

**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 Regular Meeting of December 13, 2011**

**I. CALL TO ORDER:** Chairman Lyons 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:** Chairman Lyons opened the meeting with the salute to the flag.

**III. READING OF THE OFFICIAL NOTICE OF THE MEETING:**  
Chairman Lyons read the official notice of the Regular meeting. [Attachment I]

**IV. ROLL CALL:** Roll Call showed Commissioners Colon, DeGraw, LeBuis, Lyons, and Weissman to be in attendance.

**V. FIRE PREVENTION BUREAU:**

Fire Marshal Verdi was unable to attend the meeting; Chairman Lyons reported the following items for the Bureau of Fire Prevention:

All areas of inspections are on schedule, Annual, Life Hazard and Multiple Housing. All annual Life Hazard inspection will be completed by 16-Dec-11.

Bureau is continuing to collect past due fees, remaining balance is less than \$5,000.00.

Hydrant markers have been ordered, scheduled for delivery on or about 16-Dec-11. Chief Withum will coordinate installation of the hydrant markers.

**VI. APPROVAL OF MINUTES:**

The minutes of November 8, 2011 Regular Meeting, were approved on a motion by Commissioner Colon, seconded by Commissioner LeBuis. Roll call showed Commissioners Colon, DeGraw, LeBuis, Lyons, and Weissman all voting Aye.

**VII. COMMUNICATIONS:**

None

**VIII** **TREASURERS REPORT:** [Attachment II for details]

Commissioner Weissman reported the following as of November 30, 2011:

Operating Account	\$	198,344.62
Cash Mgmt Fund - General	\$	565,669.43
Cash Mgmt Fund – Fire App	\$	62,304.75
Cash Mgmt Fund LOSAP	\$	35,405.34
Cash Mgmt Dedicated Penalty FC	\$	32,657.58
Cash Mgmt New Bldg	\$	31,973.44
Cash – New WS Bldg: BOA	\$	7,734.72

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

Board will conduct a Special Meeting on December 31, 2011 at 10:00 AM for the purpose of making budget adjustments and awarding annual contracts.

**IX** **COMMITTEE REPORTS:**

1. Willow Street Expansion:

Last remaining issue of a noisy pump in the boiler system will be discussed at a meeting with the building architect and mechanical contractor scheduled for 22-Dec-11.

**X** **UNFINISHED BUSINESS:**

1. Grant Status:

Grant application still under review by the US Government. To date, no grants have been awarded.

2. Annual Inventory

All apparatus has been inventories with items being recorded in the inventory system. Only remaining areas to be completed are the Board office area. Anticipate completion of the project by the end of 2011.

3. Monthly Injuries

None

4. LOSAP Policy Update

No Progress

5. Computer Problems

None

6. New Radio System

Special Election has been scheduled for 16-Dec-11 to request permission from the Public to purchase new portable radios necessitated by the upgrade of the existing system administered by the Township of East Brunswick. Proposals are being formulated by the vendor currently holding the State contract for portable radios.

7. Sale of Engine 803

Repairs of Engine 803 are on-going, anticipate the return of the vehicle at the beginning of 2012.

8. New Vehicle Radios

All radios have been installed in the vehicles. Arrangements for programming are being made, anticipate completion by end January 2012.

9. Shared Service

Chief Withum reported a mapping program has been purchased for use by the Fire Company and will be installed in all vehicles. Purchase has been done in conjunction with East Brunswick Township thereby saving some cost. Program will be offered to District 1 and 3 with the anticipation of additional savings if they elect to join the service.

10. PEOSHA

PEOSHA conducted the survey on 29-Nov-11, formal report has been issued with copies being provided to Chief Withum and President Vojir. Issued identified are being corrected and are targeted to be complete by 31-Dec-11. Interim updates will be provided to the PEOSHA inspector as evidence of progress.

11. Disposal of Equipment

No Progress

**XI** **NEW BUSINESS:**

Board of Commissioners recognized Sameer Sood as a member of the Relief Association. A motion was made by Commissioner Colon, seconded by Commissioner LeBuis. Roll Call showed Commissioners Colon, DeGraw, LeBuis, Lyons, and Weissman all voting Aye.

The 2012 proposed fiscal budget was presented to the Board by Commissioner Weissman, Board Treasurer. The budget reflects an increase in the tax rate from \$0.104 to \$0.111. Much of the increase has been attributed to a loss in taxable revenue resulting from successful tax appeals. The District taxable rate has been reduced by approximately \$38MM.

The budget total for 2012 is \$1,801,446.00 with the amount to be raised by taxation \$1,101,700.00.

Commissioner Weissman report the increase does not exceed the State of New Jersey mandate maximum increase amount of 2%. The budget has been reviewed by Board accountant Michael Bart, who has completed all documents to be submitted to the State on or before 20-Dec-11.

On a motion by Commissioner LeBuis, seconded by Commissioner Colon the Board adopted the 2012 fiscal budget. Roll call showed Commissioners Colon, DeGraw, LeBuis, Lyons, and Weissman all voting Aye.

**XII FIRE CHIEF/PRESIDENT REPORT:**

No Report from Chief Withum

No Report from President Vojir

**XIII. PUBLIC PORTION:**

No comments from the public.

**XIV ADJOURNMENT:**

Being no further discussion or business at this time, Commissioner Colon moved, seconded by Commissioner LeBuis that the public meeting be adjourned at 9:30 PM. Roll call showed Commissioners Colon, DeGraw, LeBuis, Lyons, and Weissman all voting Aye.

Respectfully submitted,

Dennis A. DeGraw  
Clerk