
Tuesday, March 1, 2016

A regular meeting of the Little Egg Harbor Fire Commissioners, District No. 2 was called to order at 7:50 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. Caronia, Mr. Norgard, Mr. Gulbert.
Absent: Mr. Maguire, Ms. Gilton.

Minutes of the previous meeting – A motion was offered by Mr. Norgard, seconded by Mr. Caronia 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. Caronia, Mr. Norgard, Mr. Gulbert.
Nay: None.

Resolution #16-03 Authorizing Approval and Payment of Claims was introduced by Mr. Norgard, seconded by Mr. Caronia (attached).

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

Resolution #16-04 Designating Surety Bonding for Commissioners was introduced by Mr. Caronia, seconded by Mr. Norgard (attached).

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

Resolution #16-05 Designation of Official Newspapers for Publications for the 2016-2017 Year was introduced by Mr. Norgard, seconded by Mr. Caronia (attached).

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

Resolution #16-06 Adoption of Annual Meeting Schedule for the 2016-2017 Year was introduced by Mr. Caronia, seconded by Mr. Norgard (attached).

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

Resolution #16-07 Adoption of Cash Management Plan was introduced by Mr. Norgard, seconded by Mr. Caronia (attached).

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

— Resolution #16-08 Resolution Authorizing Appointment of Accountant for the 2016-2017 Year was introduced by Mr. Caronia, seconded by Mr. Norgard (attached).

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

Resolution #16-09 Authorizing the Award of a Non Fair and Open Contract for Auditing Services was introduced by Mr. Norgard, seconded by Mr. Caronia (attached).

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

Resolution #16-10 Authorizing the Award of a Non Fair and Open Contract for Legal Services was introduced by Mr. Caronia, seconded by Mr. Norgard (attached).

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

Annual Audit – Accountant Gargano reported that she has been in touch with the auditor, and she will have the records to them by the end of next week.

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

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

Chief's Report – Chief Stenger submitted the chief's report (attached).

New Business:

Purchase of Batteries and AED – Commissioner Gulbert reported that the Board will order the batteries and AED when the prices are received.

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

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

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

Tuesday, March 1, 2016

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

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

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

The meeting was adjourned at 8:20 p.m..

Respectfully submitted,

Michael Caronia
Acting Clerk

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

Resolution # 16-3

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 # 16-4

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 as follows:

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

\$250,000.00

400,000.00 TREASURER

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

Resolution # 16-5

Designation of Official Newspapers for
Publications for the 2016-2017 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 2016-2017 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 2016-2017 year pursuant to New Jersey statutes shall be PRESS OF ATLANTIC CITY 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 # 16-6

Authorizing Regular Meeting Schedule
for the 2016-2017 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 1ST TUESDAY of every month at 7:30 p.m. with caucus meetings to be held at 7 p.m. at the MYSTIC ISLAND Firehouse, 897 RADIS RD, LEH, New Jersey.

(List Dates of Meeting) EXCEPT JUNE + NOVEMBER MEETING

(2) A summary of this resolution shall be mailed to the ASBURY PARK and the PRESS OF AC.

(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.

**LITTLE EGG HARBOR FIRE COMMISSIONERS,
DISTRICT NO. 2**

**827B RADIO RD
LITTLE EGG HARBOR NJ 08087**

TAKE NOTICE: That pursuant to the open public meetings act of New Jersey c. 231 PL 1975, the Fire Commissioners of Little Egg Harbor, District No. 2 shall hold their regular meetings at 7:30 p.m., with caucus meetings being held at 7:00 p.m. at the Mystic Island Firehouse, Station 72, 827 Radio Road, Little Egg Harbor, New Jersey on the following dates:

Tuesday, April 5, 2016
Tuesday, May 3, 2016
Tuesday, June 14, 2016
Tuesday, July 5, 2016
Tuesday, August 2, 2016
Tuesday, September 6, 2016
Tuesday, October 4, 2016
Tuesday, November 15, 2016
Tuesday, December 6, 2016
Tuesday, January 3, 2017
Tuesday, February 7, 2017
Tuesday, March 7, 2017 (reorganization meeting)

Christine A. 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 LEHI, COUNTY OF OCEAN

Resolution # 16-7

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 LEHI, 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 # 16-8

Authorizing Appointment of Accountant
for the 2016-2017 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 2016-2017 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 M. GARLAND 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.

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

Resolution # 16-9

Resolution Authorizing the Award of a Non Fair and Open Contract
For Auditing Services

WHEREAS, the Fire District has a need to acquire auditing services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Fire District has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is for the year 2016-2017; and

WHEREAS, _____ has submitted a proposal indicating it will provide auditing services pursuant to the proposal; and

WHEREAS, _____ has completed and submitted a Business Entity Disclosure Certification which certifies that _____ has not made any reportable contributions to a political or candidate committee in the previous one year, and that the contract will prohibit _____ from making any reportable contributions through the term of the contract; and

WHEREAS, the Fire District has determined that funds are available concerning the projected expenditures.

NOW THEREFORE, BE IT RESOLVED, that the Commissioners of Fire District No. 2 in the Township of LEA, County of OCEAN, authorized the Fire District to enter into a contract with WSTB as described herein; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed with this resolution.

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

Resolution # 16-10

**Resolution Authorizing the Award of a Non Fair and Open Contract
For Legal Services**

WHEREAS, the Fire District has a need to acquire legal services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Fire District has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is for the year 2016-2017; and

WHEREAS, the Law Office of Richard M. Braslow has submitted a proposal indicating it will provide legal services pursuant to the proposal; and

WHEREAS, the Law Office of Richard M. Braslow has completed and submitted a Business Entity Disclosure Certification which certifies that the Law Office of Richard M. Braslow has not made any reportable contributions to a political or candidate committee in the previous one year, and that the contract will prohibit the Law Office of Richard M. Braslow from making any reportable contributions through the term of the contract; and

WHEREAS, the Fire District has determined that funds are available concerning the projected expenditures.

NOW THEREFORE, BE IT RESOLVED, that the Commissioners of Fire District No. 2 in the Township of LEH, County of OCEAN, authorized the Fire District to enter into a contract with the Law Office of Richard M. Braslow as described herein; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed with this resolution.

**Mystic Island Fire Company
Chief's Report
March, 2016**

FIRE CALLS:

11 for month
42 for 2016

EQUIPMENT STATUS:

- Looking to purchase 'piercing' nozzle for car fires. Quote Attached.
- We need new radio batteries: 3 For xts 1500/2500 series. Model ntn9857b.
- Need batteries for pagers: Minitor 4 (20) , Minitor 5 (30)
- Looking to purchase AED pads.
- Looking to replace the fill station.

APPARATUS:

- 7200/7210 –
- 7201 – Pre build meeting 1/7. Working through final plans.
- 7211 – Wing still drooping. Foam does not operate.
 - Horn Repaired, Cab raise repaired. Ladder rack had pump replaced. Not complete.
- 7205 –
- 7206 – Making preparations for ordering new boat.
- 7226– OOS – 7226 at Munroes to be wrapped and stored.
- 7236 – Taken to Zodiac Dealer for repair.
- 7207 - Siren repaired.
- 7217 – Radio does not charge. Light stick backwards
- 7227 – Alternator rebuilt. New batteries too. Up and running, still no plates.

TRAINING:

- All drills need to be documented.
- RTK, BBP required

MISCELLANEOUS:

- Tbon gear received.
- Gary – Need list of relief association representatives, including line numbers.
- See Nick about truck assignments.
- Shawn, please transfer the NFIRS work to Nick ASAP.

COMMISSIONERS ITEMS:

- Please do pay invoice for gear. All received.

LIAISON ITEMS:

- Looking for status on replacement Radio Road warning lights.
- Can you ask the MUA for hydrant maps?

UP COMING EVENTS:

- 3/15 – 19:00 Parkertown RERP training
- 3/22 19:00 Parkertown Black Sunday Presentation
- 4/6 – 19:00 Relief Meeting MIVFC
- 4/26 – 16:00 – x : Fit Testing
- 6/16 – 20:00 – Ocean County Fireman's Association Meeting – At Mystic.
- 7/6 – 19:00 Relief Meeting WTFC
- 10/5 – 19:00 Relief Meeting PVFC
- 12/7 – 19:00 Relief Meeting MIVFC
- ??/?/16 - 19:00 Building Construction Class, LEH Comm. Center

Respectfully Submitted:

Bill Stenger, Chief Mystic Island Volunteer Fire Company