

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



Meeting Minutes

Date & Time:	Tuesday, March 11, 2025
Location:	Colonial Oaks Firehouse
Facilitator:	Commissioner Ryan Fenstermaker
Scribe:	Denise Shaw
Meeting Objective:	Monthly Meeting

Attendees:	Status (Present / Absent)
Commissioner David Methner	Present
Commissioner Thomas Duffy	Present (arrived at 7:50pm)
Commissioner Ryan Fenstermaker	Present
Commissioner Scott Miller	Absent
Commissioner David Wood	Present

MINUTES / NOTES

Meeting called to order at 7:30 by Commissioner **Fenstermaker**

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 12, 2023, WHICH SCHEDULE WAS FILED WITH THE MUNICIPAL CLERK, PROVIDED TO THE HOME NEWS TRIBUNE AND THE STAR LEDGER, 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)

- N/A

INSURANCE (reported by Commissioner Methner)

- N/A

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REORGANITAION (read by Commissioner Fenstermaker)

Positions need to be elected. Ryan accepted nominations for the following positions on the board of Fire Commissioners.

- Chairman – Commissioner Methner nominated Commissioner Ryan Fenstermaker; Commissioner Duffy seconded that nomination. All were in favor; it was so moved.
- Treasurer – Commissioner Fenstermaker nominated Commissioner David Wood; Commissioner Methner seconded that nomination. All were in favor; it was so moved.
- Vice Chairman – Commissioner Methner nominated Commissioner Tom Duffy; Commissioner Wood seconded that nomination. All were in favor; it was so moved.
- Assistant Clerk – Commissioner Fenstermaker nominated Commissioner David Methner; Commissioner Wood seconded that nomination. All were in favor; it was so moved.
- Secretary/Clerk – Commissioner Fenstermaker nominated Commissioner Scott Miller; Commissioner Wood seconded that nomination. All were in favor; it was so moved.

Commissioner Fenstermaker read the **Oath of Allegiance** for the re-elected position for Commissioner Methner and Commissioner Wood

RESOLUTIONS (read by Commissioner Fenstermaker)

After receiving the ok from Attorney Richard Braslow Commissioner Fenstermaker has 8 resolutions that will be submitted by email and then made a motion to adopt them. Commissioner Fenstermaker read the following Resolutions and Roll call was taken of the Commissioners vote which was either yes, no or a recording of being absent. Please refer to the attached Resolutions to see details of each resolution and roll call for each.

- **Resolution #02-25** - Authorizing Appointment of Accountant for 2025-2026 year
- **Resolution #03-25** - Authorizing Appointment of Attorney for 2025-2026 Year
- **Resolution #04-25** - Authorizing Appointment of Auditor for the 2025-2026 Year
- **Resolution #05-25** - Adoption of Cash Management Plan for the 2025-2026 Year
Firehouse accounts are held at TD Bank
- **Resolution #06-25** - Authorizing Regular Meeting Schedule for the 2025-2026 Year
Attached to this Resolution is the dates for the meetings.
- **Resolution #07-25** Designation of Official Newspaper for Publication for the 2025-2026 Year
- **Resolution #08-25** - Authorizing Approval and Payment of Claims for the 2025-2026 Year
- **Resolution #09-25** - Designating Surety Bonding for Commissioners
Commissioner's bond is reflected in the insurance documents.

LOSAP – (reported by Commissioner Fenstermaker)

- The Final points were tabulated and distributed to the fire company as per protocol will be posted at the Fire House for 30 days to provide any comment or appeal. When completed, he will bring it to the board for approval for the 2024 calendar year.

PROFESSIONAL REPORTS

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Chief's Report – reported by Chief Van Aulen

- There was a total of 6 calls for the month of February. Total calls for the year are 27.
- No purchases made. Three fire fighters are going to school.
- Waiting for the SCBA harnesses to come in

Engineer's Report – reported by Assist Chief Kevin Umbach

- 907- 2 tires and an alignment
- Move forward with purchasing a cutter, chargers and trading in our existing cutter and get a discount on the price. He will get a new quote for the work and get back to the board
- 907 – cap on old chief's truck got damaged, will look at it to see if they can fix it

PUBLIC PORTION

TREASURY REPORT (reported by Commissioner Wood)

Beginning balance in account as of 2/12/2025 after a deposit of \$2,250.00 and interest of \$1,795.60 was \$1,017,485.14. After tonight's disbursements, the balance today is \$1,002,802.17.

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

For \$100

Commissioner Duffy made a motion to except the treasury report and pay the bills. Commissioner Methner seconded the motion. All were in favor; it was so moved.

OLD BUSINESS:

- Commissioner Fenstermaker – sold the boat motor for \$650.00 and accessories for \$100.00 on Gov. Deals. Money is deposited
- Commissioner Duffy the gas tank on 902 – did we ok the repair. Commissioner Duffy and Commissioner Fenstermaker will inspect the tank this week to see what repair is needed. The strapping was the issue in the past.
- Commissioner Wood ordered the sonar for the boat

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NEW BUSINESS

- Commissioner Fenstermaker let the board know that the Radio Auction was finalized. He will approve the finalized bids for the equipment. The 10 XTS 5000 radios sold for \$1425.00, the 28 XTS 3000 sold for \$775.00 for a total of \$2,200.00.
- Commissioner Duffy made a motion to approve the finalized auction of Gov Deals. Commissioner Methner seconded the motion. All were in favor; it was so moved.

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- Commissioner Duffy asked about the base stations. Commissioner Wood will discuss it later with Kevin.
- Commissioner Duffy discussed about the new upcoming truck – 3 years away. We can get on a waiting list ahead of time. After a discussion was had. The commissioners will investigate what needs to be done and discuss later. They are going to get a new fire truck committee together in the meantime.

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

Meeting adjourned at 8:06 PM

#	Action Item	Lead Resource	Target Date	Priority	Comments
1					
2					

Items / Issues to discuss at a future meeting (Parking Lot):	
#	Description
1	New Fire Truck
2	

Decisions / Agreements:	
#	Description
1	
2	