

**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 February 8, 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, and Lyons to be in attendance.
- V. **FIRE PREVENTION BUREAU:**

Fire Marshal Johnson reported the following:

Inspections are behind schedule as compared to 2010 as a result of recent extreme weather conditions.

Multiple housing inspections will begin in March

Bureau has collected approximately \$3,000.00 of past due fees. Balance outstanding for 2010 is now at \$1,500.00 which will be expedited with the 2011 fees. Approximately \$1,500.00 is uncollectable as the entities are no longer in business.

Site Plan review for a proposed med-surgical center located on Arthur Street behind Bank of America. Comments returned to the Township of East Brunswick.

Fire Marshal Johnson proposed the Bureau of Fire Prevention, in conjunction with Township of East Brunswick Water Department, install a hydrant marking system to aide in locating hydrants which might be otherwise obscured by snow. A flag system can be installed at an approximate cost of \$7,000.00. The cost would be split between the Bureau and the Water Department. Commissioner Lyons requested the Bureau to investigate the availability of an electronic system that can be tied to the computers carried in the fire apparatus. A motion to provide up to \$4,000.00 for the installation of a flag hydrant location system for the 700 hydrants within Dist 2 was made by Commissioner Colon, seconded by Commissioner LeBuis. Roll Call showed Commissioners Colon, DeGraw, LeBuis and Lyons all voting Aye. The Bureau will investigate the use of an electronic system and report back at a later date.

The supplier of fire reporting software will be conducting a training call at Rutgers University at the end of February. Board will review to determine if any of the staff should attend.

**VIII. APPROVAL OF MINUTES:**

The minutes of January 11, 2011 Regular Meeting, were approved on a motion by Commissioner LeBuis, seconded by Commissioner Colon. Roll call showed Commissioners DeGraw, Colon, LeBuis and Lyons all voting Aye.

The minutes of January 18,, 2011 Special Meeting, were approved on a motion by Commissioner LeBuis, seconded by Commissioner Colon. Roll call showed Commissioners DeGraw, Colon, LeBuis and Lyons all voting Aye.

**IX COMMUNICATIONS:**

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

Treasurer Timper reported the following as of January 31, 2011:

Operating Account	\$ 240,261.25
Cash Mgmt Fund - General	\$ 295,585.18
Cash Mgmt Fund – Fire App	\$ 67,351.33
Cash Mgmt Fund LOSAP	\$ 35,369.26
Cash Mgmt Dedicated Penalty FC	\$ 20,219.32
Cash Mgmt New Bldg	\$ 146,854.54
Cash – New WS Bldg: BOA	\$ 55,702.28

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

The State of New Jersey Department of Community Affairs has not formally accepted the proposed budget for 2011, in writing.

**XI COMMITTEE REPORTS:**

1. Willow Street Expansion:

The pump which is producing all the noise in the mechanical room has been replaced. The other pump is noisy as well. Manufacturer of the pump will review the situation and propose a fix.

Additional security cameras have been installed in the entrance way hallway and on the building exterior. The overall storage system will now need to be

upgraded to store data for approximately one month. Estimated cost of storage upgrade is \$7,000.00. Board to review and consider at a later time.

No progress on the cracked concrete located in the pad in front on the truck bays.

## **XII**      **UNFINISHED BUSINESS:**

### 1. Grant Status:

Fire Marshal Johnson reported the Bureau, in conjunction with the Fire Prevention Bureau for Fire District 1, is applying for a grant to purchase a new Fire Prevention trailer. Grant due to be submitted within one week.

### 2. Fuel Tank Modification/Replacement

Installation of fuel tank delayed due to weather, anticipate installation will not take place until March

### 3. Annual Inventory

No progress.

### 3. Monthly Injuries

One injury was reported for the month, all documentation has been submitted. Individual did not lose any work time.

### 4. LOSAP Policy Update

Board will act on proposed changes to LOSAP Program at the March meeting.

### 5. Computer Problems

Experiencing issues with ESP system start-up, vendor and representative from hardware maintenance Company will meet on site to review the systems in an attempt to make the system work without delays. Meeting is scheduled for week of 14-Feb-11.

### 6. New Radio System

Township is testing the radio system provided through Middlesex County. East Brunswick Independent Fire Company is conducting tests for fire calls and will advise progress next month.

### 7. Siren Maintenance

No Progress

8. Sale of Engine 801

A proposal to affect repairs to Engine 801 was received by Chief Withum and is under review.

9. Grant for New Radios

No Progress.

10. Memorial School Asbestos Abatement Report

No response from the Board of Education relative to the request to provide a copy of the asbestos abatement report for Memorial School. Board will ask District attorney to get involved.

11. Fire Watch Program

No Progress

**XIII NEW BUSINESS:**

None

**XIV FIRE CHIEF/PRESIDENT REPORT:**

Chief Withum had nothing to report.

President Vojir asked if there was any progress in finding a copy of software containing personnel information. No progress at this time.

**XV. PUBLIC PORTION:**

No comments from the public.

**XVII ADJOURNMENT:**

Being no further discussion or business at this time, Commissioner Colon moved, seconded by Commissioner LeBuis that the public meeting be adjourned at 9:15 PM. Roll call showed Commissioners Colon, DeGraw, LeBuis and Lyons all voting Aye.

Respectfully submitted,

Dennis A. DeGraw  
Clerk