

**MONROE TOWNSHIP FIRE DISTRICT NO. 3  
BOARD OF FIRE COMMISSIONERS  
MINUTES OF REGULAR MEETING  
SEPTEMBER 8, 2020  
VIRTUAL MEETING**

**1. CALL TO ORDER**

Meeting called to order at 7:03PM

**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 Gasiorowski  
 Board Attorney Robert Schwartz  
 Board Accountant Joe Massoni (via phone)  
 Kris Bachmann Jr.

**6. MOTION TO APPROVE THE VIRTUAL MEETING ON AUGUST 11, 2020 HELD VIA ZOOM.**

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

**7. REPORT FROM THE BOARD ACCOUNTANT**

-All accounts are reconciled. All bills to be paid. See financial reports provided by Mr. Bachmann and Mr. Massoni for details.

-Reimbursement from township for COVID 19 expenses is still pending.

-2019 Auditor Report is still pending. Joe Massoni received draft. Should be completed by 10/2020 for next meeting. So far, looks to be a clean report/opinion.

-Les Barta questions progress of new building Station 23A. Chief reports it is 85% completed and no issues. Construction proceeding very well.

11<sup>th</sup> Installment to Frankowski Construction of \$254,542.26

**MOTION:** Les Barta Yay  
**SECOND:** Joel Kaplan Yay  
**ROLL CALL:** Jim Fisher Yay  
Joe Haff Yay  
Gerald Kaplan Yay

**8. MOTION TO APPROVE FINANCIAL REPORTS FROM BOARD ACCOUNTANT AND APPROVAL OF EXPENDITURES:**

**August Bills to be paid:**

**MOTION:** Les Barta Yay  
**SECOND:** Joel Kalan Yay  
**ROLL CALL:** Joe Haff Yay  
Gerald Kaplan Yay  
Jim Fisher Yay

**Recurring Bills to be paid:**

**MOTION:** Les Barta Yay  
**SECOND:** Joel Kalan Yay  
**ROLL CALL:** Joe Haff Yay  
Gerald Kaplan Yay  
Jim Fisher Yay

**9. FINANCIAL REPORT FROM THE BOARD TREASURER**

Commissioner Joel Kaplan reported a total balance of \$2,251,324.91 total between Provident Bank and BCB Bank. The \$647,636.51 in the BCB account for new building at 23A.

**MOTION:** Les Barta  
**SECOND:** Jim Fisher  
**ALL IN FAVOR:**    X    **ABSTAIN:**    0   

**10. OPERATIONS:**

See Fire Prevention Report, Incident Report and Monthly Activity Report provided by Chief Gasiorowski.

-Cary Spiegel Report provided. 11<sup>th</sup> payment due for processing.

-Chief Peter Gasiorowski provided his retirement notification letter to the Board of Fire Commissioners tonight. He states that his retirement date will be December 31, 2020.

## **11. PURCHASE AND SERVICE REQUESTS**

### **Purchase Service Request:**

**\*Amendment** 2020- 15 Beds & Mattress revised quote due to misunderstanding with model number. Revised quote is \$8,939.04 from \$9,299.40. We could only purchase 5 beds instead of the 12 needed.

**MOTION:** Les Barta  
**SECOND:** Jim Fisher  
**ALL IN FAVOR:** \_\_\_X\_\_\_ **ABSTAIN:** \_\_\_0\_\_\_

2020 – \$6,462.20 - 19 Blockhouse Furniture for 7 Beds

**MOTION:** Les Barta  
**SECOND:** Joel Kaplan  
**ALL IN FAVOR:** \_\_\_X\_\_\_ **ABSTAIN:** \_\_\_0\_\_\_

2020 - \$60 – Costco Membership

**MOTION:** Les Barta  
**SECOND:** Joel Kaplan  
**ALL IN FAVOR:** \_\_\_X\_\_\_ **ABSTAIN:** \_\_\_0\_\_\_

2020 - \$720 – Outside Table

**MOTION:** Les Barta  
**SECOND:** Jim Fisher  
**ALL IN FAVOR:** \_\_\_X\_\_\_ **ABSTAIN:** \_\_\_0\_\_\_

**Total P.O. \$7242.30**

2020 - (6)Small TV Monitors at \$129ea and (6)Brackets at \$65ea:

**Total P.O \$1,164**

**MOTION:** Les Barta  
**SECOND:** Jim Fisher  
**ALL IN FAVOR:** \_\_\_X\_\_\_ **ABSTAIN:** \_\_\_0\_\_\_

-Waiting for quotes on Refrigerator/Freezer, Stove, Dishwasher and Hood.

2020 - \$117.27 - Ventilation going into IT Closet. Les Barta to purchase and be reimbursed. AC Infinity Cooling Fans.

**MOTION:** Les Barta  
**SECOND:** Joe Haff

ALL IN FAVOR: \_\_\_X\_\_\_ ABSTAIN: \_\_\_0\_\_\_

2020 – \$1,219.71 - CDWG IT VENDOR Equipment Server Rack Uninterruptible Power Supply

MOTION: Les Barta  
SECOND: Jim Fisher  
ALL IN FAVOR: \_\_\_X\_\_\_ ABSTAIN: \_\_\_0\_\_\_

**12. CORRESPONDENCE**

-Still waiting on PSE&G to finish stove hookup.

-Doors on order. Delay due to metal supply.

**13. GENERAL BUSINESS**

-Phone system Quote: \$3,259 telecom/year. Tabled

- Zoom Voice & Video. Pay As You Go Option: \$2,035,76 will not exceed invoice

MOTION: Les Barta  
SECOND: Joel Kaplan  
ALL IN FAVOR: \_\_\_X\_\_\_ ABSTAIN: \_\_\_0\_\_\_

**UPCOMING IMPORTANT DATES:**

10/27/2020 Chief Replacement Interview

10/29/2020 Rollover Interview Date

12/8/2020 Swearing in of New Chief

**14. CHAIRMAN TO OPEN THE MEETING TO THE PUBLIC**

No public comments tonight.

**15. MOTION TO MOVE TO EXECUTIVE SESSION AT 7:50PM**

MOTION: Les Barta  
SECOND: Joel Kaplan  
ALL IN FAVOR \_\_\_X\_\_\_ ABSTAIN: \_\_\_0\_\_\_

**16. MOTION TO END EXECUTIVE SESSION AND RECONVENE REGULAR PORTION OF AT 8:31PM**

MOTION: Les Barta  
SECOND: Jim Fisher  
ALL IN FAVOR: \_\_\_X\_\_\_ ABSTAIN \_\_\_0\_\_\_

**17. MOTION TO ADJOURN REGULAR MEETING AT 8:32PM**

**MOTION:** Les Barta

**SECOND:** Jim Fisher

**ALL IN FAVOR:**   X  

**ABSTAIN:**   0  

**NOTICE:** The next scheduled Regular Meeting of the Monroe Township Fire District No. 3 Board of Fire Commissions will take place on **Tuesday, October 13, 2020 at 7:00 PM** virtually on zoom.com. Information to log onto meeting can be found on the home page of the website [www.mtfd3.com](http://www.mtfd3.com) 48 hours prior to meeting.

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](http://www.mtfd3.com).

Respectfully submitted, \_\_\_\_\_

Board Secretary