

**MONROE TOWNSHIP FIRE DISTRICT NO. 3
BOARD OF FIRE COMMISSIONERS
MINUTES OF REGULAR MEETING
MONDAY, NOVEMBER 7, 2016
16 CENTRE DRIVE**

1. CALL TO ORDER

Meeting called to order at 7:00pm

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

Commissioner Leslie Barta
 Commissioner Joseph O. Haff
 Commissioner Gerald Kaplan
 Commissioner Joel Kaplan
 Commissioner Jim Fisher

ALSO PRESENT:

Board Attorney Robert Schwatz
Board Accountant Joe Massoni

6. MOTION TO APPROVE THE MINUTES OF OCTOBER 10, 2016

Motion: Joe Haff
Second: Joel Kaplan
All In Favor ___3___ Abstain ___1___ (Les Barta)___

7. FINANCIAL REPORT FROM THE BOARD TREASURER

Commissioner Joel Kaplan reported Provident Bank balance of \$1,725,065.82

MOTION: Joe Haff
SECOND: Gerald Kaplan
ALL IN FAVOR: X **ABSTAIN:** 0

8. REPORT FROM THE BOARD ACCOUNTANT

Board Accountant reports all accounts are reconciled. Surplus is expected. Paid out retro pay to firefighters. All necessary reports have been circulated. Gathering data for 2017 budget for next meeting 12/13//2016.

-Approve budget for meeting in December 2016. Estimated @\$30M. \$57K more to district in ratables.

-Outside audit company submitted no reportable conditions. All looks good.

-Restricted Reserve, Les Barta is asking \$574K. Breakdown is \$424k for the new building at Station 23A and \$150K capital for equipment acquisition.

-If money is added to the 2017 budget from the restricted reserve but is not used, it will be returned.

-Our bond issue may not pass if vote is set for February 2017 along with Monroe Twp. School Board \$131M referendum.

-Adopt 2015 Audit

MOTION TO APPROVE 2015 AUDIT: ROLE CALL

MOTION: Les Barta

APPROVE:

Les Barta

Gerald Kaplan

Joel Kaplan

Joe Haff

ABSTAIN:

Jim Fisher

-Recording Secretary Meredith Offenberg will file copies of 2015 Audit to the Monroe Twp. Clerk and post to www.mtfd3.com

9. OPERATIONS REPORT

(See Attached)

Monthly Activity Report

Incident Run Log

-No update on FEMA issue

Pick-up truck purchase (plow & tow) package to replace 2008 Ford150. Put into 2017 budget. Will need to be outfitted with lights and equipment.

-Donate gear that is old and can no longer be used because it is not up to current standards. Request to send it to a 3rd world country upon approval. Must be given waiver of liability first.

NJ TASK FORCE- Questions and Concerns

-Concern about short notice calls

-Who is responsible if fireman is injured?

-2 MTFD3 firemen would be recruited

-Chief is concerned if firefighter is called to Task Force duty, while on duty in Monroe. This cannot be accommodated. Need to find other solution.

-At this point Les Barta supports Task Force duty, but Joel Kaplan and Gerald Kaplan do not support it and Joe Haff abstains.

-Discussion on how to reduce issues:

-2 Lt. on 2 different shifts

-MTFD3 gets FEMA money

- Nobody agrees with 2 hour notice policy because it is not enough time to get replacements.
- Les Barta likes it for career development for these lieutenants. They are already working hard for it.
- Discussion is tabled until next meeting

10. PURCHASE AND SERVICE REQUESTS

-AED Defibrillator machines. \$882 ea. Needed for Stations 23A & 23B

MOTION TO APPROVE PURCHASE OF 2 DEFIBRILLATORS (COST NOT TO EXCEED \$1,800).

MOTION: Les Barta
 SECOND: Gerald Kaplan
 ALL IN FAVOR: X ABSTAIN: 0

Future Purchases:
 -Training for Lt. Daly – Backdraft - NC summer \$676
 -ESI Holmatro Tool Svc for 2017 \$1,998

11. CORRESPONDENCE

-Total of \$35 in donations received in October 2016
 \$15, \$15, \$10 for battery change program.

- Letter received from Jonathan Cohen – requesting to see district 3 salary history.
- Mr. Schwartz spoke to representative from Middlesex County Improvement Authority (MCIA). They support fire services and public safety. Les Barta and Joe Haff will contact them to see if they can assist with bond for new building at 23A.

12. GENERAL BUSINESS

-Architect Joe Smith from Studio 5A gave best quote of \$103K. Chief has breakdown of this quote. Also, need to decide on entirely new structure to be built or add on to existing structures.
 -Geotechnical firm to check on soil borings. Need them by next meeting. Each boring will cost @\$600-\$800. Still waiting on plans and land surveys.

MOTION TO APPROVE SOIL BORINGS UP TO \$4,000:

MOTION: Les Barta
 SECOND: Joel Kaplan
 ALL IN FAVOR: X ABSTAIN: 0

- Nothing historical will be knocked down or disturbed.
- Cary Spiegel would manage project.
- Must check for asbestos.
- New buildings must have sufficient accommodations.

13. CHAIRMAN TO OPEN THE MEETING TO THE PUBLIC

N/A

14. MOTION TO MOVE TO EXECUTIVE SESSION at 8:28pm

Motion: Les Barta
Second: Joe Haff
All In Favor X Abstain: 0

MOTION TO END EXECUTIVE SESSION

Motion: Joe Haff
Second: Gerald Kaplan
ALL IN FAVOR: X ABSTAIN: 0

15. RECONVENE REGULAR PORTION OF MEETING 8:53pm

16. MOTION TO ADJOURN AT 8:54pm

MOTION: Les Barta
SECOND: Joe Haff
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 Monday, **DECEMBER 13, 2016 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.

Respectfully submitted,

Board Secretary