

**Board of Fire Commissioners
Tinton Falls Fire District #1
2 Volunteer Way
Tinton Falls, New Jersey 07753**

Minutes of Regular Meeting on May 26, 2009

The meeting of the Board of Fire Commissioners was called to order by President MacPherson at 8:00PM.

President MacPherson advised the Board that all requirements of the Open Public Meeting Laws have been met.

Roll Call: MacPherson-Present, Wieczerszak-Present, Corson-Present, Truex-Present, Chervinsky-Present and Richard Braslow, Esq.-Absent.

2008 Audit Presentation

Michael Bart from Bart & Bart presented the Board with a full audit report on the financials of the fire district in which he stated the Board's business to be within the parameters of the governing statutes and no corrective actions are required of the Board. On a motion by Commissioner Truex, Second Chervinsky the Board moved to authorize resolution 19-09 formally adopting the 2008 audit report. Vote: Yes, full Board.

Previous Meeting Minutes

April 28, 2009 Regular Meeting: On a motion by Commissioner Truex, Second Chervinsky to accept the April 28, 2009 regular meeting minutes. Vote: Yes, full board.

April 28, 2009 Executive Session: On a motion by Corson, Second Truex to accept the executive session minutes of April 28, 2009. Vote: Yes, full board.

Treasurer's Report

Commissioner Truex presented a full report which had a total of \$286,263.42 in payments. The account balances of the Fire District:

Checking Account: \$290,876.51
Money Market Account: \$130,515.89
Total Account Balances=\$421,392.40

The May Treasurer's Report was accepted on a motion by Commissioner Chervinsky, Second by Corson. Vote: Yes, all present with abstentions from Commissioner Wieczerszak and Chervinsky regarding reimbursements.

Fire Chief's Reports

Wayside Fire Company

Fire Chief Buob reporting:

- All apparatus and equipment in service
- Total of (30) calls in April 2009
- NFRIS completed and submitted to the NJ DFS for the month of April 2009
- New members Mario Rivera and Mike Scott presented to Board; all paperwork in order
- FF Calvo and Butler removed from Probationary Status
- 36-2-90 requested for mutual aid standby in Red Bank for July 3rd Fireworks

Pine Brook Fire Company

No Officers and/or Members present.

Communications

In-Coming

-None-

Out-Going

- 1) PEOSH Requesting Compliance Extension until 31 July 2009
- 2) Senator Lautenberg requesting endorsement of AFG Grant Application
- 3) Senator Menendez requesting endorsement of AFG Grant Application
- 4) Congressman Holt requesting endorsement of AFG Grant Application

Old Business

President MacPherson requested that it be noted for the record that the workshop meeting on May 12, 2009 was cancelled due to the meeting facility being used for the municipal election; all proper cancellation requirements were followed.

Commissioner Wieczerszak and Corson discussed the PEOSH follow-up inspection and distributed a listing of outstanding compliance items. An extension for compliance has been applied for until 31 July 2009.

Commissioner Wieczerszak reported that Grants on Fire has completed and submitted the district's application for the 2009 AFG Grant. Letters have also been sent to the district's congressional delegation in Washington DC.

President MacPherson confirmed with the Board that the Relief Association will be using the building for a meeting on July 29th at 9PM.

New Business

Chief Buob requested that Wayside Fire Company receive formal permission to utilize the building grounds for a 90h Anniversary and Ladder Truck Dedication. On a motion by Commissioner Chervinsky, Second Corson the Board moved to approve the use of the building and grounds for the said event. Vote: Yes, full Board.

Commissioner Wieczerszak stated that the District's stored credit at Office Max has been cancelled due elimination of the program. Commissioner Wieczerszak stated that he will be opening an account with Staples for the purchase of office supplies for the district.

Resolutions

19-09 Authorizing Adoption of 2009 Audit

Audience Participation

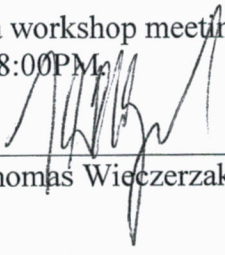
None

Adjournment

On a motion by Commissioner Chervinsky, Second Corson the regular meeting of the Board of Fire Commissioners was adjourned at 8:40PM. Vote: Yes, all Commissioners.

Next meeting is a workshop meeting on June 9, 2009 at 8:00PM and a regular meeting on June 23, 2009 at 8:00PM.

Submitted by:


Thomas Wiczerzak, Secretary

THE COMMISSIONERS OF FIRE DISTRICT NO. 1
IN THE BOROUGH OF TINTON FALLS, COUNTY OF MONMOUTH

Resolution #19-09

Authorizing Adoption of 2008 Audit

WHEREAS, *N.J.S.A.* 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made; and

WHEREAS, the annual audit report for the fiscal year ended **December 31, 2008**, has been completed and filed with the appropriate parties pursuant to *N.J.S.A.* 40A:5A-15; and

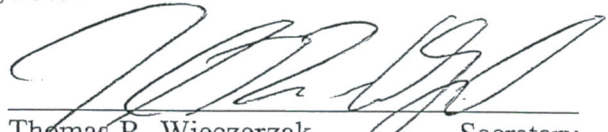
WHEREAS, *N.J.S.A.* 40A:5A-17 requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution at the Local Finance Board that each member thereof has personally reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

WHEREAS, the members of the governing body have received the annual audit and personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations" in accordance with *N.J.S.A.* 40A:5A-17.

NOW, THEREFORE BE IT RESOLVED, that the governing body of Tinton Falls Fire District No. 1 hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended **December 31, 2008**, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED, that the secretary of the authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

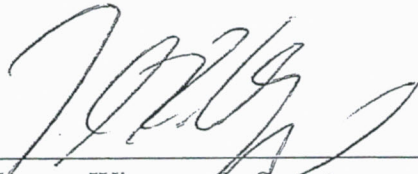
IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON MAY 26, 2009.



Thomas R. Wiecek Secretary
Dated 5/26/2009

Certification

I, Thomas R. Wiecezrak, Secretary of the Commissioners of Fire District No. 1 in the Borough of Tinton Falls, County of Monmouth, hereby certify that the foregoing resolution was duly adopted by the Commissioners at a meeting held on May 26, 2009.


Thomas Wiecezrak, Secretary

The foregoing resolution was introduced by Commissioner Truex and it was seconded by Commissioner Chervinsky.

RECORD OF VOTE

Members	CHERVINSKY	CORSON	MACPHERSON	TRUEX	WIECZERZAK
Yes	✓	✓	✓	✓	✓
No					
Not Voting					
Absent					

LOCAL AUTHORITIES

GROUP AFFIDAVIT FORM

Prescribed by

THE NEW JERSEY LOCAL FINANCE BOARD

AUDIT REVIEW CERTIFICATE

We, the members of the governing body of the Borough of Tinton Falls Fire District #1, being of full age and being duly sworn according to law, upon our oath depose and say:

1. We are duly elected members of the Borough of Tinton Falls Fire District #1.
2. We certify, pursuant to N.J.S.A. 40A:5A-17, that we have each reviewed the annual audit report for the fiscal year ended **DECEMBER 31, 2008**, and specifically the sections of the audit report entitled "General Comments" and "Recommendations."

[PRINT]

Thomas R. Wiecezerek

William J. Truex

GERALD T. McPHERSON

Howard M. Chervinsky

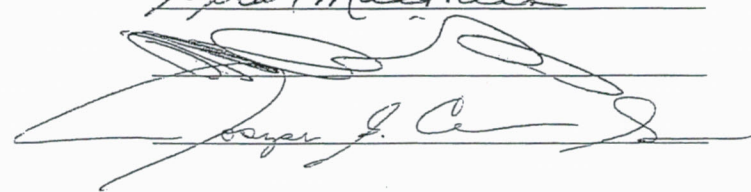
Joseph G. Corson Sr.

[SIGNATURE]









Sworn to and subscribed before me this

26th day of May, 2009

Will M. Belloc

Attest (use, State of)
Notary Public of New Jersey

IMPORTANT: Signatures must be original. Photocopies not accepted.

NOTICE

SUMMARY OF AUDIT REPORT

BOROUGH OF TINTON FALLS FIRE DISTRICT #1
FOR THE YEARS ENDED DECEMBER 31, 2008 and 2007

AS REQUIRED BY NJSA 40A:5A-16

COMBINED COMPARATIVE BALANCE SHEET

	December 31,	
	2008	2007
<u>Assets:</u>		
Cash	\$ 146,233	\$ 474,574
Amount to be Provided for Retirement of Debt	1,137,000	1,202,000
Accounts Receivable and other assets	318,669	268,247
Fixed Assets - Net	2,238,952	1,952,578
Total Assets	<u>\$ 3,840,854</u>	<u>\$3,897,398</u>
<u>Liabilities and Fund Balance:</u>		
Accounts Payable & Other Liabilities	\$ 93,438	\$ 91,458
Bonds Payable	1,137,000	1,202,000
Total Liabilities	1,230,438	1,293,458
<u>Fund Balance:</u>		
Undesignated	322,711	55,416
Restricted for Capital Prospects	48,753	595,945
Fixed Assets - Net	2,238,952	1,952,578
Total Fund Balance	2,610,416	2,603,940
Total Liabilities and Fund Balance	<u>\$ 3,840,854</u>	<u>\$3,897,398</u>

GENERAL FUND

COMPARATIVE STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCE

	December 31,	
	2008	2007
<u>Revenue:</u>		
District Taxes	\$ 975,398	\$ 828,991
Interest Income	20,326	20,466
Other Revenue	10,641	11,216
Total Revenue	1,006,365	860,673
<u>Expenditures:</u>		
Operating Appropriations	608,745	526,642
Capital	391,144	269,176
Total Expenditures	999,889	795,818
Excess of Revenue over Expenditures	6,476	64,855
Fund Balance - Beginning of Year	2,603,940	2,529,085
Fund Balance - End of Year	<u>\$2,610,416</u>	<u>\$2,603,940</u>

RECOMMENDATION: None.

The above summary was prepared from the report of the audit of the Borough of Tinton Falls Fire District #1, County of Monmouth, for the year ended December 31, 2008. This report of audit, submitted by Bart & Bart CPA's, is on file at the Commissioner's Office and may be inspected by any interested person.

Tom Wiecezark, Secretary

Tinton Falls Fire District #1
Purchase Order Listing By P.O. Number

05/26/09
20:03:02

P.O. Type: A11
Range: 09-00150 to 09-00187
Format: Detail without Line Item Notes
Encumbrance Date Range: First to 12/31/09
Include Non-Budgeted: Y
Prior Year Only: N
Open: Y Rcvd: Y Paid: N
Held: N Aprv: Y Void: N
Bid: Y State: Y Other: Y
* Means Prior Year Line

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Acct Type Description	Contract	Stat/Chk Date	Enc	Rcvd Date	Chk/Void Date	Invoice
09-00150	05/26/09	NJR00001	NJ Natural Gas	21.19	9-01-07-283-000	B Gas		R	05/26/09	05/26/09		220009378878
1	36-3	GENERATOR		86.09	9-01-07-283-000	B Gas		R	05/26/09	05/26/09		220007524237
2	36-2	BLDG										
				107.28								
09-00151	05/26/09	BANK0001	The Bank of New York	29,513.32	9-01-09-200-001	B Interest Payments		R	05/26/09	05/26/09		MAY 22, 2009
1	BLDG	BOND INTEREST										
09-00152	05/26/09	OSHK0001	OSHKOSH CAPITAL	178,808.83	9-01-07-900-001	B CAPITAL FUND		R	05/26/09	05/26/09		111204000
1	36-2-90	LEASE PAYMENT 6/2009										
09-00153	05/26/09	BOROU001	Borough of Tinton Falls	100.00	9-01-05-204-000	B Office Supplies		R	05/26/09	05/26/09		5/26/09
1	POSTAGE ACCOUNT	FIRE DIST #1										
09-00154	05/26/09	ANDCA001	Andrew Calvo	39.99	9-01-05-204-000	B Office Supplies		R	05/26/09	05/26/09		5/25/09
1	UPS FOR	IAMRESPONDING SYS										
09-00155	05/26/09	PEBSF001	PEB'S FLOORS, LLC	400.00	9-01-07-261-004	B Maint. & Repairs - Building		R	05/26/09	05/26/09		29064
1	BLDG CLEANING	SERVICE										
09-00156	05/26/09	GRANT001	GRANTS ON FIRE	750.00	9-01-07-011-000	B Commissioners Compensation		R	05/26/09	05/26/09		5/26/09
1	2009 AFG	WRITER FEE										
09-00157	05/26/09	ANDCA001	Andrew Calvo	75.00	9-01-07-011-000	B Commissioners Compensation		R	05/26/09	05/26/09		4/19/09
1	ENERGY SEMINAR	EXPENSES										
09-00158	05/26/09	ANDCA001	Andrew Calvo	250.00	9-01-07-291-003	B Nonbond Assets - Commissioners		R	05/26/09	05/26/09		5/26/09
1	INSTALL CAD/IAMRESPONDING											
09-00159	05/26/09	BOROU001	Borough of Tinton Falls	1,870.90	9-01-07-281-001	B Fuel - Wayside		R	05/26/09	05/26/09		3/31/09
1	FUEL Q1 2009	36-2		637.02	9-01-07-281-002	B Fuel - Pinebrook		R	05/26/09	05/26/09		3/31/09
2	FUEL Q1 2009	36-3										

05/26/09
20:03:02

Tinton Falls Fire District #1
Purchase Order Listing By P.O. Number

Page No: 2

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Contract Acct Type Description	Stat/Chk Date	Enc	Rcvd Date	Chk/Void Date	Invoice
09-00160	05/26/09	COMCA001 Comcast									
		1 CABLE/INTERNET MAY 36/3		59.14	9-01-07-288-000	B Cable-Internet	R	05/26/09	05/26/09		09568124583014
		2 CABLE/INTERNET MAY 36/2		79.74	9-01-07-288-000	B Cable-Internet	R	05/26/09	05/26/09		09568205866016

				138.88							
09-00161	05/26/09	TLCLA001 TLC Lawn Service									
		1 LAWN SERVICE APRIL		240.00	9-01-07-261-004	B Maint. & Repairs - Building	R	05/26/09	05/26/09		9057
		2 LAWN SERVICE SPRING CLEAN-UP/F		525.00	9-01-07-261-004	B Maint. & Repairs - Building	R	05/26/09	05/26/09		9037

				765.00							
09-00162	05/26/09	DELLC002 DELL MARKETING L.P.									
		1 CAD COMPUTER SYSTEM 36-2		1,203.51	9-01-07-291-003	B Nonbond Assets - Commissioners	R	05/26/09	05/26/09		XD77P1279
09-00163	05/26/09	EMERG001 EMERGENCY SERVICES MARKETING									
		1 IAWRESPONDING ANNUAL FEE		850.00	9-01-07-288-000	B Cable-Internet	R	05/26/09	05/26/09		747
09-00164	05/26/09	DELLC002 DELL MARKETING L.P.									
		1 CAD PRINTER 36-2		224.42	9-01-05-204-000	B Office Supplies	R	05/26/09	05/26/09		XD71K17D9
09-00165	05/26/09	RICHA001 Richard M Braslow									
		1 PROFESSIONAL SERVICES APRIL		1,250.00	9-01-05-203-000	B Legal	R	05/26/09	05/26/09		APRIL 2009
09-00166	05/26/09	VERIZ001 Verizon of NJ									
		1 TELEPHONE MAY		98.50	9-01-07-282-003	B Telephone - Commissioners	R	05/26/09	05/26/09		732493157419708
09-00167	05/26/09	TOMWE001 TOM WIECZERZAK									
		1 CAD ACCESSORIES 36-2		400.03	9-01-05-204-000	B Office Supplies	R	05/26/09	05/26/09		5/1/09
09-00168	05/26/09	TOMWE001 TOM WIECZERZAK									
		1 PUMP TEST MEALS		52.87	9-01-07-011-000	B Commissioners Compensation	R	05/26/09	05/26/09		5/14/09
09-00169	05/26/09	GPUEN001 JCP&L									
		1 ELECTRIC 36-2 BLDG		975.72	9-01-07-284-000	B Electricity	R	05/26/09	05/26/09		100047673486
09-00170	05/26/09	WESTE001 Western Pest Services									
		1 PEST SERVICE MAY		35.00	9-01-07-261-004	B Maint. & Repairs - Building	R	05/26/09	05/26/09		998569B

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Contract Acct Type Description	Stat/Chk Date	Enc	Rcvd Date	Chk/Void Date	Invoice
09-00171	05/26/09	MERID002	MERIDIAN HOSPITAL CORP, OCC HE	68.00	9-01-05-219-000	B Medical	R	05/26/09	05/26/09		170316
09-00172	05/26/09	FCAUT001	F & C AUTOMOTIVE SUPPLY INC.	680.13	9-01-07-261-001	B Maint. & Repairs - Wayside	R	05/26/09	05/26/09		ACCT 11574
09-00173	05/26/09	HOMED001	HOME DEPOT CREDIT SERVICES	383.53	9-01-07-261-004	B Maint. & Repairs - Building	R	05/26/09	05/26/09		603532202493367
09-00174	05/26/09	OFFIC001	Office Max	201.34	9-01-05-204-000	B Office Supplies	R	05/26/09	05/26/09		773704090009218
09-00175	05/26/09	TRILE001	Trilex	49.22	9-01-07-261-002	B Maint. & Repairs - Pinebrook	R	05/26/09	05/26/09		15138
09-00176	05/26/09	PPES0001	Personal Protection Equip Spec.	356.00	9-01-07-261-003	B Maint. & Repairs - Commissionr	R	05/26/09	05/26/09		08-6641
09-00177	05/26/09	JOEC0001	JOE CORSON	25.15	9-01-07-011-000	B Commissioners Compensation	R	05/26/09	05/26/09		5/14/09
09-00178	05/26/09	FITNE001	Fitness Lifestyles, Inc.	379.95	9-01-07-261-004	B Maint. & Repairs - Building	R	05/26/09	05/26/09		123786
09-00179	05/26/09	FIREH001	FIRE HOOKS UNLIMITED INC.	295.00	9-01-07-291-002	B Nonbond Assets - Pinebrook	R	05/26/09	05/26/09		93791
				2,392.85	9-01-07-291-002	B Nonbond Assets - Pinebrook	R	05/26/09	05/26/09		93506

				2,687.85							
09-00180	05/26/09	HONEY001	HONEYWELL FIRST RESPONDER PROD	5,381.19	9-01-07-291-001	B Nonbond Assets - Wayside	R	05/26/09	05/26/09		586015
				5,381.19	9-01-07-291-002	B Nonbond Assets - Pinebrook	R	05/26/09	05/26/09		586015
				16,143.57	9-01-07-291-003	B Nonbond Assets - Commissioners	R	05/26/09	05/26/09		586015

				26,905.95							
09-00181	05/26/09	EKINS001	E & K Insurance	8,079.00	9-01-07-255-000	B Insurance	R	05/26/09	05/26/09		5/26/09

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Contract Acct Type Description	Stat/Chk	Enc Date	Rcvd Date	Chk/Void Date	Invoice
09-00182	05/26/09	ALLHA001 A11 Hands Fire Equipment									
1	2009	EQUIP 36-2		1,135.33	9-01-07-291-001	B Nonbond Assets - Wayside	R	05/26/09	05/26/09		09-3148
09-00183	05/26/09	MIDDLE02 Middlesex CTY Fire Academy									
1	TAXPAYER	DRILL MIDDLESEX		605.00	9-01-07-275-001	B Training - Wayside	R	05/26/09	05/26/09		09-00426-1035
09-00184	05/26/09	CONTI001 Continental Fire & Safety Inc.									
1	REPLACEMENT	BOOTS 36-3		523.00	9-01-07-291-002	B Nonbond Assets - Pinebrook	R	05/26/09	05/26/09		31974
09-00185	05/26/09	STATE001 STATES HEATING & COOLING									
1	HEATING SYSTEM	REPAIRS		1,975.00	9-01-07-261-004	B Maint. & Repairs - Building	R	05/26/09	05/26/09		PROPOSAL
09-00186	05/26/09	FIRPR001 First Priority Emergency Vehic									
1	VEHICLE	REPAIRS 36-390		927.00	9-01-07-261-002	B Maint. & Repairs - Pinebrook	R	05/26/09	05/26/09		39822
2	VEHICLE	REPAIRS 36-286		127.50	9-01-07-261-001	B Maint. & Repairs - Wayside	R	05/26/09	05/26/09		39819

				1,054.50							
09-00187	05/26/09	NJAME001 NJ American Water Co.									
1	WATER SERVICES	BLDG		213.00	9-01-07-285-000	B Water	R	05/26/09	05/26/09		1813254008
2	WATER SERVICES	FIRE SERVICE		131.00	9-01-07-285-000	B Water	R	05/26/09	05/26/09		1813254065
3	WATER	HYDRANTS (266)		22,264.20	9-01-07-287-000	B Fire Hydrants	R	05/26/09	05/26/09		1807817166

				22,608.20							

Total Purchase Orders: 38 Total P.O. Line Items: 48 Total List Amount: 286,263.42 Total Void Amount: 0.00

Fund Description	Fund	Budget Fund Total	Revenue Fund Total

GENERAL FUND APPROPRIATIONS	9-01	286,263.42	0.00
		=====	=====
Total of All Funds:		286,263.42	0.00

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
GENERAL FUND APPROPRIATIONS	9-01	286,263.42	0.00	0.00	0.00	286,263.42
Total of All Funds:		286,263.42	0.00	0.00	0.00	286,263.42