

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 May 10, 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. Commissioners Timper was absent.
- V. **RESIGNATION:** Chairman Lyons reported that Commissioner Timper has requested that his resignation presented in December 2010 be acted upon at the May meeting. On a motion by Commissioner LeBuis, seconded by Commissioner Colon, the resignation of William Brian Timper from the Board of Fire Commissioners was accepted effective immediately. Roll Call showed Commissioners Colon, DeGraw, LeBuis, and Lyons all voting aye.

Board members will review potential candidates for the open Commissioner seat and act on same during the June monthly meeting.

VI. FIRE PREVENTION BUREAU:

Fire Marshal Johnson reported the following:

Inspections are on schedule.

Multiple Dwelling Housing inspections are on schedule. Lake Avenue complex will be converting to a condominium association. Owners have requested the Bureau to inspect all units to assure codes are being followed. This work will be in addition to the original plans for the year and will be funded by the current owners of the complex.

Grant applied for new Fire Prevention Trailer has not been released by US Govt.

A meeting has been scheduled with East Brunswick water department, District 1 representative and the Bureau to discuss the installation of hydrant markers in District 2 and possible replacement of markers in District 1.

No site plans were presented for review during this period.

VIII. APPROVAL OF MINUTES:

The minutes of April 12, 2011 Regular Meeting, were approved on a motion by Commissioner LeBuis, seconded by Commissioner Colon. Roll call showed Commissioners Colon, DeGraw, LeBuis, and Lyons all voting Aye.

IX COMMUNICATIONS:

None

X TREASURERS REPORT: [Attachment II for details]

Asst Clerk/Treasurer LeBuis reported the following as of April 30, 2011:

Operating Account	\$	42,990.56
Cash Mgmt Fund - General	\$	295,737.63
Cash Mgmt Fund – Fire App	\$	67,386.67
Cash Mgmt Fund LOSAP	\$	35,387.82
Cash Mgmt Dedicated Penalty FC	\$	20,229.93
Cash Mgmt New Bldg	\$	96,931.60
Cash – New WS Bldg: BOA	\$	4,758.73

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 all voting Aye.

Resolution 2011-07 allowing the District to periodically transfer funds from the Bureau to the District was read and discussed, copy attached. Resolution was passed on a motion by Commissioner LeBuis, seconded by Commissioner Colon. Roll Call showed Commissioners Colon, DeGraw, LeBuis and Lyons all voting Aye.

XI COMMITTEE REPORTS:

1. Willow Street Expansion:

Security Camera Storage System – No Progress, on hold

Parking Lot Repairs – completed

Coffee Pot – No Progress

XII UNFINISHED BUSINESS:

1. Grant Status:

Commissioner Colon reported that terms for an agreement with The Grantwell to represent the District in applying for grants were reached. Cost to retain the supplier are \$100.00 per month issued on a six (6) month basis, hourly rate to apply for a grant is \$75.00. The Board agreed to retain the services of The Grantwell on a motion by Commissioner Colon,

seconded by Commissioner LeBuis. Roll call showed the Commissioners Colon, DeGraw, LeBuis, and Lyons all voting Aye.

2. Annual Inventory

Commissioner DeGraw is reviewing companies who perform inventory services. Reports and recommendations will be made in the upcoming months.

3. Monthly Injuries

None

4. LOSAP Policy Update

No Progress

5. Computer Problems

None Reported

6. New Radio System

District and Chief have received notification of a proposed meeting with Township officials to discuss radio needs if the system is changed. Date of meeting has not been established as of this date.

7. Siren Maintenance

District has contacted Verizon relative to the repair of equipment used to activate the sirens; awaiting a response. Cheryl will expedite in an attempt to resolve within the next month.

8. Sale of Engine 801

Sale of Engine 801 has been delayed as unit was placed back in service. Engine 803 has issues with broken frame mounts causing the unit to be placed out of service. Per Chief Withum, line officers may make a recommendation to retain Engine 801 and sell Engine 803.

9. Grant for New Radios

Radios to be installed in apparatus, Chief Withum making arrangements to accomplish same.

10. Fire Watch Program

Commissioner Colon provided a report on the parameters of a Fire Watch program. More detail to be presented in the future months.

11. Shared Service

No progress.

12. Card Keys

No progress.

13. PEOSHA

Board received the report issued by the State of New Jersey PEOSHA. Minor items need to be completed for a re-inspection on or about 20-Jun-11.

Board will arrange for an onsite consultation with PEOSHA branch associated with the Department of Labor once all open issued have been resolved with the Department of Health branch.

XIII NEW BUSINESS:

None

XIV FIRE CHIEF/PRESIDENT REPORT:

Chief Withum reported the following:

Ladder 809 is still out of service for repairs. Estimated cost to complete repairs locally, before going to KME for ladder work, is \$17,000.00. These costs were not anticipated in the annual budget.

Engine 803 has broken body mountings causing the unit to be placed out of service. Costs to repair Engine 803 were not anticipated in the annual budget preparation.

Chief was requested to refrain from purchasing any equipment until it can be determined the cost of making above repairs can be determined. Board recognized transfer from other accounts may have to be made to meet commitments on existing repairs. Chief reported the only PO issued to date was for new turnout gear in the amount of \$17,000.00.

Reported that 18 lengths of hose were lost during recent testing, immediate replacement is not necessary at this time.

President Vojir reported the following:

Gear racks in the Willow Street Station require replacement. President Vojir asked if District could fund the replacement at this time. Board requested anticipated cost for consideration.

President Vojir reported that the original emergency generator for the Willow Street Station will need to be replaced. President requested the Board to consider connecting the original Willow Street building to the system when replacement is contracted. Board asked for cost estimate to replace the generator for future use.

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 9:55 PM. Roll call showed Commissioners Colon, DeGraw, LeBuis and Lyons all voting Aye.

Respectfully submitted,

Dennis A. DeGraw
Clerk