

**MONROE TOWNSHIP FIRE DISTRICT NO. 3
BOARD OF FIRE COMMISSIONERS
MINUTES OF REGULAR MEETING
NOVEBER 14, 2017
16 CENTRE DRIVE**

1. CALL TO ORDER

Meeting called to order at 7:02pm

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 Gasirowski
 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 OCTOBER 10, 2017

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

7. REPORT FROM THE BOARD ACCOUNTANT

Reports that accounts are at or below budget. Few minor line items for transfer but does not affect current financials. Will do transfer in December. 2018 Budget will be presented at next meeting on 12/12/2017. It is due to the DCA on 12/19/2017.

-Reminder that Delaware Raritan has initial \$10K payment (retainer).

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

MOTION: Les Barta

SECOND: Joe Haff

ALL APPROVE: X **ABSTAIN:** 0

8. FINANCIAL REPORT FROM THE BOARD TREASURER

Commissioner Joel Kaplan reported Provident Bank balance of \$1,952,788.78

MOTION: Les Barta

SECOND: Joe Haff

ALL IN FAVOR: X **ABSTAIN:** 0

9. OPERATIONS REPORT

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

-Chief discussed Engine 23-5 is out of service. Needs engine overhaul. Waiting on response from Hunter-Peterbilt regarding causation.

10. PURCHASE AND SERVICE REQUESTS

2 POs:

- 1) TruGreen Lawn Service Agreement at 23A for 2018
\$686 to spray for ticks/insects and fertilize biannually
- 2) 2018 Extracation Equipment Service Agreement
\$1,998.20

Total PO request this month \$2,684.20

Motion: Les Barta

Second: Joel Kaplan

All in Favor ___X___ Abstain: ___0___

Future possible requests:

-New Utility Truck with Snow Plow package to be included in 2018 Budget.

-New Uniforms for 32 firemen.

11. CORRESPONDENCE

-Received \$255 in donations.

-Commissioner Les Barta thanks everyone for flowers and well wishes on the birth of new baby.

-Joe Haff will pass OPRA request that mainly involves MTFD1 to Robert Schwartz.

12. GENERAL BUSINESS

-10/5/2017 Chief sent request for soil borings to Robert Simpson at Geotechnical but he did not return info.

-MTFD3 sent condolence card to Senator Greenstein on the death of her husband.

-Mike Testa and Terence Cassara presented the progression drawings to the BOFC. Drawings were 75% structural and 40% mechanical. Soil boring not returned yet. They are keeping costs in mind when deciding materials. They also provided photos of inspirations of other firehouses and elevations on color board panels. Next meeting will discuss interior details. Preliminary pricing will be presented in December. The next meeting will present site drawings, 90% building drawings, preliminary pricing and hopefully, borings will be provided.

13. CHAIRMAN TO OPEN THE MEETING TO THE PUBLIC

No public present

14. MOTION TO MOVE TO EXECUTIVE SESSION at 8:38pm

Motion: Les Barta
Second: Gerald Kaplan
All In Favor X Abstain: 0

MOTION TO END EXECUTIVE SESSION

Motion: Les Barta
Second: Joe Haff
ALL IN FAVOR: X ABSTAIN: 0

15. RECONVENE REGULAR PORTION OF MEETING at 9:08pm

16. MOTION TO ADJOURN AT 9:08pm

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 Commissions will take place on **Tuesday, December 12, 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.

Respectfully submitted, _____
Board Secretary