

MONROE TOWNSHIP FIRE DISTRICT NO. 1
BOARD OF FIRE COMMISSIONERS
MINUTES OF REGULAR MEETING
WEDNESDAY, JULY 11, 2018

The Monroe Township Board of Fire Commissioners of Fire District No. 1 met at the new Firehouse, 467 Spotswood-Englishtown Road, Monroe Township, New Jersey for a Regular Meeting. The meeting was called to order with a salute to the Flag at 7:00 PM. There was a moment of silence for fallen soldiers, firefighters, EMS workers, etc.

Mr. Jonathan Cohen, Attorney, announced that the meeting is being held in accordance with the Open Public Meetings Act (copy attached) and that adequate notice of the meeting has been provided by the following: posted on the bulletin board of the Township Clerk in the Municipal Complex and published in the Home News Tribune.

UPON ROLL CALL the following members of the Monroe Township Board of Fire Commissioners of District No. 1 were present: Raymond Perry, Michael Costello and Christian Ventriello.

ABSENT: Vincent DiLieto & Charles Dipierro

ALSO PRESENT: Attorney Jonathan Cohen, Board Accountant Joseph Massoni, Deputy Chief Lonnie Pipero, President Paul Ivans, Fire Official Ernest Zih, Jr. and Fire Inspector Pat Reardon

UPON MOTION MADE by Michael Costello and seconded by Christian Ventriello, with all in favor, the Board approved the minutes of the Regular Meeting of June 13, 2018 subject to the same being provided to the public during, and subsequent to this meeting.

INSURANCE REPORT: Commissioner Christian Ventriello reported that there is one open insurance claim that is being handled.

CHIEF'S REPORT: Deputy Chief Lonnie Pipero was present and gave report. (attached) He stated that there were 3 drills, 2 new members and four guys attending Firefighter2. Four guys just graduated from Firefighter1 (Mercer County) Their certificates were handed out and the academy did a nice spread for them.

There is a proposal for new gear that will not be received until November/December. They are scheduled to come out and measure on the 17th. Lonnie said this purchase has already been approved, so a purchase order could be written, but the check will be held until the gear arrives.

Registration renewal came for a 2000 Ford Expedition that was donated to Spotswood Fire Department. The title is also still in our possession. He will contact Jose from Spotswood and turn over these documents.

FIRE PREVENTION REPORT: Ernie was present and gave report. (attached) He stated that the ESP computer program is to be installed on all office computers & go directly on the server.

Ernie also spoke about the Township requesting a Fireworks Safety video in conjunction with the recent NJ Law regarding sparklers and other similar devices. The Monroe Township Office of Information, the Fire Department and the Bureau designed and filmed a safety video demonstrating the dangers of sparklers and how hot they get, including safety tips. This film was edited by Amanda's Web and posted on Facebook by the Bureau, Fire Department and Monroe Township. The video has been well received.

The Fire Prevention Poster Contest had two posters that made it to the finals. We are still waiting for the results of the winners from the State poster contest.

PRESIDENT'S REPORT: President Paul Ivans was present. Paul stated that he received two quotes for the fuel tank. The Board decided to go with SSG-Barco, Inc. out of Ewing, NJ in the amount of \$346.53. Paul also received 3 quotes for an ice machine. The Board decided to go with E&A Supply out of East Brunswick, NJ in the amount of \$3,933.65. This includes a 5 year parts and labor warranty on the evaporator, compressor & air cooled condenser and a 3 year warranty on the entire machine and parts and labor for bin.

UPON MOTION MADE by Christian Ventriello and seconded by Michael Costello, with all in favor, the Board approved the service on the fuel tank and the ice machine purchase.

ROLL CALL:	Commissioner Raymond Perry	Aye
	Commissioner Michael Costello	Aye
	Commissioner Christian Ventriello	Aye

LEGAL REPORT: Attorney Jonathan Cohen stated that the litigation with the Union, since 2010; is at the end. The parties have reached a settlement agreement. Once this agreement is finalized, the litigation will be over.

ACCOUNTANT'S REPORT: Board Accountant Joseph Massoni was present. The financial reports through June 30th were circulated to the Board. All the bank accounts have been updated and reconciled and the reports were reviewed for budget vs. actual. All line items, except one are at or below expectation. At this point in the year, Office Expense is over, which a line item transfer will be done in November/December per the permitted statute. Items to note: We received the second quarter tax check. There was a \$45.00 difference due to a transposition error. After speaking to the Township, it will be reconciled with the next quarterly check.

Joe has been working back and forth with the Auditors. All of the requested information has been supplied to them, but we have not received the final report to date.

The quarterly payroll for the Fire Commissioners and Fire Prevention has been adjusted. Joanne Hayes received her final check and Tricia Mercado was caught up on her Secretarial payments, along with Bill Gardener. The PERS employee rate was updated to 7.5%, which is the final rate adjustment.

Lastly, the first payment for the capital lease is due to Santander Bank in the amount of \$227,837.74.

TREASURER'S REPORT: Commissioner Michael Costello read the list of July bills to be paid.

NJ American Water	\$169.80	A-6
Great America Financial Services	\$196.41	A-8
Verizon Wireless	\$845.65	O-7
Standard Waste Services	\$252.00	O-8
Circle Janitorial Supplies	\$180.20	O-8
Alpine Software	\$873.60	O-8
Complete Document Solutions	\$139.36	A-8
A Cut Above Landscaping	\$450.00	O-8
Absolute Fire Protection	\$9,259.59	O-15
Middlesex County Fire Academy	\$63.00	O-16
JCP&L	\$1,856.22	O-8
Confires	\$161.80	O-15
Discount Auto Centers	\$976.96	O-15

PSE&G	\$107.18	O-8
Ramer Search Consultants	\$2,700.00	A-11
W.B. Mason	\$486.10	A-8
MTUD	\$412.78	O-8
Feldman, Sablosky, Massoni & Co.	\$11,156.00	A-11
Monroe Volunteer Fire Co. #1	\$1,000.00	O-8
Dell Marketing, LP.	\$5,091.04	A-8
Abad Perez	\$404.63	O-16
Cintas	\$476.96	O-8
Amanda's Web, LLC.	\$100.00	A-8
Jack A. Purvis, AIA	\$450.00	A-11
Gerhardt's Dairy IV, LLC.	\$43.32	O-8
Plosia Cohen	\$8,320.45	A-11
Dot Designing, LLC.	\$4,318.00	O-16/17
Postmaster	\$50.00	A-8
State of NJ	\$16.50	A-12d
Total: \$50,557.55		

FIRE PREVENTION

Alpha Graphics	\$427.00	F-3
Verizon (New Firehouse)	\$875.60	F-3
Verizon (Old Firehouse)	\$957.08	F-3

Total: \$2,259.68

The door lock system has given us nothing but problems. Coskey Electronic Systems has been avoiding all emails and phone calls. The bill in the amount of \$3,458.50 will be held until the system is up and running.

UPON MOTION MADE by Christian Ventriello and seconded by Raymond Perry, with all in favor, the Board approved the payment of the bills read.

ROLL CALL: Commissioner Raymond Perry Aye
 Commissioner Michael Costello Aye
 Commissioner Christian Ventriello Aye

OLD BUSINESS: NONE

NEW BUSINESS: NONE

CORRESPONDENCE: Commissioner Christian Ventriello stated that we are in receipt of NJ EZPass violations. The tags did not register. This matter will be handled by calling with our account number to have the administration fee waived and the toll paid.

MEETING OPENED TO THE PUBLIC: None

EXECUTIVE SESSION: None

UPON MOTION MADE by Michael Costello and seconded by Christian Ventriello, with all in favor, the meeting was adjourned at 7:41PM.

Prepared by: Tricia A. Mercado