

**MONROE TOWNSHIP FIRE DISTRICT NO. 3
BOARD OF FIRE COMMISSIONERS
MINUTES OF REGULAR MEETING
DECEMBER 11, 2018
16 CENTRE DRIVE**

1. CALL TO ORDER

Meeting called to order at 7:06pm

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 (X = Present)

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.

6. MOTION TO APPROVE THE REGULAR MINUTES OF NOVEMBER 13, 2018

Motion: Les Barta
Second: Joel Kaplan
All In Favor **Abstain**

6a. MOTION TO APPROVE THE SPECIAL ELECTION MINUTES OF DECEMBER 8, 2018

Motion: Les Barta
Second: Joel Kaplan
All In Favor **Abstain**

7. REPORT FROM THE BOARD ACCOUNTANT

All accounts are reconciled. All accounts below or at expectation. All fees and bills paid. See provided monthly financial report.

Actual Expenditures for 2018 versus Approved budget leaves need for Line Item Transfers. See attached list of line item transfers provided by Joe Massoni:

MOTION TO APPROVE LINE ITEM TRANSFERS:

MOTION: Les Barta

SECOND: Gerald Kaplan

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

-2019 Fire District Budget will be a 7% increase from 2018 at only \$.01 tax rate increase.

-\$60K coming out of 2019 reserves budget for new replacement utility truck. BOFC does not need to go to local finance board for approval.

RESOLUTION 2018-12-01 approval for the 2019 Proposed Fire District 3 Budget.

MOTION: Les Barta Yes

SECOND: Gerald Kaplan Yes

Roll Call: Joel Kaplan Yes

Joe Haff Yes

Jim Fisher Absent

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

MOTION: Les Barta

SECOND: Joel Kaplan

ALL APPROVE: X **ABSTAIN:** 0

MOTION TO APPROVE PAYMENT FOR RECURRING BILLS:

MOTION: Les Barta

SECOND: Gerald Kaplan

Gerald Kaplan Yes

Jim Fisher Absent

Joe Haff Yes

Les Barta Yes

Joel Kaplan Yes

-No NAYS, Motion carries

-Note: No fees are to be paid to BCB Bank this month per Joel Kaplan.

8. FINANCIAL REPORT FROM THE BOARD TREASURER

Commissioner Joel Kaplan reported a total balance of \$6,082,123.38.

- \$5,516,943.40 in BCB Bank
- \$565,179.98 in Provident Bank

- There is also a separate account at BCB Bank holding \$4,513,276 for the refinancing of Station 23A.

MOTION: Les Barta
SECOND: Joe Haff
ALL IN FAVOR: X **ABSTAIN:** 0

9. OPERATIONS REPORT

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

- Cost Recovery Voucher \$2,042.17 submitted to the State, waiting for check.
- 319 Spotswood Gravel Hill Road (Rooming House) fined \$10,000 in violation of Fire Prevention Laws.
- Unused Vacation Time Firefighter’s contract article #XIV, need approval to send out memo.
- Chief called TLP to report the lack of heat in some areas of Station 23B. TLP provided quotes and proposals to fix the situation.

MOTION FOR TLP TO FIX HEAT IN STATION 23B FOR \$5,690

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

10. PURCHASE AND SERVICE REQUESTS

- SCBA air packs the Bail out system is coming to its end of life expectancy in addition the built-in pouches are falling apart
- The cost to repair all 20 of our harness is \$10,881.00
- Replacement Bailout System cost not to exceed \$10,000.00
- Firstnet data plan for Engine 5, one-time cost of \$1,100.00 for the router thereafter, a monthly fee of \$36.99. Firstnet system is strictly for First responders.

P.O. REQUESTS

2018-31 Gemptor Harness	\$7,650.00
2018-33 Removal of Bailout Systems from SCBA Packs	\$10,881.00
2018-34 Red Alert Upgrade	\$5,995.00
2018-35 Bailout Escape System	\$10,000.00
2018-36 Firstnet Data plan for Engine 5 Router	\$1,100.00

TOTAL P.O. \$35,626

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

2019 CONTRACTS

2018-37 JIF Contract	\$247,533.00
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MOTION: Les Barta
SECOND: Joel Kaplan
ALL IN FAVOR: X **ABSTAIN:** 0

2018-38 ESI Maintenance Contract	\$2,058.00
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MOTION: Les Barta
SECOND: Joe Haff
ALL IN FAVOR: X **ABSTAIN:** 0

11. CORRESPONDENCE

-Chief Gasiorowski sent a letter to Johnson Controls which is our Fire Alarm Monitoring Company to dispute an invoice for \$438.00; they billed us for time and material but didn't fix the problem. We continued to have false fire alarms due to the annunciator panel which we replaced and paid for; this repair solved the false alarm problem we were having.

Update: Local Representative reached out to the Chief and they are trying to resolve the issue.

-The Chief is looking into update the Red Alert System to a cloud-based system. He has obtained some preliminary figures around \$9,000 which will convert all of the personnel files including training daily log general inventory, etc. There are 15-16 different functions that this will include. The system has not been updated in 15 years. This is more of a need than a want. Quote \$5,995.00

-Donations this month total: \$675 from the After-Hours Club of Whittingham, resident Wendy Kennedy and a few more residents on behalf of battery changes.

12. GENERAL BUSINESS

-Bob Schwartz and several BOFC members are meeting with Local Finance Board Council 12/12/2018.

-Joe Massoni explains new family sick leave law regarding MTFD3 employees. Bob Schwartz says he will provide a memo regarding this policy for MTFD3.

UPDATE ON NEW BUILDING AT 23A

-Carey has now received specs for new building.

-Shared Services Agreement – meeting with BOE. Still waiting on removal of fuel tank from 23A.

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: _____

15. MOTION TO RECONVENE REGULAR PORTION OF MEETING

MOTION:
SECOND:
ALL IN FAVOR _____ ABSTAIN _____

16. MOTION TO ADJOURN REGULAR MEETING AT 8:25pm

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 Commissions will take place on **Tuesday, January 8, 2019 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