems with the new Pumper 206. Fire Safety responded and will correct the problems that are covered under the warranty as soon as the parts come in. A problem with the Onan generator will have to be looked at by Cummins or another Onan dealer under the warranty.
- Alizio Sealcoating Inc. was at both stations to fill the cracks, seal all black top areas and re-stripe the parking lot. The last time this work was done was in 2008. It is recommended we at the very least do the crack repair ever year.
- I have a Preventive Maintenance Agreement renewal from Donald C. Rodner Inc. for the Heating, Air Conditioning and Air Handling units in Station 20. The cost is a \$44.39 increase over the last two years. I recommend we renew the agreement.

RESOLUTION 10-26
A RESOLUTION AUTHORIZING A CLOSED SESSION AT THE October 18,
2010 MEETING OF THE BOARD OF FIRE
COMMISSIONERS FOR THE PURPOSE OF DISCUSSING
LEGAL MATTERS, CONTRACTS and, or PERSONAL MATTERS.

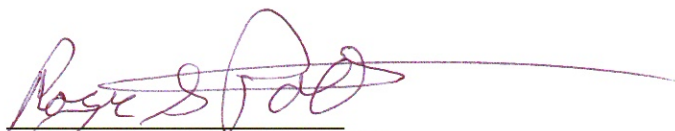
WHEREAS, there exists a need to hold a closed session for the purpose of discussing a matter which falls within the exception of the Open Public Meetings Law, N.J.S.A.10:4-6 et seq to wit: Legal Matters and Contracts

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 October 18, 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 October 18, 2010.



ROGER S. POTTS/ CLERK