

THE BOARD OF COMMISSIONERS OF FIRE DISTRICT NO. 3
TOWNSHIP OF EAST BRUNSWICK, NEW JERSEY



MONTHLY MEETING

Meeting Minutes

Date & Time:	Tuesday, January 8, 2019
Location:	Colonial Oaks Firehouse
Facilitator:	Commissioner Fenstermaker
Scribe:	Linda Nicholas
Meeting Objective:	Monthly Meeting

Attendees:	Status (Present / Absent)
Commissioner Edward Bowne	Absent
Commissioner Thomas Duffy	Present
Commissioner Ryan Fenstermaker	Present
Commissioner Scott Miller	Present
Commissioner David Wood	Present

MINUTES / NOTES

Meeting called to order at 19:39 by Commissioner Fenstermaker @ 19:30

Pledge of Allegiance was recited by all.

Commissioner Fenstermaker read the Open Public Meeting Act as follows:

THIS MEETING IS BEING HELD IN ACCORDANCE WITH THE REQUIREMENTS OF THE OPEN PUBLIC MEETING ACT (L.1975, C.231, S.3-D) AND PURSUANT THERETO, A SCHEDULE OF REGULAR MEETINGS WAS ADOPTED AT THE MEETING OF MARCH 13, 2018, WHICH SCHEDULE WAS FILED WITH THE MUNICIPAL CLERK, PROVIDED TO THE HOME NEWS TRIBUNE AND THE SENTINEL, AS WELL AS POSTED IN THE MUNICIPAL BUILDING.

Commissioner Fenstermaker indicated where the emergency exits are located.

Roll call was taken.

CORRESPONDENCE (reported by Commissioner Miller)

- Verizon
- Colonial Pipe Line
- Board of Commissioners #2 Letter about Coop with Fire on Route 18

INSURANCE (reported by Commissioner Duffy)

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- Nothing to report this month.

LOSAP (reported by Commissioner Wood)

- Nothing to report this month.

COMMITTEES

Riva Avenue Project (reported by Commissioner Duffy)

- Flooring supplies
- Concrete
- J&M said they were 100% complete but they are not. Commissioner Duffy and Kurt Ludwig took 15% off because they confirmed project is not complete in their opinion.
- There are rooms and walls still not painted
- Trenches are still open, etc.
- They don't want to pay for what is not done.
- Need hand rail to get TCP
- Commissioner Duffy to update punch list
- Found black pipe to make hand rail – this was not on plans. This is not acceptable. It needs to be ADA approved.
- Commissioner Miller received email about final payment.
- May be difficult because of doors.
- Commissioner Miller doesn't think a punch list should be done now. Commissioner Wood agrees because the project is not done yet. There is so much that needs to be done before a punch list can be created.
- They feel the TCP should be received before a punch list is created.
- Trim is also not in place

PUBLIC PORTION

Chiefs Report – reported by Chief Umbach

- There was a total of 13 calls in December
- Total calls for 2018 was 159.

Engineers Report

- No report given this month

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PUBLIC PORTION

- 2019 Budget was passed as announced by Commissioner Miller. He asked if there were any comments. There were none.
- Commissioner Fenstermaker opened up the meeting for proposed budget. There were no comments.
- Public portion was closed.

TREASURY REPORT (reported by Commissioner Wood)

Prior to meeting, two checks were mailed. First check was for \$63,218.75 and sent out for the Fire Protection Agreement. The second check was for \$15,000 and sent out for the Engine Bay floors.

Beginning balance in account as of 12/11/18 was \$871,954.19. After disbursements of checks for the Fire Protection Agreement, the Engine Bay floors and then tonight's disbursements, the balance as of today, balance is \$747,128.97.

(See attached reports for the breakdown of payments/disbursements)

Commissioner Duffy made a motion to pay the bills. Commissioner Miller seconded the motion. All were in favor; it was so moved.

NEW BUSINESS

- Election – is coming up next month
- 2019 Adoption Certifications & Resolution both were read with a roll call taken

OLD BUSINESS:

- Enter info here.

Commissioner Miller made a motion to end the meeting. Commissioner Duffy seconded the motion. All were in favor; it was so moved.

Meeting adjourned at 20:15.

#	Action Item	Lead Resource	Target Date	Priority	Comments
1	Punch list for Riva Ave	Commissioner Duffy	ASAP	High	
2					

Items / Issues to discuss at a future meeting (Parking Lot):

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#	Description
1	n/a
2	

Decisions / Agreements:

#	Description
1	n/a
2	