

MONROE TOWNSHIP FIRE DISTRICT NO. 1
BOARD OF FIRE COMMISSIONERS
MINUTES OF REGULAR MEETING
WEDNESDAY, JUNE 13, 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.

Board Attorney Joseph D. Youssef 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: Vincent DiLieto, Raymond Perry, Charles Dipierro, Michael Costello and Christian Ventriello.

ALSO PRESENT: Board Attorney Joseph D. Youssef, Board Accountant Joseph Massoni, Chief Anthony Costa, President Paul Ivans, Fire Official Ernest Zih, Jr. and Fire Inspector Pat Reardon

UPON MOTION MADE by Michael Costello and seconded by Raymond Perry, with all in favor, the Board approved the minutes of the Regular Meeting of May 9, 2018 subject to the same being provided to the public during, and subsequent to this meeting.

FIRE PREVENTION REPORT: Ernie was present and gave report. (attached) He stated that the transition was smooth and they are about 90% up and running. There has been an increase in smoke detector inspections.

Ernie also spoke about the Mounts Mills Road Development being close to opening two units/sales office. He assures all requirements will be met prior to occupancy. All sprinklers and hydrants will be operational and we will receive notification once opened.

The Fire Prevention Poster Contest results are in and the two County winners are going to State Finals.

CHIEF'S REPORT: Chief Anthony Costa was present and gave report. (attached) He stated that the ladder is currently out for preventative maintenance. They will go out sometime in July to see the progress on the new Ladder, but it should be ready by August.

PRESIDENT'S REPORT: President Paul Ivans was present. Paul stated that he has nothing to report but that the cleanup on the outside of the old firehouse was done and the generator was serviced. Chairman Dipierro asked if he could get 3 or 4 quotes for an ice machine. He also stated that he would love to get that oil tank out of the old firehouse because it's not being used and the fuel has been sitting in it for over a year. He asked Paul to get quotes on getting it cleaned up and decommissioned.

LEGAL REPORT: Board Attorney Joseph D. Youssef stated that bids will be received at the firehouse on June 21, 2018 @ 2pm. Jack Purvis cannot be present because he's at the AIA convention in NY, but Chairman Dipierro offered to be present, along with one other Commissioner.

Mr. Youssef also stated that he spoke with Joe Massoni and the audit is almost done, waiting on three documents. One of which is an annual attorney opinion letter that is owed to the audit company. Mr. Youssef will produce this as early as tomorrow. With this letter, along with the other documentation Joe is waiting on, we should be in a position to receive the completed audit at our next meeting on July 11th.

INSURANCE REPORT: Commissioner Vincent DiLieto reported that the fiscals are currently underway. The census is still going on and is usually due by October/November. We closed out the last claim last month and there are no new claims.

ACCOUNTANT'S REPORT: Board Accountant Joseph Massoni was present. The financial reports through May 31st were circulated to the Board. Financially, May was an overall quiet month. All the bank accounts have been reconciled and looking at the actual vs. budget, all are at or below except office expense which we're over by a couple thousand. Not an issue. We will address that later in the year with line item transfers. Everything else is pretty much on target. A retro calculation for the paid department was done, approved by the other side and paid through our payroll provider. Also, we received the second quarter check in the amount of \$591,000 in early June which we

desperately needed. We have been working very hard managing cash flow because we knew we had some big commitment payments due in June. One being the first lease payment on the new truck. After that and all the bills for the month, we will have \$158,000 remaining in our operating account for the next two months. That excludes the \$161,000 we still have in the C.D.

Joe informed the Board that he has been in contact back and forth with the Auditors. Since it's their first year, they are really digging in and asking for a lot of information to build their permanent files. It's going very well.

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

Monroe Twp. Volunteer Company #1	\$14,435.53	A-8,O-9/16/17
Ramer Search Consultants	\$10,125.00	A-11
Jack A. Purvis AiA	\$5,333.04	A-11
Crest Engineering Associates	\$6,322.50	B2a
Atlantic Alarm Systems & Services	\$600.00	O-8
Gerhardt's Dairy IV	\$97.47	O-8
Absolute Fire Protection	\$6,423.03	O-15
Middlesex County Fire Academy	\$1,668.00	O-16
W.B. Mason	\$914.74	A-8
Cintas	\$918.50	O-8
Santander Bank, N.A.	\$227,837.74	C1a/C2b
Santorini Construction Inc.	\$1,350.00	B2a
Standard Waste Services	\$252.00	O-8
Complete Document Solutions	\$132.79	A-8
Great American Financial Svcs.	\$196.41	A-8
Apple Locksmith, Inc.	\$85.00	O-15
Absolute Fire Protection	\$6,504.45	O-15
PSE&G	\$220.72	O-8
NJ American Water	\$169.80	A-6
Casey's Cleaning Services	\$1,950.00	O-8
Verizon Wireless	\$845.65	O-7
Agri-Tech Turf Maintenance Inc.	\$174.32	O-8
Dell Marketing, L.P.	\$2,887.34	A-8
Better Living Hardware & Appliance	\$53.48	O-8
A Cut Above Landscaping	\$1,190.00	O-8
Grainger	\$172.80	O-8
Samzie's Uniforms	\$594.38	O-17
Family Practice of CentraState	\$1,565.00	O-18
Discount Auto Centers	\$74.97	O-15
Penguin Management, Inc.	\$2,700.00	O-4
Oliver L.E. Soden Agency	\$327.00	A-7
JCP&L	\$1,720.54	O-8
Plosia Cohen	\$8,367.50	A-11
RumZDad, LLC.	\$5,510.00	O-7
Home News Tribune	\$93.96	A-1

Gary Dominicus & Son, LLC.	\$350.00	O-8
Amanda's Web, LLC.	\$191.99	A-8
Monroe Volunteer Fire Company #1	\$36,532.00	

Total: \$348,887.65

FIRE PREVENTION:

Ernie Zih	\$76.66	F-3
Verizon (Old Firehouse)	\$949.51	F-3
Verizon (New Firehouse)	\$879.42	F-3
Enforsys, Inc.	\$267.75	F-3

Total: \$2,173.34

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

ROLL CALL:	Commissioner Vincent DiLieto	Aye
	Commissioner Raymond Perry	Aye
	Commissioner Charles Dipierro	Aye
	Commissioner Michael Costello	Aye
	Commissioner Christian Ventriello	Aye

OLD BUSINESS: Commissioner Vincent DiLieto asked the Board Attorney for clarification of a member (Calella) still on the roles. Mr. Yousouf replied that he wished he was present to hear for himself and stated on the record that under no circumstances can Mr. Calella serve as an active volunteer firefighter in this District. The reason he cannot serve as an active volunteer firefighter is because Mr. Calella made an application for and was granted a disability retirement as a result of his injuries allegedly sustained while he was serving as a volunteer firefighter in the District. So, he's collecting a Disability pension but at the same time wants to drive our firetrucks and get credit for LOSAP. That's a legal impossibility & would be fraud. That is reprehensible conduct, you cannot do that! He urges him to speak to a Lawyer and find out what his rights are, if any.

Board Attorney Joseph D. Yousouf read a memo dated 2/20/2008 and discussion followed. In conclusion, the State Department of Pension and Benefits found him to be physically disabled from performing the duties of a Firefighter. There were no objections from the Board.

NEW BUSINESS: Chairman Charles Dipierro stated that following:

The heavy truck parking lot from Brandy Place all the way to the back doors is breaking up. After being in the business for 35 years, he feels that the sub base is failing. For budgeting, the estimate for repairs is approximately \$40-45,000. Jack Purvis notified Santorini Construction and they have not responded to date. The maintenance bond is still in place for 2 years. If they don't respond in writing, we will notify the bond company and go the legal route.

The building passed all inspections for the Certificate of Occupancy. We have not received the paper C.O. because the Construction Office is waiting for a letter from our Engineer stating that everything was done as per plan. If it wasn't done per plan then we would receive an "as built" which gets attached to the paperwork. Charlie assured the Board that he would reach out to Lorali Totten, Manager of Engineering and Vice President of Crest Engineering, to obtain this letter for Construction.

Chairman Charles Dipierro spoke about pictures in the hallways. In the future, he would like to see pictures in the entrance way of deceased firefighters, past firefighters, lifetime members & firefighters that have moved out. This is something that means a lot to families. We need to respect them and get something going for all of their hard work.

Mr. Dipierro asked about a Grand Opening of the Firehouse. Do we want to have one when we get the ladder truck or do we want to wait till we have both trucks in the Fall? The decision was to do it in the Fall when we have both trucks. Charlie suggested we form a committee to organize and coordinate this event and report back to the Board.

Charlie once again thanked Joanne Hayes for all her dedicated years to the Board. We appreciate everything she has done and wish her well.

Fire Official Ernest Zih stated that there is a new carbon monoxide law, so sooner or later we will have to upgrade. Ernie recommends that combination heads be installed per code. He also stated that farms over a certain size are now a life hazard. It's more for farms that have a residence with staff living on the premises.

Commissioner Christian Ventriello informed the Board that Tina Soto from Verizon reached out to us and feels we are paying too much. They are sending a representative on June 28th @ 6:30pm to do a reassessment of our phone

lines, internet service, wireless service, cable, etc. Charlie asked that Ernie be present since he has the history and has been working with them.

CORRESPONDENCE: Commissioner Vincent DiLieto read a Thank You note from former Secretary Joanne Hayes. She stated that she will be available to help Christian with the files ☺

MEETING OPENED TO THE PUBLIC: None

UPON RESOLUTION MADE by Michael Costello and seconded by Vincent DiLieto, the Board entered into Executive Session at 7:57PM to discuss Litigation and Attorney-Client privileged matters.

ROLL CALL:	Commissioner Vincent DiLieto	Aye
	Commissioner Raymond Perry	Aye
	Commissioner Charles Dipierro	Aye
	Commissioner Michael Costello	Aye
	Commissioner Christian Ventriello	Aye

The public portion of the meeting re-opened at 9:00PM.

UPON MOTION MADE by Vincent DiLieto and seconded by Michael Costello, with all in favor, the meeting was adjourned at 9:02PM.

Prepared by: Tricia A. Mercado