

TINTON FALLS FIRE DISTRICT #1

REGULAR MEETING MINUTES

DECEMBER 15, 2022

CALL TO ORDER- The Regular Meeting of the Board of Fire Commissioners was called to order by Vice President Harris at 7:30 pm.

ANNOUNCEMENT- Attorney Braslow advised the Board that all requirements of the Open Public Meeting Laws had been met. Pursuant to the Public Meeting Act of Chapter 231, Public Law 1975, adequate notice of this meeting had been met by advertising in The Coaster and The Asbury Park Press, and by posting on the bulletin board in the Tinton Falls Borough Hall and placed on file with the Borough Clerk 48 hours prior to this meeting.

ROLL CALL- Estelle – present Furman – present Harris – present

Mack - present Matthews-present Attny Braslow- phone

2023 REORGANIZATION -

Chairman - Nomination for Darell Harris as Chairman made by Michael Matthews, seconded by Michael Estelle, all present in favor.

The Chairman appointed the following positions with favor of all Board members present:

Vice Chairman - Michael Matthews

Treasurer – Michael Estelle

Assistant Treasurer/Assistant Treasurer – William Furman

Secretary – John Mack

CAPITAL PROJECT HEARING

Motion made by Commissioner Mack to open the hearing Relative to Capital Projects for 2023 at 7:32 pm. Motion seconded by Commissioner Furman.

President Harris read the resolution to the audience. Resolution is to purchase a utility vehicle and associated equipment for an amount not exceeding \$150,000 and to purchase radios for an amount not exceeding \$100,000.

No audience member had a comment or question on the resolution.

Motion made by Commissioner Estelle, seconded by Commissioner Mack to close the hearing, all in favor.

Commissioner Matthews made a motion to adopt Resolution 19-22, authorizing the Capital Projects for 2023 utilizing funds in the 2023 budget. Motion seconded by Commissioner Mack, all present in favor.

BUDGET

Temporary 2023 Budget - A Resolution was made to introduce the 2023 Temporary Budget. Motion was made by Commissioner Furman and seconded by Commissioner Matthews. All present in favor.

Budget transfers – A motion made by Commissioner Furman to approve the budget transfers as per the accountant’s recommendations. Motion seconded by Commissioner Matthews, all present in favor.

Resolutions:

Authorizing Appointment of Accountant for the 2023 Year

Authorizing Appointment of Attorney for the 2023 Year

Authorizing of Appointment of Auditor for the 2023 Year

Adoption of Cash Management Plan

Authorizing Regular Meeting Schedule for the 2023 Year

Designation of Official Newspapers for Publications for the 2023 Year

Authorizing Approval and Payment of Claims

Designating Surety Bonding for Commissioners

Closing of Meeting Pursuant to Open Public Meetings Act

Motion to adopt above Resolutions was made by Commissioner Matthews and seconded by Commissioner Mack. All present in favor.

APPROVAL OF THE PREVIOUS MINUTES- Motion to approve the previous Workshop Meeting Minutes and Regular Meeting Minutes from November 17, 2022, was made by Commissioner Matthews and seconded by Commissioner Furman. All Commissioners at the November 17, 2022, meeting in favor.

TREASURER'S REPORT -

TOTAL OF THE BILLS \$ 100,864.40 WHICH INCLUDES:

Bank of America	Purchase card payment – Draeger batteries	\$ 219.23
Fire Commissioners	Fourth Quarter Stipend: 5 @ \$1000/ea	\$ 5,000.00
Comcast	Cable	\$ 55.92
CSS Security Systems	Module replacement at Station 3	\$ 270.50
Richard Braslow	Professional fees (Nov and Dec)	\$ 2,900.00
Defender Emergency Products	Repairs to 36-2-85, 36-2-88, 36-2-90, 36-3-76, 36-3-77	\$ 9,517.02
Gannett NJ Newspapers	Legal Notice advertising (August through Nov)	\$ 201.76
Home Depot	Supplies for training	\$ 195.62
JCPL	Electric bill (Nov and Dec)	\$ 873.25
Middlesex County Fire Academy	ICS Training for K Binford	\$ 84.00
Municipal Emergency Svcs	Hurst tool preventative maintenance	\$ 5,466.00
NJ American Water	Water bills (2) (Nov and Dec)	\$ 572.39
NJ American Water	Hydrant rental (Nov and Dec)	\$ 42,408.00
NJ Natural Gas	Natural Gas Bill (Nov and Dec)	\$ 378.04
Peb's Floors	Weekly building cleaning services (Nov & Dec)	\$ 780.00
Pine Brook Hose Co.	Quarterly Rent + rent shortage from prev qtrs.	\$ 22,500.00
Quality 1 st Basement	Sidewalk repair	\$ 1,973.80
Ricoh USA	Printer / Copier	\$ 179.86
Seaboard Fire & Safety	Extinguisher maintenance / kitchen system insp	\$ 163.00
Seaboard Welding Supply	Cylinder rental	\$ 25.75
Shrewsbury Car Wash	Vehicle services (August 2022 to present)	\$ 304.67
Staples Credit Plan	Office supplies / shipping service	\$ 73.84
State of NJ	Underpaid employee tax	\$ 12.13

The New Coaster LLC	Legal Notice advertising	\$ 7.74
Twin Rock Water	Monthly water delivery	\$ 239.70
Verizon (2)	Monthly phone/internet	\$ 258.02
Verizon Wireless	Vehicle cradle points (Nov and Dec)	\$ 456.16
Wayside Fire Company	Quarterly Rent	\$ 5,000.00
Western Pest	Monthly pest control	\$ 68.00
Zach's Services	Lawn care services (lawn care & fall fertilizer	\$ 680.00

Motion to pay the bills was made by Commissioner Furman, seconded by Commissioner Mack, all present in favor.

CHIEF'S REPORT- Chief Williams asked the Board to consider changing District Meeting dates so as not to conflict with other meetings. Board members held discussion on the topic and agreed to keep the Fire District meetings on the third Thursday of the month. Attorney Braslow reminded a meeting can be changed by it being posted in the required timeframe in two publications.

Chief Williams asked for policy review in reference to certifications and required call percentage. President Harris appointed Commissioner Estelle and Commissioner Mack to review the policy and bring back their recommendations to the Board.

Policy 4-3 addresses District Chain of Command. As per the policy, District Chief Williams wants to present Casey Whelan to fill the position of District Deputy Chief. He has all the requirements as listed in the policy. A motion made by Commissioner Furman to appoint Casey Whelan as District Deputy Chief for 2023. Motion seconded by Commissioner Mack, all present in favor.

Training was discussed for 2023. A quote will be received from Superior Fire & Emergency Response. It was also discussed to contact other Districts to possibly share training drills/expenses.

Commissioners Matthews and Harris report progress on per diem discussion. They are still gathering information on this topic (daytime and evening standby) and meeting in January with a representative from Brick Township. Discussion followed on same and the effect on the fire districts in Tinton Falls.

The Chief asked for new tires for 36-2-66. Motion made by Commissioner Matthews, seconded by Michael Estelle for new tires to be installed on 36-2-66, all present in favor.

OLD BUSINESS - A Calvo handed out sample ID cards that were previously approved by the District. Discussion followed on same, and an expiration date was decided upon. A new card would be given to each member, and cards can be produced any time a new member joins the District. Motion made by Commissioner Matthews to approve the card. Motion seconded by Commissioner Estelle, all present in favor.

The fire company is going to try out Chief 360 – an app that is comparable to IAR. Call entries can be seen “real time” It is a free 30-day trial.

NEW BUSINESS - no business to discuss

READING OF COMMUNICATIONS- Borough of Tinton Falls sent a certified copy of Resolution R-22-213 Reviewing and Approving the Annual Compensation for the Board Commissioners of Fire District No. 1.

Selective Insurance Company sent a Change of Policy Terms. Paperwork will be filed.

AUDIENCE PARTICIPATION- none

ADJOURNMENT- Motion to adjourn the meeting was made by Commissioner Matthews and seconded by Commissioner Estelle. All present in favor. Meeting adjourned at 8:09 pm.