

**REGULAR MEETING  
BOARD OF FIRE COMMISSIONERS – DISTRICT #2  
April 21, 2008**

**CALL TO ORDER**

The meeting of the Board of Fire Commissioners was called to order by Chairman Spahr at 7:30 p.m., followed by the flag salute.

**NOTICE OF COMPLIANCE**

Chairman Spahr read the Public Law Meeting Notice of the Public Laws of 1975.

**ROLL CALL**

Mr. R. Potts-present, Mr. Smith-present, Mr. Young-present, Mr. B. Potts-present, Mr. Spahr-present.

**ADDRESS FROM THE FLOOR**

No one came forward.

**APPROVAL OF MINUTES**

Mr. Smith made a motion to approve the Executive Meeting Minutes of February 19, 2008, seconded by Mr. Young. No discussion.

Roll Call:

Mr. R. Potts-yes, Mr. Smith-yes, Mr. Young-yes, Mr. B. Potts-yes, Mr. Spahr-abstained. All in favor with one abstention. Motion approved.

Mr. Smith made a motion to approve the Regular Meeting Minutes of February 19, 2008, seconded by Mr. R. Potts. No discussion.

Roll Call:

Mr. R. Potts-yes, Mr. Smith-yes, Mr. Young-yes, Mr. B. Potts-yes, Mr. Spahr-abstained. All in favor with one abstention. Motion approved.

Mr. R. Potts made a motion to approve the Reorganization Meeting Minutes of March 17, 2008, seconded by Mr. Smith. No discussion.

Roll Call:

Mr. R. Potts-yes, Mr. Smith-yes, Mr. Young-abstained, Mr. B. Potts-yes, Mr. Spahr-yes. All in favor with one abstention. Motion approved.

Mr. Smith made a motion to approve the Regular Meeting Minutes of March 17, 2008, seconded by Mr. R. Potts. No discussion.

Roll Call:

Mr. R. Potts-yes, Mr. Smith-yes, Mr. Young-abstained, Mr. B. Potts-abstained, Mr. Spahr-yes. All in favor with two abstentions. Motion approved.

## **PROFESSIONAL REPORTS**

### **Chief's Report: (See Attached)**

The Chief gave his March 2008 report. He added that the trip to E-One went well. There were a few minor corrections to be made. These minor corrections will be fixed. The lettering and striping will be completed and then will take delivery. The Chief distributed an updated version of the artwork design (which was part of the bid specifications for the new truck). Members attended the Athletic Association Opening Ceremony in which the MJVFD provided the honor guard. The Chief stated that an order has been placed with award pros for fire fighter tags (larger plastic tag) for tracking purposes. Physicals are in progress and will be completed by May 1, 2008. The Line Officer formed a committee for the replacement vehicle of 204. They met as a group to decide what specifications they are looking toward. Thursday they will meet with E-One and Absolute. On May 3, 2008 MJVFD will be at the County Fire Academy, coverage will be provided while they are out of the Township. There is a Township Ordinance in progress and will have an update for the next meeting. Two members are on a personal leave of absence – one until June 1, 2008, the other for 6 months.

### **District Coordinator's Report: (See Attached)**

Mr. Wolfe gave his April 2008 report.

### **Insurance Chairman's Report:**

No report.

### **Treasurer's Report:**

Mr. Young reported there were 3 deposits made after 2/19/2008 and prior to March's meeting they included: Group Life reimbursement for C. Weber Jr. \$129.84, South Brunswick Township – Election \$250.00, and a group life reimbursement for D. Weber of \$79.44. Also received was the 1<sup>st</sup> Quarter Tax Payment from South Brunswick Township of \$198,187.50. Mr. Young distributed 2 reports: Status of Revenues and Expenditures vs. Budget – Year 2007 and Status of Revenues and Expenditures vs. Budget 2008. He reviewed them with the Board members. Also included were the Balance Sheet Year Ended 2007 – Balances and Comparisons.

Mr. Young reported that Alex has worked on the inventory project from present backwards to 2003. Mr. Young had hoped to be further along with this project, but due to circumstances (death in family) he was unable to work on this during the past few months. Mr. Young still feels that it is all in the interpretation of what you read and is not really sure of the timeframe that this needs to be completed in. Mr. Young will call the auditor and drop off the books for the 2007 audit.

### **Joint Code Enforcement Board Representatives's Report:**

Mr. Smith reported the Joint Board held their Reorganization and Regular Meetings on April 16, 2008. Mr. Laird reported that 98% of the fire inspections for 2007 have been inspected and 94% are completed. There will be a 2-year inspection schedule for 2008. Mr. Laird informed the Joint Board members that one of his men is out on workman's compensation. He explained that the Inspector that was funded by District #2 has

completed his 6 month probation. Mr. R. Potts had indicated at the Joint Board meeting that after the Inspector has completed one year with the Township a meeting is to take place with the Manager regarding the position. Mr. Smith is once again the Chairman of the Joint Board. Kingston and Monmouth Junction were present at the meeting, but there was no attendance from Kendall Park. The Secretary did not get a response back from the Clerk's Office in time for the Joint Board Meeting regarding the Districts' Resolutions.

### **Legislative Report:**

Mr. R. Potts reported that the Legislators are still working on the budget until May.

He told the Board the NJF & EMSI will be hosting a dinner on May 19, 2008. There is anticipation of a Fire Caucus in New Jersey being announced at the meeting. This has been 10 years in the making. The NJF & EMSI organization meets here 4-5 times a year. We have been to Washington, and PA to learn how to formulate an active group. This would give the Fire Service one place to go for legislation. He has tickets, if anyone is interested in attending. He would like to see members from Monmouth Junction in attendance; although it is the same night as our meeting.

The Resolution for the LOSAP COLI was not done for this month, it will be completed for our next meeting.

### **ORDER OF BUSINESS**

#### **Discussions on Policy Changes for Fire Fighter Incentive Programs**

The changes that were made in the clothing allowance from \$250.00 to \$275.00 and Group Life Insurance from \$10,000.00 to \$20,000.00 will be effective July 1, 2008. Mr. Smith made a motion to approve the changes and have them placed in the Policy and Procedures Manual, seconded by Mr. R. Potts.

Roll Call:

Mr. R. Potts, yes, Mr. Smith-yes, Mr. Young-yes, Mr. B. Potts-yes, Mr. Spahr-yes.  
All in favor. Motion approved.

#### **Discussions on Rescue Training Site – Station 20**

Mr. Smith drew up the draft set of specifications to solicit quotes. He sent the specifications to the Board attorney for his review. He spoke to Mr. Braslow and he has no problem with us proceeding. All Board members were in agreement to proceed. The Mershon Fabrication Company had an increase in their cost of \$200.00 for the vault with the total now being \$4,200. Mr. Smith will have additional information in 2 – 3 weeks. Mr. Smith felt the approximate cost of the proposed portion of the project would be around \$15,000. Mr. Young asked the Board members to consider canceling the extra money in the budget to allow this money to be available for other items.

#### **Discussions Regarding the Disposal of Old Truck #205**

The options at this time for those that are interested are as a donation to Helmetta through the Forest Fire Service or to help out Kendall Park through Chris Perez through a sale or bid process or arrangement as a loan. There is uncertainty at this time as to where it stands with his Board of Fire Commissioners. Mr. Wolfe spoke to Mr. Perez and

explained to him that District #2 needs to know from District #1, their intentions. Mr. Smith spoke to one of the Kendall Park Commissioners last month and explained further what may be transpiring in District #1. Mr. Spahr stated the bluebook value is \$2,700 - \$2,800. There are other items on the truck that have value (generator, hurst reels). Mr. Smith would like to take an extra month to re-evaluate the options and have this agendized for next month. All agreed to table for one month and discuss for a decision.

### **Items Timely and Important**

#### **Travel Expense**

Mr. Young asked the Board to consider adopting a policy to be reimbursed for travel expenses (mileage). Mr. Smith asked if Mr. Young would create a draft policy for the Board to review.

#### **Federal Grant Money**

Mr. R. Potts stated there is \$600 million worth of federal government grant money. The grant money was appropriated into the budget. In the past, the grant money really hasn't been there to spend because it hasn't been appropriated. This grant money will be appropriated.

#### **Artwork for the New Truck #205**

A draft of the artwork for the new truck #205 was distributed by the Chief. The artwork was part of the new truck #205 bid specifications. Mr. Spahr felt that as long as it is not gaudy. Mr. Smith had no problem with what was on there. We are in different times and have different members now. The artwork will be designed and will have to be approved.

#### **New Member**

We have a new member. His name is Scott Nicolson. He is 18 years old and will be attending Fire School 5 days a week for 4 weeks in July.

#### **VOUCHER LIST (See Attached)**

Mr. Young made a motion to accept the voucher list as amended, seconded by Mr. B. Potts. The amendments were: FF – CDE Government, Inc. from \$249.00 to \$294.00, KK – Dayton Auto Center for \$958.59, LL – Budco Financial Service for \$1,679.90 and MM – Kleen-Tec Maintenance for \$415.00.

Roll Call:

Mr. R. Potts-yes, Mr. Smith-abstained, Mr. Young-yes, Mr. B. Potts-yes, Mr. Spahr-yes. All in favor. Motion approved.

#### **ADDRESS FROM THE FLOOR**

No one came forward.

#### **ADJOURNMENT**

Mr. Young made a motion to adjourn the meeting, seconded by Mr. B. Potts. All in favor. Motion approved. Meeting adjourned 8:36 p.m.

Respectfully Submitted,

Melanie Flagg, Secretary  
BOFC – Dist #2

Next Meeting Date: May 19, 2008 – 7:30 p.m.