

**MONROE TOWNSHIP FIRE DISTRICT #3  
BOARD OF FIRE COMMISSIONERS  
MINUTES OF REORGANIZATION MEETING  
TUESDAY MARCH 1, 2016**

**1. CALL TO ORDER**

The meeting was called to order 7pm

**2. SALUTE TO THE FLAG**

Performed

**3. MOMENT OF SILENCE**

Performed

**4. ANNOUNCEMENT**

The meeting is being held in accordance with the Open 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 AND SWEARING IN**

**6. ROLL CALL**

-----x-----Commissioner Leslie Barta  
-----0-----Commissioner Joseph O. Haff  
-----x-----Commissioner Gerald Kaplan  
-----x-----Commissioner Joel Kaplan  
-----x-----Commissioner James Fisher (via cell phone)

**\*\*Mr. Robert Schwartz performed the swearing in of the re-elected commissioner Jim Fisher.**

**7. NOMINATIONS FOR CHAIRMAN**

Mr. Schwartz requested a nomination for Chairman of the Board. Upon motion by Gerald Kaplan and seconded by Joel Kaplan, Les Barta was nominated as Chairman of the Board. With all in favor, the motion was carried unanimously.

**8. RESULTS OF THE FEBRUARY 2016 FIRE DISTRICT ELECTION FOR COMMISSIONER AND THE 2016 FIRE BUDGET**

Jim Fisher 148

For passing the budget – 191

Against passing the budget – 41

## **9. NOMINATION FOR VICE CHAIRMAN**

Upon motion by Joel Kaplan and seconded by Les Barta, Gerald Kaplan was nominated as Vice Chairman of the Board. With all in favor, the motion was carried unanimously.

## **10. NOMINATION FOR SECRETARY**

Upon motion by Joel Kaplan and seconded by Gerald Kaplan, Joe Haff was nominated as Secretary of the Board. With all in favor, the motion was carried unanimously.

## **11. NOMINATION FOR ASSISTANT SECRETARY**

Upon motion by Les Barta and seconded by Joel Kaplan, Jim Fisher was nominated as Secretary of the Board. With all in favor, the motion was carried unanimously.

## **12. NOMINATION FOR TREASURER**

Upon motion by Les Barta and seconded by Gerald Kaplan, Joel Kaplan was nominated as Secretary of the Board. With all in favor, the motion was carried unanimously.

## **13. NOMINATION FOR ASSISTANT TREASURER**

Upon motion by Les Barta and seconded by Gerald Kaplan, Jim Fisher was nominated as Secretary of the Board. With all in favor, the motion was carried unanimously.

## **14. NOMINATION FOR TRI-DISTRICT LIASION**

Upon motion by Joel Kaplan and seconded by Gerald Kaplan, Jim Fisher was nominated as Secretary of the Board. With all in favor, the motion was carried unanimously.

## **15. NOMINATION FOR ATTORNEY FOR THE BOARD**

Upon motion by Les Barta and seconded by Gerald Kaplan, Robert Schwartz was nominated as Attorney for the Board. With all in favor, the motion was carried unanimously.

## **16. NOMINATION FOR BOARD ACCOUNTANTS**

Upon motion by Gerald Kaplan and seconded by Les Barta, the firm of Feldman, Seblonsky, and Massoni was nominated as Board Accountants. With all in favor, the motion was carried unanimously.

## **17. NOMINATION FOR BOARD AUDITORS**

Upon motion by Joel Kaplan and seconded by Gerald Kaplan, the firm of Solitario and Tierney was nominated as Board Auditors. With all in favor, the motion was carried unanimously.

## **18. NOMINATION FOR BOARD HEALTH COORDINATOR**

Upon motion by Les Barta and seconded by Gerald Kaplan, William Gardner was nominated as Health Coordinator. With all in favor, the motion was carried unanimously.

## **19. NOMINATION FOR BOARD RECORDING SECRETARY**

Upon motion by Les Barta and seconded by Gerald Kaplan, Meredith Offenberg was nominated as Recording Secretary. With all in favor, the motion was carried unanimously.

## **20. DESIGNATION OF OFFICIAL BOARD NEWSPAPERS**

Upon motion by Les Barta and seconded by Gerald Kaplan, The Cranberry Press and The Home News were designated as the official Board Newspapers. With all in favor, the motion was carried unanimously.

## **21. DESIGNATION OF OFFICIAL DEPOSITORIES**

Upon motion by Joel Kaplan and seconded by Les Barta, Provident Bank was designated as the official depository of monies and funds. With all in favor, the motion was carried unanimously.

## **22. DESIGNATION OF BOARD COMPENSATION**

Tabled in the Interim

## **23. AUTHORIZATION FOR ACCOUNTS MAINTENANCE**

Upon motion by Les Barta and seconded by Gerald Kaplan, the authorization for the Board Treasurer and/or Asst. Board Treasurer to establish, close, and maintain accounts. Motion passed unanimously.

## **24. DESIGNATION OF POLLING PLACES**

Upon motion by Les Barta and seconded by Gerald Kaplan, the following polling places were authorized by unanimous vote of the Commissioners: Rossmoor, Regency, Greenbriar/Whittingham, and the firehouse on Centre Drive. Motion passed unanimously.

## **25. DESIGNATION OF MONTHLY MEETINGS**

Upon motion by Les Barta and seconded by Gerald Kaplan, the meetings of the board will be held on the second Tuesday of the month at 7 PM, with the exception of the Re-organization meeting which will be held on the first Tuesday of March.

## **26. AUTHORIZATION FOR TIMELY PAYMENTS**

Upon motion by Les Barta and seconded by Gerald Kaplan of the need to authorize the Board Treasurer and/or the Board Asst. Treasurer to make timely payments. With all in favor, the motion was carried unanimously.

## **27. COMPENSATION FOR BOARD ATTORNEY**

Upon motion by Les Barta and seconded by Gerald Kaplan the sum of \$200 per meeting and \$150 per hour was established for the Board Attorney. With all in favor, the motion was carried unanimously.

### **28. COMPENSATION FOT BOARD AUDITOR**

Upon motion by Les Barta and seconded by Joel Kaplan, the annual compensation for the Board Auditing Firm was established not to exceed \$15,000. With all in favor, the motion was carried unanimously.

### **29. COMPENSATION FOR BOARD ACCOUNTANT**

Upon motion by Les Barta and seconded by Joel Kaplan, the compensation for the Board Accountant will be \$150 per hour. With all in favor, the motion was carried unanimously.

### **29A. COMPENSATION FOR BOOKKEEPING**

Upon motion by Joel Kaplan and seconded by Gerald Kaplan, the compensation for the Bookkeeper, Karen Sickler at Feldman, Seblonsky, and Massoni will be \$21,600 annually. With all in favor, the motion was carried unanimously.

### **30. RESOLUTION FOR COLLECTION OF DISTRICT TAXES**

Upon motion by Les Barta and seconded by Joel Kaplan, for authorization to request the district taxes from the municipal tax collector. With all in favor, the motion was carried unanimously.

### **31. RESOLUTION FOR FIXING CHARGES**

Upon motion by Les Barta and seconded by Joel Kaplan, the need for a resolution for fixing the charges for mailing agenda and meeting notices and establishing fees for photo copies. With all in favor, the motion was carried unanimously.

### **32. MOTION TO ADJOURN THE REORGANIZATION MEETING**

Upon motion by Les Barta and seconded by Joel Kaplan to adjourn the reorganization meeting. With all in favor, the motion was carried unanimously.

## **MONROE TOWNSHIP BOARD OF FIRE COMMISSIONERS OF DISTRICT NO. 3 REGULAR MEETING AGENDA**

### **33. RECONVENING THE REGULAR BOARD MEETING**

Reconvening the regular board meeting at 8:17pm

### **34. MOTION TO APPROVE THE MINUTES OF FEBRUARY 9, 2016 MEETING**

Motion by Les Barta and seconded by Joel Kaplan to approve last month's minutes. All approved.

### **35. FINANCIAL REPORT FROM THE BOARD TEASURER**

Funds of \$1,174,247.00 in Provident Bank. Motion to approve by Les Barta and seconded by Gerald Kaplan. All approved.

### **36. REPORT FROM THE BOARD ACCOUNTANT**

All accounts reconciled.

### **37. OPERATIONS REPORT**

See attached Incident and Monthly Activity Reports.

FEMA due to send \$13,561.31 in additional reimbursement for Hurricane Sandy. However, no date has been given.

### **38. PURCHASE AND SERVICE REQUESTS**

FEB 2016 \$77,181 FEMA grant to be used for new turnout gear. Chief placed order with Fire Decks. Previous gear to be used as back up gear. Anything substandard to be retired. Nothing to be purged.

Windows for Station 23A

-All co \$13,976 +\$32/window tint = total \$14,450

-Les Barta recommends moving forward with project

Station 23A – look into new lockers \$894/4 lockers. Present ones are too narrow.

TLP Maintenance Contract for Climate Control at Station 23B. Covers boiler, 4 roof top units energy mgmt. system.

Motion: Les Barta

Second the motion: Joel Kaplan

All in Favor: X Abstain: 0

### **39. CORRESPONDENCE**

### **40. GENERAL BUSINESS**

Discussion on consolidating fire districts. Assembly Bill #3006.

Discussion on moving fire district budget/business to a November vote. Assembly #2947

Senate Bill #3018

Short and Long Term Goals by Chief Gasiorowski:

-Reserve Pumper to be replaced

-Retain architect for building and design of addition to Station 23A

-Replace old vehicles

However, need to space out acquisitions due to money constraints.

-County Lease Purchase Program possibility

Joe Massoni recommends:

**-start to put numbers to each acquisition and building addition to formulate plan.**

**Les Barta recommends:**

**-reach out to other districts to see how they intend to use their current apparatuses.**

**Chief has info on NJ Firehouse architect.**

**Attorney Robert Schwartz recommends getting several quotes**

**-Suggested Architect Robbie Connolly**

**Les Barta recommends having architects come to a BOFC meetings and present proposals.**

**Township of Monroe needs to provide land surveys.**

#### **41. CHAIRMAN OPEN THE MEETING TO THE PUBLIC**

**N/A**

#### **42. EXECUTIVE SESSION**

**Move Into Executive Session 8:18pm**

**Motion: Les Barta**

**Second: Gerald Kaplan**

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

#### **Motion to Adjourn EXECUTIVE SESSION**

**Motion: Joel Kaplan**

**Second: Gerald Kaplan**

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

#### **43. MOTION TO ADJOURN THE MEETING**

**Motion to adjourn the meeting was proposed at 9:02pm**

**Motion: Les Barta**

**Second: Joel Kaplan**

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

**The next scheduled regular meeting of the Monroe Township Fire District No. 3 board of fire commissioners will take place on Tuesday, April 12, 2016 at 7 PM in the Firehouse located at 16 Centre Drive, Monroe Twp., NJ 08831.**

**Approved agendas, minutes and notices will be posted to the Monroe Township Fire District # 3 Board of Fire Commissioners website at [www.mtfd3.com](http://www.mtfd3.com).**

**Respectfully submitted.**

**Joe Haff \_\_\_\_\_  
Board Secretary**

