

**MONROE TOWNSHIP FIRE DISTRICT NO. 3
BOARD OF FIRE COMMISSIONERS
MINUTES OF REGULAR MEETING
DECEMBER 12, 2017
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:

Chief Gasiorowski
 Board Attorney Robert Schwartz
 Board Accountant Joe Massoni
 Kris Bachman Jr.

Mike Testa and Terence Cassara from the Architect Firm of Michael V. Testa Architect.

6. MOTION TO APPROVE THE MINUTES OF NOVEMBER 14, 2017

Motion: Gerald Kaplan
Second: Joe Haff
All In Favor __4__ Abstain __1__ (Jim Fisher due to absence)

7. REPORT FROM THE BOARD ACCOUNTANT

-MTFD3 currently holds 4 bank accounts at Provident Bank. BOFC3 deciding to close the SUI account of \$15,016.14 and move it to the MMA.
-Bond on building pd for 2017.
-EMT stipends pd.
-4th QTR Revenue check \$1,293,023. Interest income up due to higher rate this year.

Vacation Payouts – Board Approved 2017 Contracts.
Motion: Les Barta

Second: Joel Kaplan
All In Favor: ___X___ Abstain: ___0___

MOTION TO APPROVE FINANCIAL REPORT FROM AUDITOR AND APPROVAL OF EXPENDITURES:

MOTION: Les Barta
SECOND: Gerald Kaplan
ALL APPROVE: X **ABSTAIN:** 0

8. FINANCIAL REPORT FROM THE BOARD TREASURER

Commissioner Joel Kaplan reported Provident Bank balance of \$1,521,122.88

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

9. OPERATIONS REPORT

(See Attached) Monthly Activity Report and Incident Run Log.

-Engine 5 had an in-frame overhaul. \$24,000 bill, but problem persisted after picking truck up. It was returned again and mechanics fixed problem regarding several crimped wires. BOFC3 will review this problem and costs.

-Uniform measurements to be completed this week.

10. PURCHASE AND SERVICE REQUESTS

Motion for New Ladder Purchase \$1,650

Motion: Les Barta
Second: Jim Fishe
All In Favor: ___X___ Abstain: ___0___

11. CORRESPONDENCE

\$790 in total donations this month from the following:

- Battery Replacement Program
- After Hours Club
- Numerous Individuals

12. GENERAL BUSINESS

-90% of new Station 23B drawings complete by Mike Testa.

-Items reviewed:

- Floor Plans Analysis
- Phone System
- Firefighters Input
- Color Scheme

-Soil Borings will be returned in about 3 weeks.

-Per Joe Massoni, there will be \$125K available in 2018 budget for soft costs for new building at 23B.

Line Item Transfers (2017) -see copies attached

- \$100: From A-07 Office & Admin Exp To A-08 Office Equipment
- \$2,200: From A-10b Fringe Benefits To A-11 Pension Cont. Paid Men
- \$31,000: From C-01 Contingency To E-02 Vehicle Maintenance
- \$3,500: From E-06 Communication Equipment To E-03 Major Equipment
- \$7,500: From E-01 Training To E-05 Uniforms & Protect Gear
- \$5,000: From E-06 Communication Equipment To E-05 Uniforms & Protect Gear
- \$7,500: From E-09 General Operating Expenses To E-05 Uniforms & Protect Gear
- \$250: From F-09 Training To F-06 Education & Seminars
- \$165: From F-09 Training To F-10 Prof. Affiliations

Motion to Accept these Line Item Transfers:

Motion: Les Barta

Second: Jim Fisher

All In Favor: X Abstain: 0

2018 Budget Resolution (1/1/2018-12/31/2018)_2018-12-01

-Budget will be CAP Compliant.

-\$98K funds from the State will be used for expenses before expiration

-\$1.2M available in Unreserved account and \$500K available in Reserved account. Joe Massoni proposes using these funds to reduce costs on down payments on new building and new truck.

-There will probably be an increase in the budge this year due to increase in ratables (via assessments).

Motion: Les Barta

Second: Joe Haff

Roll Call:

Les Barta: Yes

Gerald Kaplan: Yes

Joe Haff: Yes

Joel Kaplan: Yes

Jim Fisher: Yes

All In Favor: X Abstain: 0

13. CHAIRMAN TO OPEN THE MEETING TO THE PUBLIC

No public present

14. MOTION TO MOVE TO EXECUTIVE SESSION

No Session Tonight

Motion:

Second:

All In Favor _____ Abstain: _____

MOTION TO END EXECUTIVE SESSION

Motion:
Second:
ALL IN FAVOR: ABSTAIN:

15. RECONVENE REGULAR PORTION OF MEETING at 7:57pm

MOTION: Gerald Kaplan
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 Commissions will take place on **Tuesday, January 9, 2018 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