

**MONROE TOWNSHIP FIRE DISTRICT NO. 3  
BOARD OF FIRE COMMISSIONERS  
MINUTES OF REGULAR MEETING  
TUESDAY, DECEMBER 13, 2016  
16 CENTRE DRIVE**

**1. CALL TO ORDER**

Meeting called to order at 7:10pm

**2. SALUTE TO THE FLAG**

Performed.

**3. MOMENT OF SILENCE**

Observed.

**4. ANNOUNCEMENT**

The meeting is being held in accordance with the Open Public Meetings Act having been published in the newspaper, posted on the bulletin board in the Office of the Township Clerk and notices sent to those requesting such.

**5. ROLL CALL**

\_0\_ Commissioner Leslie Barta  
\_X\_ Commissioner Joseph O. Haff  
\_X\_ Commissioner Gerald Kaplan  
\_X\_ Commissioner Joel Kaplan  
\_X\_ Commissioner Jim Fisher

**ALSO PRESENT:**

Board Attorney Robert Schwatz  
Board Accountant Joe Massoni  
Lt. Daley filled in for Chief Gasiorowski

**6. MOTION TO APPROVE THE MINUTES OF NOVEMBER 7, 2016**

Motion: Joel Kaplan  
Second: Joe Haff  
All In Favor \_\_\_x\_\_\_ Abstain\_\_1 (Jim Fisher)\_\_\_

**7. FINANCIAL REPORT FROM THE BOARD TREASURER**

Commissioner Joel Kaplan reported Provident Bank balance of \$1,412,444.59

**MOTION:** Jim Fisher  
**SECOND:** Joe Haff  
**ALL IN FAVOR:** X     **ABSTAIN:** 0

**8. REPORT FROM THE BOARD ACCOUNTANT**

Board Accountant reports all accounts are reconciled. Nov-Dec 2016 reviewed line items at or below 2016 budget.

-See attached line item transfer

Pension Contribution Resolution for line item:  
(From A-11 Pension Cont. Paid Men \$6,446.19 TO A-10b Fringe Benefits)

**Motion:** Gerald Kaplan

**Second:** Jim Fisher

**All In Favor:** X **Abstain:** 0

Preparing 2017 Budget

-Chief line items the same year to year operating line items.

-Joe Massoni- provided spreadsheet to Commissioners to show any increases and/or decreases in line items in 2017 budget.

-\$500K available for future projects. \$400K in reserve and \$100K from other sources.

-Joe Massoni recommends raising the tax rate from .1915 to .1964 (1/2 penny) to position budget well for 2018 and Station 23A expansion project.

-Any debt will be outside 2% CAP.

-Need to position Board for funds for next year.

### **Resolution for 2017 Budget (1/1/2017-12/31/2017)**

#### **Roll Call:**

Joe Haff – Yes

Gerald Kaplan – Yes

Les Barta – Absent

Jim Fisher – Yes

Joe Haff – Yes

-Joe Haff to provide to publications.

### **Resolution to give gift cards to 2 secretaries for the holidays of \$100 each.**

**Motion:** Gerald Kaplan

**Second:** Joel Kaplan

**All In Favor:** X **Abstain:** 0

## **9. OPERATIONS REPORT**

(See Attached)

Monthly Activity Report

Incident Run Log

-FEMA 2012 Exhaust Issue – No Response

-Representative Lauren Fisher would like to resolve this issue.

-Mold Issue - township will pay ½ the bill. First, need to find reason for the mold. Chief is still investigating.

## **10. PURCHASE AND SERVICE REQUESTS**

-Looking into new saws with new batteries since new batteries are needed for current equipment. \$1,074.98 and \$2,124

-4 Thermal imaging engine cameras totaling \$4,200

Student Training – Reimbursement to Lt. Daley

- \$83 and \$48.71

**Total: \$7,530**

**Motion:** Joel Kaplan  
**Second:** Jim Fisher  
**All In Favor:** X **Abstain:** 0

-Pay increase for substitute firefighter issue tabled for 1/2017 upon further information.

**11. CORRESPONDENCE**

\$600 received in donations

**12. GENERAL BUSINESS**

Lt. Daley presented more information to Commissioners regarding participation in the NJ Task Force program. He addressed all their concerns regarding insurance, liability and absenteeism. Chief expressed concern for the rates of MTFD3 to be affected regarding worker's compensation. There is also concern of injury to Lt. Daley and other firefighter to participate in the program. The Task Force Agreement can be terminated at any point. However, Lt. Daley explained the structure of the program and Commissioners decided that the training that would be provided would be invaluable to company. The actual time of firefighter's participation is very low.

**Approval for NJ Task Force Participation**

**Roll Call:**

Joel Kaplan – Yes  
Gerald Kaplan – Yes  
Jim Fisher – Yes  
Joe Haff – Yes  
Les Barta - Absent

**13. CHAIRMAN TO OPEN THE MEETING TO THE PUBLIC**

**14. MOTION TO MOVE TO EXECUTIVE SESSION – N/A**

Motion:  
Second:  
All In Favor \_\_\_ Abstain: \_\_\_

**MOTION TO END EXECUTIVE SESSION**

Motion:  
Second:  
ALL IN FAVOR:\_\_\_ ABSTAIN: \_\_\_\_\_

**15. RECONVENE REGULAR PORTION OF MEETING**

**16. MOTION TO ADJOURN AT 8:10pm**

MOTION: Joel Kaplan  
SECOND: Jim Fisher  
ALL IN FAVOR X ABSTAIN 0

The next scheduled Regular Meeting of the Monroe Township Fire District No. 3 Board of Fire Commissions will take place on Monday, **JANUARY 10, 2017 at 7:00 PM** in the Firehouse located at 16 Centre Drive, Monroe Township, NJ 08831.

Approved agendas, minutes and notices will be posted to the Monroe Township Fire District No. 3 Board of Fire Commissioners' website is [www.mtfd3.com](http://www.mtfd3.com).

Respectfully submitted,

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Board Secretary