

Tuesday, March 4, 2014

A regular meeting of the Little Egg Harbor Fire Commissioners, District No. 2 was called to order at 7:30 p.m.. Chairman Gulbert made the required public statement. Adequate notice of this meeting has been provided in accordance with the Open Public Meetings Act by the adoption of a schedule of regular meetings and notice thereof being posted in the Municipal Building, Radio Road, Little Egg Harbor; being filed with the Municipal Clerk and being transmitted to the Atlantic City Press and the Times-Beacon and to all persons who have requested copies in accordance with statute.

Roll call was taken; Present: Mr. Maguire, Mr. Caronia, Mr. Norgard, Ms. Gilton,
Mr. Gulbert.

Minutes of the previous meeting – A motion was offered by Mr. Maguire, seconded by Ms. Gilton that the reading of the minutes of the previous meeting be waived and accepted as written providing that the minutes shall be made available for inspection by any member of the public during the meeting.

Roll call vote; Aye: Mr. Maguire, Mr. Caronia, Mr. Norgard, Ms. Gilton.
Nay: None.
Abstain: Mr. Gulbert.

Election – Chairman Gulbert announced the results of the election. The 2014 budget was passed, and Commissioners Gilton and Norgard were re-elected.

Oath of Office was administered by Chairman Gulbert to Commissioner Gilton and Commissioner Norgard.

Resolution #14-04 Designation of Official Newspapers was introduced by Mr. Norgard, seconded by Mr. Caronia (attached).

Roll call vote; Aye: Mr. Maguire, Mr. Caronia, Mr. Norgard, Ms. Gilton, Mr. Gulbert.
Nay: None.

Resolution #14-05 Appointment of Attorney was introduced by Mr. Maguire, seconded by Mr. Norgard (attached).

Roll call vote; Aye: Mr. Maguire, Mr. Caronia, Mr. Norgard, Ms. Gilton, Mr. Gulbert.
Nay: None.

Resolution #14-06 Appointment of Auditor was introduced by Mr. Caronia, seconded by Mr. Maguire (attached).

Roll call vote; Aye: Mr. Maguire, Mr. Caronia, Mr. Norgard, Ms. Gilton, Mr. Gulbert.
Nay: None.

Resolution #14-07 Adoption of Cash Management Plain was introduced by Mr. Norgard, seconded by Mr. Caronia (attached).

Tuesday, March 4, 2014

Roll call vote; Aye: Mr. Maguire, Mr. Caronia, Mr. Norgard, Ms. Gilton, Mr. Gulbert.
Nay: None.

Resolution #14-08 Adoption of Annual Meeting Schedule was introduced by Mr. Maguire, seconded by Mr. Caronia (attached).

Roll call vote; Aye: Mr. Maguire, Mr. Caronia, Mr. Norgard, Ms. Gilton, Mr. Gulbert.
Nay: None.

Resolution #14-09 Approval of Surety Bonding was introduced by Mr. Maguire, seconded by Mr. Norgard (attached).

Roll call vote; Aye: Mr. Maguire, Mr. Caronia, Mr. Norgard, Ms. Gilton, Mr. Gulbert.
Nay: None.

Resolution #14-10 Approval and Payment of Claims was introduced by Mr. Norgard, seconded by Ms. Gilton (attached).

Roll call vote; Aye: Mr. Maguire, Mr. Caronia, Mr. Norgard, Ms. Gilton, Mr. Gulbert.
Nay: None.

Resolution #14-11 Appointment of Accountant was introduced by Mr. Norgard, seconded by Ms. Gilton (attached).

Roll call vote; Aye: Mr. Maguire, Mr. Caronia, Mr. Norgard, Ms. Gilton, Mr. Gulbert.
Nay: None.

A motion was offered by Mr. Caronia, seconded by Ms. Gilton that the following positions will be filled by the following commissioners:

Chairman – Russell Gulbert
Assistant Chairman – Michael Caronia
Secretary – Christine A. Gilton
Treasurer – Thomas Norgard
Commissioner-at-Large – William Maguire

Roll call vote; Aye: Mr. Maguire, Mr. Caronia, Mr. Norgard, Ms. Gilton, Mr. Gulbert.
Nay: None.

Treasurer's report – Treasurer Norgard presented the treasurer's report. A motion was offered by Mr. Caronia, seconded by Mr. Maguire to approve the payment of bills (attached).

Roll call vote; Aye: Mr. Maguire, Mr. Caronia, Mr. Norgard, Ms. Gilton, Mr. Gulbert.
Nay: None.

Old Business:

Tuesday, March 4, 2014

Quote for Dive Gear for Bruce Bahr, Jr. – Commissioner Caronia reported that this will be handled under the Chief's report.

Township Owned Truck that came back from Parkertown – Commissioner Gilton asked if the Board found out anything on the status of the Parkertown truck. Commissioner Gilton stated that she has the letter addressed to the Township stating that the Board is not interested in keeping it.

Chief's Report – Chief Pietsch reported that they had four calls for February and 15 calls for the year. He reported that they have excess fittings and nozzles that they would like to donate to another fire company. He reported that they, also, have seven extra saws to see if they are working; if so, they would like to get rid of the extra saws.

Uniforms – Commissioner Gulbert suggested that Standard Operating Procedures be created on giving out uniforms; once that is done, the Board may purchase the uniforms.

Junior Firefighter Program – Bill Stenger brought up the by-laws in reference to how the junior program is structured. He stated that he would like to know how and if it can be changed. Commissioner Gulbert said it will have to be sent to the attorney for review.

Request for Equipment – Chief Pietsch requested a GPS for their trucks. Commissioner Gulbert said we will get a quote for that.

New Business:

Dive Gear – Commissioner Caronia reported that he got a quote for dive gear for Bruce Bahr, Jr. from American Diving Supply at \$2,517. A motion was offered by Mr. Caronia, seconded by Mr. Maguire to approve the purchase of dive gear for Bruce Bahr, Jr. from American Diving Supply at approximately \$2,517.

Roll call vote; Aye: Mr. Maguire, Mr. Caronia, Mr. Norgard, Ms. Gilton, Mr. Gulbert.
Nay: None.

Vehicle Repair – Commissioner Caronia reported that ERS is coming tomorrow to fix valves on 7211.

Company Uniforms – Commissioner Caronia reported that the Board said the fire company will get more quotes before the company uniforms are purchased.

Old Pierce Truck – A motion was offered by Mr. Caronia, seconded by Mr. Maguire that a letter be sent to the Township stating that the Board no longer needs the old Pierce truck.

Roll call vote; Aye: Mr. Maguire, Mr. Caronia, Mr. Norgard, Ms. Gilton, Mr. Gulbert.
Nay: None.

Tuesday, March 4, 2014

Open to public – A motion was offered by Ms. Gilton, seconded by Mr. Norgard to open the meeting to the public.

Roll call vote; Aye: Mr. Maguire, Mr. Caronia, Mr. Norgard, Ms. Gilton, Mr. Gulbert.
Nay: None.

Close to public – A motion was offered by Mr. Norgard, seconded by Ms. Gilton to close the meeting to the public.

Roll call vote; Aye: Mr. Maguire, Mr. Caronia, Mr. Norgard, Ms. Gilton, Mr. Gulbert.
Nay: None.

Adjournment – A motion to adjourn the meeting was offered by Mr. Maguire, seconded by Mr. Caronia.

Roll call vote; Aye: Mr. Maguire, Mr. Caronia, Mr. Norgard, Ms. Gilton, Mr. Gulbert.
Nay: None.

The meeting was adjourned at 8:28 p.m..

Respectfully submitted,



Christine A. Gilton
Clerk

THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF LEH, COUNTY OF OCEAN

Resolution # 14-4

Designation of Official Newspapers for
Publications for the 2014-2015 Year

WHEREAS, the Commissioners of Fire District No. 2 in the Township of LEH, County of OCEAN, must, by statutory law, publish various items in order to comply with said requirements of statutory law; and

WHEREAS, the Commissioners are desirous of designating various newspapers as official newspapers in which the Commissioners may publish its various items during the 2014-2015 year.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 2, in the Township of LEH, County of OCEAN, as follows:

(1) The official newspapers in which the Commissioners will publish all required notices or other items during the 2014-2015 year pursuant to New Jersey statutes shall be THE PRESS OF AC and/or TUCKERTON BEACON, unless said New Jersey statutory law otherwise mandates that a newspaper other than those as referenced herein be used for said publications.

THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF LEH, COUNTY OF OCEAN

Resolution # 14-5

Authorizing Appointment of Attorney
for the 2014-2015 Year

WHEREAS, there exists a continuing need for legal services to be provided to the Commissioners of Fire District No. 2 in the Township of LEH, County of OCEAN concerning various responsibilities undertaken by the Commissioners; and,

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the year of 2014-2015; and,

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.*, provides that a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and,

WHEREAS, the subject resolution providing for the awarding of a contract relative to professional services and the notice of the award of contract shall be available for public inspection; and,

WHEREAS, the Local Public Contract Law, N.J.S.A. 40A:11-5(1)(a)(i), provides that a notice of the award of said contract shall be published in a newspaper, said advertisement stating the nature, duration and amount of the contract.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 2 in the Township of LEH, County of OCEAN as follows:

(1) Richard M. Braslow, Esq., is hereby appointed to provide legal services to the Commissioners relative to any and all issues presented to the Commissioners pursuant to any of its obligations or responsibilities. This appointment is made pursuant to the proposal attached hereto and made a part hereof.

(2) This resolution and the notice of award of contract shall be available for public inspection.

THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF LEH, COUNTY OF OCEAN

Resolution # 14-6

Authorizing Appointment of Auditor
for the 2014-2015 Year

WHEREAS, there exists a continuing need for certain auditing services to be provided to the Commissioners of Fire District No. 2 in the Township of LEH, County of OCEAN concerning various responsibilities undertaken by said Commissioners; and,

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the 2014-2015 year; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.*, provides that a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and,

WHEREAS, the subject resolution providing for the awarding of this contract relative to professional services, and the notice of award of said contract shall be made available for public inspection; and,

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i), provides that a notice of the award of said contract be published in a newspaper, said advertisement stating the nature, duration and amount of the contract.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 2 in the Township of LEH, County of Ocean as follows:

(1) W.S. + B is hereby appointed to provide auditing services to the Commissioners together with assistance in preparation of the 2015 budget and for establishment and maintenance of the necessary documentation consistent with the requirements and the regulations of the Department of Community Affairs and with the New Jersey statutes. This appointment is made pursuant to the proposal as submitted and attached hereto.

(2) This resolution and the notice of award of contract shall be available for public inspection.

THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF LEH, COUNTY OF OCEAN

Resolution # 14-7

Adoption of Cash Management Plan

WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and,

WHEREAS, Subchapter 3, Section 5:31-3.1(a) provides that the governing body shall, by resolution passed by not less than a majority of the full membership, adopt a cash management plan, which shall include the designation of a depository, the State of New Jersey Cash Management Fund or a public depository or depositories.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 2 in the Township of LEH, County of OCEAN as follows:

(1) This resolution shall act as a formal adoption by the Commissioners of a cash management plan, which shall allow for official depositories of the Commissioners to be The State Cash Management Fund and/or SUN NATIONAL BANK and/or

THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF LEH, COUNTY OF OCEAN

Resolution # 14-8

Authorizing Regular Meeting Schedule
for the 2014-2015 Year

WHEREAS, Public Law 1975, Chapter 231, Section 13, requires a public body to post and maintain posted, to distribute to designated newspapers, and to further file with the Municipal Clerk for the purpose of public inspections, a schedule of the regular meetings of such public body to be held during the calendar year; and,

WHEREAS, such schedule of regular meetings is required to contain the location of each meeting, to the extent that it is known, and the time and date of each meeting; and,

WHEREAS, Public Law 1975, Chapter 231, Section 3-D, provides that where the annual notice or revisions thereof, in compliance with sections of the subject act, set forth the location, time and date of any meeting, no further action shall be required for such meeting.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 2 in the Township of LEH, County of OCEAN as follows:

(1) All regular meetings of the Commissioners shall take place on the 15th Tuesday of every month at 7:30 p.m. with caucus meetings to be held at 7 p.m. at the Mystic Island Firehouse, 827 Radio Rd., LEH, New Jersey.

(List Dates of Meeting)

(2) A summary of this resolution shall be mailed to the Press of AC and the Tuckerton Beacon

(3) A summary of this resolution shall be posted and shall be maintained on the official bulletin board of the Township of LEH, shall be posted on the official bulletin board of the Commissioners, and shall also be kept on file by the Municipal Clerk for purposes of public inspection.

NOTICE OF REGULAR MEETING SCHEDULE

2014 - 2015

PLEASE TAKE NOTICE that the Commissioners of Fire District No. 2 in the Township of Little Egg Harbor, County of Ocean, shall hold regular meetings on the first Tuesday of each month at 7:30 p.m., with caucus meetings being held at 7:00 p.m., at the Mystic Island Volunteer Fire Co., Station 72, 827 Radio Road, Little Egg Harbor, New Jersey on the following dates:

Tuesday, April 1, 2014
Tuesday, May 6, 2014
Tuesday, June 10, 2014
Tuesday, July 1, 2014
Tuesday, August 5, 2014
Tuesday, September 2, 2014
Tuesday, October 7, 2014
Tuesday, November 11, 2014
Tuesday, December 2, 2014
Tuesday, January 6, 2015
Tuesday, February 3, 2015
Tuesday, March 3, 2015 (reorganization meeting)

Christine Gilton, Secretary
The Commissioners of Fire District No. 2
Township of Little Egg Harbor, County of Ocean

THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF LEH, COUNTY OF OCEAN

Resolution # 14-9.

Designating Surety Bonding for Commissioners

WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities, and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and

WHEREAS, Subchapter 6, Section 5:31-6.1 provides that the fire district shall, by resolution, designate employees and officials required to furnish surety bonds and determine minimum bonds for each such employee and official; and

WHEREAS, the Commissioners of Fire District No. 2 in the Township of LEH, County of OCEAN deem it necessary to provide bonding for the Commissioners.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 2 in the Township of LEH, County of OCEAN follows:

(1) All Commissioners shall be bonded in the amount of approximately

\$250,000.00 (EXCEPT TREASURER)

(2) TREASURER \$400,000.00

THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF LEH, COUNTY OF OCEAN

Resolution # 14-10

Authorizing Approval and Payment of Claims

WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities, and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and

WHEREAS, Subchapter 4, Section 5:31-4.1(e) provides that payment of claims by the fire district shall be by check on the fire district and signed by the governing body chairman, the chief financial officer and countersigned by such other officer or officials as designated by resolution; and

WHEREAS, Subchapter 4, Section 5:31-4.2 further provides that the Commissioners, at their reorganizational meeting, designate, by resolution, the individuals whose signatures shall appear on checks drawn upon the treasury of the Commissioners; and

WHEREAS, Subchapter 4, Section 5:31-4.1(f) provides that the Commissioners shall, by resolution passed by not less than the majority of the full membership, further designate the manner in which the time in which salaries, wages or other compensation for services shall be paid.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 2, in the Township of LEH, County of OCEAN as follows:

(1) The checks as issued by the Commissioners for payment of claims shall be signed by the President, Treasurer and countersigned by one other Commissioner in order that the Commissioners comply with the rules and regulations as promulgated by the Local Finance Board and as set forth herein.

(2) No more than one stamp facsimile shall be used on any particular check in place of a handwritten signature.

(3) The manner in which and the time in which compensation for services rendered by employees of the Commissioners shall be paid shall be in accordance with individual employment contracts. The Commissioners' salaries shall be paid as determined by the Commissioners.

THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF LEH, COUNTY OF OCEAN

Resolution # 14-11

Authorizing Appointment of Accountant
for the 2014-2015 Year

WHEREAS, there exists a continuing need for certain accounting services to be provided to the Commissioners of Fire District No. 2 in the Township of LEH, County of OCEAN, concerning various responsibilities undertaken by said Commissioners; and

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the 2014-2015 year; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., provides that a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and,

WHEREAS, the subject resolution providing for the awarding of this contract relative to professional services, and the notice of award of said contract shall be made available for public inspection; and,

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i), provides that a notice of the award of said contract be published in a newspaper, said advertisement stating the nature, duration and amount of the contract.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 2 in the Township of LEH, County of OCEAN, as follows:

(1) DARLENE GARGANO is hereby appointed to provide accounting services to the Commissioners. This appointment is made pursuant to the proposal as submitted and attached hereto.

(2) This resolution and the notice of award of contract shall be available for public inspection.