

THE COMMISSIONERS OF FIRE DISTRICT 2
IN THE TOWNSHIP OF EAST BRUNSWICK
COUNTY OF MIDDLESEX
216 JOSEPH STREET * EAST BRUNSWICK * NEW JERSEY 08816

Minutes of the Meeting of August 14, 2012

- I.** **CALL TO ORDER:** Vice-Chairman Colon called the meeting to order at 8:00 PM at the District office Meeting Room located at 216 Joseph Street, East Brunswick, New Jersey.
- II.** **SALUTE TO THE FLAG:** Vice -Chairman Colon opened the meeting with the salute to the flag.
- III.** **READING OF THE OFFICIAL NOTICE OF THE MEETING:**
Vice-Chairman Colon read the official notice of the meeting. [Attachment I]
- IV.** **ROLL CALL:** Roll Call showed Commissioners Colon, DeGraw, LeBuis, and Weissman to be in attendance. Commissioner Lyons was not in attendance.
- V.** **FIRE PREVENTION BUREAU:**

Fire Marshal Verdi was not in attendance; the following was reported by Vice-Chairman Colon in his absence:

Year to date inspections have exceeded those from 2011 thereby bringing the Bureau back on schedule.

Multiple housing inspections have exceeded those from 2011, Bureau is ahead of schedule.

Inspections held at the Middlesex County Fair were completed on schedule. Records indicate a total of 126 permits were issued, 11 less than 2011; fees generated totaled \$3,276.00.

Bureau reported there are \$14,206.00 outstanding fees from the annual permits. Notices with penalties have been sent to those businesses that are past due.

Bureau interviewed a candidate for another part time position. Decision to hire will be determined later in August.

Site plans for proposed CVS Pharmacy have been reviewed by the Bureau and Fire Company. Recommendations have been returned to the Township of East Brunswick.

VII. APPROVAL OF MINUTES:

The minutes of July 10, 2012 Regular Meeting, were approved, on a motion by Commissioner LeBuis, seconded by Commissioner Weissman. Roll call showed Commissioners DeGraw, LeBuis, and Weissman all voting Aye.

IX. COMMUNICATIONS:

NONE

X. TREASURERS REPORT: [Attachment II for details]

Commissioner Weissman reported the following as of July 31, 2012:

Operating Account	\$ 239,962.41
Cash Mgmt Fund - General	\$ 452,139.95
Cash Mgmt Fund – Fire App	\$ 62,323.15
Cash Mgmt Fund LOSAP	\$ 35,415.80
Cash Mgmt Dedicated Penalty FC	\$ 21,358.85
Cash Mgmt New Bldg	\$ 31,983.09
Cash – New WS Bldg: BOA	\$ 4,166.32

The Treasurer’s Report was accepted on a motion by Commissioner LeBuis, seconded by Commissioner Colon. Roll call showed Commissioners Colon DeGraw, LeBuis, and Weissman all voting Aye.

Board accountant Mike Bart of Bart and Bart presented the results of the annual audit for consideration. Audit provided the District is financially sound with no findings or recommendations being issued. Resolution 2012-18 approving the audit was introduced by Commissioner Weissman and Seconded by Commissioner LeBuis. Roll Call showed Commissioners Colon, DeGraw, LeBuis, and Weissman all voting Aye.

Commissioner Weissman reported that discussions relative to converting new building notes to bonds were held with Bart and Bart and East Brunswick Township finance director Lou Neely. Recommendation is to wait until mid-summer 2013 for conversion of the notes. Further discussions will be conducted during preparation of the proposed 2013 fiscal budget.

Chief Withum and Vice President Dunphy of the East Brunswick Independent Fire Company were advised to begin preparing for the 2013 budget process.

XI COMMITTEE REPORTS:

1. Willow Street Expansion:

Replacement pump has been ordered and will be installed upon receipt.

XII

UNFINISHED BUSINESS:

1. Grant Status:

Vice-Chairman reported The Grantwell, contractor retained to prepare grant applications has decided to no longer support fire department based grants. District will be looking for a new grant writer.

2. Monthly Injuries

None

3. LOSAP

The 30 day waiting period has passed with no reports of discrepancies from members of the East Brunswick Independent Fire Company. District will fund the 2011 LOSAP accounts during the month of August.

4. Computer Problems

None

5. New Radios

No Progress

6. Sale of Engine and Equipment

No Progress

7. Shared Service

Chief Withum reported the use of CAD based e-dispatch is still under review with representative of East Brunswick Township.

8. Disposal of Equipment

No Progress

9. Dunhams Corner Station Floor

Vice President Dunphy reported the concrete has been replaced and floor will be epoxy coated week of 20-Aug-12.

10. Hydrant Markers

Chief Withum reported the installation program will begin again mid-September.

11. Fire Prevention Demonstration

Program set for 03-Oct-12. District will notify insurance carrier of the event and provide insurance certificates necessary.

12. Generator Replacement

Generator has been installed and is ready to be placed into service. Initial testing indicated the gas pressure needs to be increased by PSE&G. Notification has been made and awaiting work to be completed by utility.

13. Willow Street Paving

Paving has been completed; minor concrete work needs to be finished.

XIII NEW BUSINESS:

No New Business

XIV FIRE CHIEF/PRESIDENT REPORT:

Chief Withum and Vice President Dunphy had no report or issues to discuss.

XV. PUBLIC PORTION:

No comments from the public.

XVI ADJOURNMENT:

Being no further discussion or business at this time, Commissioner Colon moved, seconded by Commissioner LeBuis that the public meeting be adjourned at 9:00 PM. Roll call showed Commissioners Colon, DeGraw, LeBuis, and Weissman all voting Aye.

Respectfully submitted,

Dennis A. DeGraw
Clerk