

Board of Fire Commissioners Fire District No. 4
Jackson Township, New Jersey

Minutes of Meeting Held
March 10, 2016

Notice of the time, date, location and agenda of this meeting to the extent then known, was duly published at least forty-eight hours in advance of this meeting, by posting on the official bulletin board and by publications in the official newspapers of the Board. This meeting is being conducted in accordance with the terms and provisions of the "Open Meetings Act" of the State of New Jersey

Call to Order - All participated in the Pledge of Allegiance. The re-organizational meeting was called to order by Board Attorney Youssef at 8:00 p.m. Roll Call was taken and Commissioners Bollentin Goldman Leonard and Ruditsky were present. Commissioner Torres was absent (but later entered the meeting at 8:30 pm).

Swearing In of Newly Elected - Board Attorney Youssef administered the oath of office to newly re-elected Fire Commissioner Richard Leonard.

Re-Organization of Board of Fire Commissioners Fire District No. 4 -

2016 Election of Officers: Board Attorney Youssef accepted nominations for officers of the Board. CHAIRMAN: Commissioner Bollentin nominated Rich Leonard Sr. for Chairman, seconded by Commissioner Goldman – carried by unanimous consent. VICE-CHAIRMAN: Commissioner Goldman nominated Jack Bollentin for Vice-Chairman, seconded by Commissioner Ruditsky - carried by unanimous consent. Treasurer: Commissioner Ruditsky nominated Commissioner Torres for Treasurer, seconded by Commissioner Bollentin – carried by unanimous consent. CLERK: Commissioner Bollentin nominated Commissioner Goldman for Clerk, seconded by Commissioner Ruditsky– carried by unanimous consent. COMMISSIONER-AT-LARGE: Commissioner Bollentin nominated Commissioner Ruditsky for Commissioner-at-Large, seconded by Commissioner Goldman – carried by unanimous consent.

2016 Meeting Dates: Board Attorney Youssef presented a Resolution for Scheduling Meeting Dates for the Year 2016 (April 14, May 12, June 9, July 14, August 11, September 8, October 13, November 10, December 8, January 12, 2017, February 9, 2017 and March 19, 2017– which shall serve as the annual reorganization meeting of the Board). Commissioner Bollentin motioned to accept the Resolution as presented, seconded by Commissioner Ruditsky. Motion passed by unanimous consent. (A copy of the Resolution is attached and incorporated herein by reference.)

2016 Official Newspapers: Commissioner Torres motioned to accept the Resolution of the Board of Fire Commissioners of Fire District No. 4 Jackson Township Designating Official Newspaper for 2016 (which names the Asbury Park Press and the Newark Star Ledger) as presented by Attorney Youssef,

seconded by Commissioner Leonard. Motion passed by unanimous consent. (A copy of the Resolution is attached and incorporated herein by reference.)

2016 Designation of Official Depositories: Commissioner Bollentin motioned to accept the Resolution of the Board of Fire Commissioners of Fire District No. 4 Jackson Township Designating Official Depositories of Fire District Funds for 2016 (which names The New Jersey State Cash Management Fund, TD Bank, Ocean First Bank, Shore Community Bank, Harmony Bank and Investors Savings Bank), presented by Attorney Youssef, seconded by Commissioner Goldman. Motion passed by unanimous consent. (A copy of the Resolution is attached and incorporated herein by reference.)

2016 Appointment of District Auditors: Commissioner Ruditsky y motioned to accept the Resolution of the Board of Fire District No. 4 Jackson Township appointing Holman & Frenia P.C. District Auditors for 2016, presented by Attorney Youssef, seconded by Commissioner Goldman. Resolution passed by majority consent with Commissioner Bollentin abstaining. (A copy of the Resolution is attached and incorporated herein by reference.)

2016 Appointment of Board Accountant: Commissioner Ruditsky motioned to accept the Resolution of the Board of Fire District No. 4 Jackson Township Appointing Oliver S. Walling Board Accountant for the Year 2016, presented by Attorney Youssef, seconded by Commissioner Goldman. Resolution passed by unanimous consent. (A copy of the Resolution is attached and incorporated herein by reference.)

2016 Appointment of Bookkeeper & Qualified Purchasing Agent: Commissioner Bollentin motioned to accept the Resolution of the Board of Fire District No. 4 Jackson Township Appointing Cheryl Parker bookkeeper and qualified purchasing agent for the Year 2016, presented by Attorney Youssef, seconded by Commissioner Ruditsky. Resolution passed by unanimous consent. (A copy of the Resolution is attached and incorporated herein by reference.)

2016 Appointment of Recording Secretary: Commissioner Bollentin motioned to accept the Resolution in Title of the Board of Fire District No. 4 Jackson Township Appointing Susan L. Oksen-Pereira recording secretary for the Year 2016, presented by Attorney Youssef, seconded by Commissioner Ruditsky. Resolution passed by unanimous consent. (A copy of the Resolution is attached and incorporated herein by reference.)

2016 Appointment of Board Attorney: Commissioner Bollentin motioned to accept the Resolution of the Board of Fire Commissioners Fire District No. 4 Jackson Township Appointing Joseph D. Youssef, Esq., Board Attorney for the Year 2016, presented by Attorney Youssef, seconded by Commissioner Ruditsky. Resolution passed by unanimous consent. (A copy of the Resolution is attached and incorporated herein by reference.)

Legal Report - Nothing further to report.

Minutes: Commissioner Goldman motioned to approve the minutes of the February 11, 2016 General meeting seconded by Commissioner Ruditsky. Motion passed by majority vote with Commissioner Ruditsky abstaining due to his absence.

Treasure's Report was presented by Commissioner Ruditsky. The report and bill list (a copy of which is attached and incorporated herein by reference) as of March 10, 2016 were read. After discussion, the following were added Michael Krzyzewski (\$120) and Susan Oksen-Pereira (\$225) to the payment report. Commissioner Bollentin motioned to accept the Treasurer's Report as amended, seconded by Commissioner Goldman. Motion passed by unanimous consent.

Truck & Building/Career Report – was read by Commissioner Leonard. Commissioner Ruditsky motioned to expend up to \$150 to repair camera at Station #1, seconded by Commissioner Goldman. Motion passed by unanimous consent. Propane tank at Station #2: can be kept in a cage along outside wall where there is crash protection per the Ocean County Fire Official. Tanks are disappearing. Board was in agreement. #11 needs front tires. Lt. Reynolds was directed to get prices.

Chief's Report – read by Chief Lubertazzi (a copy of which is attached and incorporated herein by reference). After discussion, Commissioner Ruditsky motioned to spend up to \$1,000 to purchase tow straps and shackles, seconded by Commissioner Goldman. Motion passed by unanimous consent. Reminder: new drivers are on probation for six months.

President's Report - President Robert Booth reported:

1. Resignation Letter – received from Brendan Giarratano received. Cheryl to advise if he eligible for LOSAP reimbursement.
2. Lauren Vicoso – will be receiving letter removing her from the roll for not meeting percentages.
3. Recruitment company – investigating company to see if they can help bring up the enrollment numbers
4. Application for Associate membership received – Tyler O'Hara submitted to the Board.
5. Morale – President asked that the Board consider having the Board meeting room be turned over to the company for purposes of a game room and the Board's meetings be held in the Banquet Room. Discussion followed. Commissioner Ruditsky motioned to turn the Board meeting room over to the Fire Company for conversion into a game room. There was no second. Discussion followed. Board seems to be in favor of the idea. Commissioner Leonard directed that a schematic of what they want to do (including prices) be presented to the Board for the next Board meeting.

Commissioner Torres entered the meeting at 8:30 p.m.

Fire Bureau – Report (part of the aforementioned Career Department Report) was reviewed with the Board by Fire Official Burmeister.

Work Orders - paper towel holder was fixed.

Old Business and Correspondence/Pending – None

Old Business: Station #2 was voted down. Discussion followed. It was decided to hold a workshop meeting to discuss new ideas. Commissioner Bollentin motioned to accept a Resolution in Title to hold a workshop meeting on April 4, 2016 at 6:30 pm for the purpose renovations to Station #2, seconded by Commissioner Ruditsky. Motion passed by unanimous consent. Commissioner Torres will not be able to attend the workshop meeting.

Phones: If there are any issues, please contact Firefighter Burmeister. Seems to be working out well.

New Business - Firefighter Burmeister was directed to post wedding congratulations to Firefighter Rich Leonard Jr. and Francesca for this Saturday's wedding.

Executive Session: Commissioner Bollentin motioned to accept the Resolution to take the Board into an executive session for the purpose of discussing personnel matters seconded by Commissioner Goldman. Motion passed by unanimous consent at 8:50 p.m. Subject matter to be released when it is no longer privileged. The executive session ended at 8:57 p.m. and the Board reconvened the public session.

Public Session: No comments received during the Public Session.

Adjournment: With no other business to come before the Board, Commissioner Ruditsky motioned to accept the Resolution to adjourn the meeting, seconded by Commissioner Bollentin. Motion passed by unanimous consent. Meeting adjourned at 8:57 p.m.


_____, Clerk

**BOARD OF FIRE COMMISSIONERS
JACKSON TWSP FIRE DISTRICT NO. 4
AGENDA AND MEETING NOTES**

**March 10, 2016
Meeting Time 8:00PM**

Meeting called to order 8:00PM
Reading of the "Public Meeting Act"
Flag Salute
Attendance
Secretary's Report
Treasurer's Report
Legal Report
Truck & Building Report
Chief's Report
President's Report
Fire Bureau Report
Work Order Requests
Old Business
New Business

Mail Correspondence-Per Orange Folder

Open to Public
Meeting Adjourned

Old Business-Correspondence/Pending

New Business

Mail Correspondence
Per Orange folder

11:51 AM

03/10/16

Accrual Basis

Board of Fire Commissioners
Cash Balances
As of March 10, 2016

	Mar 10, 16	
	Debit	Credit
1009 · Shore Community Operating	445,636.75	
1011 · Shore Community Payroll	47,090.84	
1012 · Shore Community Fire Bureau	44,156.15	
1016 · Shore Comm-CD-Future Cap 0721	298,900.03	
1018 · Shore Comm-CD-Future Cap 0795	240,201.98	
1019 · Shore Comm-CD Future Cap 0872	411,629.35	
1021 · Shore Comm-CD Future Cap 0877	179,427.63	
TOTAL	<u>1,667,042.73</u>	<u>0.00</u>

8:22 PM

03/10/16

Accrual Basis

Board of Fire Commissioners

Treasurer Report

As of March 10, 2016

Type	Date	Num	Name	Memo	Debit	Credit
1009 - Shore Community Operating						
Check	03/10/2016	4001	Defender Emergency Products	PO 6576		21,435.04
Check	03/10/2016	4002	Clean Air Company, Inc.	PO 6629		5,999.99
Check	03/10/2016	3999	East Coast Flag & Flagpole, I...	PO 6675		182.40
Check	03/10/2016	4001	Jean Scala	PO 6677		150.00
Check	03/10/2016	4002	Lucy Oliverie	PO 6678		150.00
Check	03/10/2016	4003	JCP&L	PO 6679		3,386.65
Check	03/10/2016	4004	Verizon Wireless	PO 6680		235.90
Check	03/10/2016	4005	Neil Brooks Plumbing Heatin...	PO 6681		140.00
Check	03/10/2016	4006	Waste Management	PO 6682		369.43
Check	03/10/2016	4007	Staples Credit Plan	PO 6683		199.99
Check	03/10/2016	4008	Home Depot	PO 6684		560.26
Check	03/10/2016	4009	Koerner & Koerner, PA	PO 6685		630.00
Check	03/10/2016	4010	Emergency Sevices Marketin...	PO P20...		9.07
Check	03/10/2016	4011	NJNG	PO 6687		1,516.16
Check	03/10/2016	4012	Blaze Emergency Equipment ...	PO 6688		2,863.77
Check	03/10/2016	4013	Cheryl Parker	PO 6689		15.43
Check	03/10/2016	4014	Verizon Wireless	PO 6690		377.60
Check	03/10/2016	4015	Holmes and McDowell	PO 6691		10,832.06
Check	03/10/2016	4016	GPANJ	PO 6693		100.00
Check	03/10/2016	4017	Insurance Resotration Specia...	PO 6694		809.50
Check	03/10/2016	4018	Rutgers University Emergenc...			336.00
Check	03/10/2016	4019	Jackson Twp MUA	PO 6696		16,393.60
Check	03/10/2016	4020	GW Tire Service	PO 6697		1,437.96
Check	03/10/2016	4021	Family Practice of Centrastate	PO 6698		180.00
Check	03/10/2016	4022	Mercer County Fire Academy	PO 6699		85.00
Check	03/10/2016	4023	Fire & Safety Services, Ltd	PO 6700		349.92
Check	03/10/2016	4024	Ocean County Board of Electi...	PO 6701		606.55
Check	03/10/2016	4025	Staples Credit Plan	PO 6702		447.28
Check	03/10/2016	4026	Optimum	PO 6703		299.57
Check	03/10/2016	4027	JCP&L	PO 6704		497.89
Check	03/10/2016	4028	Skillender s Service Center Inc.	PO 6705		302.77
Check	03/10/2016	4029	Joe Krzyzewski Jr.	PO 6706		120.00
Check	03/10/2016	4030	michael Krzyzewski	PO 6707		120.00
Check	03/10/2016	4031	Susan L Oksen-Pereira	PO 6708		225.00
Total 1009 - Shore Community Operating					0.00	71,364.79
TOTAL					0.00	71,364.79

Board of Fire Commissioners Career Dept
March 10, 2016

FIRE & EMS Calls

- Year to Date – Career Dept. Runs
 - Fire Calls – 48
 - EMS Calls – 118

Fire Prevention

Inspections:	21
Re-inspection:	12
Fines:	0
Permits:	0
Plans:	several in progress
Pre Plans:	progress
Invests:	none at this time

Building Report

- General housekeeping, minor repairs, weekly cleaning was conducted at both stations and snow removal.
- Station 1- generator serviced, one of the cameras is bad , (need to replace)
- Station 2 – Plymovent sensor for 5408 and air compressor repaired. Generator serviced.

Trucks and Equipment

Unit 5400

- Serviced at skillengers auto

Engine 5401

- 2 sets of Auto Cribs placed on truck.
- Exhaust flange installed

Unit 5404

- Serviced at skillengers auto for bad battery

Ladder 5405

- New rear tires installed.



JACKSON MILLS VOLUNTEER FIRE COMPANY NO. 1 STATION 54



465-B North County Line Road 📍 Jackson, New Jersey 08527

CHIEF'S REPORT

March 2016

Fire calls: 87

Drill: 3-28-16 @ 1900hrs at Station 55 (Larsen Rd. firehouse) Company Drill on Paratech lifting Struts and Stabilization.

4-11-16 RREP (Radiological training) @ 1900hrs at Station 1 all other make up dates were E-mailed to all members

Training: The following members will be attending FF II Class from March 22, 2016 to May 2016. Caragiulo, Krzyzewski, Linde, Magee, Marrero, O'Hara, Porth and C.MacNeil **They will be using 2 vehicles to transport equipment and personnel.**

All mandatory certifications have been completed

Equipment: I would like to purchase several tow straps and shackles see attached.

Vehicles: See career staff report

Gear Checks 2016: All gear checks have been completed. Lt. Reynolds is aware of any and all repairs and replacement items that are needed.

Miscellaneous: FF Hoffman has completed his hours of driver training on 5411 and 5417 and I am respectfully requesting that FF Hoffman is placed on the drivers list for those 2 vehicles.

Lt. Marrero has completed his hours of driver training on 5401 and I am respectfully requesting that Lt. Marrero is placed on the drivers list for 5401.



JACKSON MILLS VOLUNTEER FIRE COMPANY NO. 1 STATION 54



465-B North County Line Road 📍 Jackson, New Jersey 08527

Radio Frequency Update: All of the parts are in for patching capabilities with FIREOPS1 and FIRETAC1. They have completed the installation and the system is up and running.

Snow Plow List is attached and not to be changed.

Respectfully submitted

Chief Michael Lubertazzi



JMFC PLOW LIST

Jackson Mills Volunteer Fire Company

Station 54

Officer in Charge

5400 5410
5420 5430
5440 5450
5460

Run Number	Date	Time of Call	Time Cleared

Location

Type of Call				Mutual Aid
Structure Fire	Vehicle	Other		None
Residential	Car Fire	Activated Fire Alarm (A.F.A.)	Gas Leak	Given
Commercial	Extrication	Brush Fire	C.O. Alarm	Received
			Haz-Mat	

Name	Truck	Signature	Name	Truck	Signature
Basso, Michael			MacNeil, Barry		
Bender, Kevin			Magee, Brendan		
Bollentin, Jack			Marrero, Rich		
Booth, Bob			O'Brien, Shane		
Busch, Rich			O'Brien, Stan Sr.		
Calhoun, Ryan			O'Hara, Trask		
Caraguilo, Andrew			Porcelli, Jesse		
Chelli, Al			Porth, Steven		
Early, Kevin			Ruditsky, Brian		
Giarratano, Brendan			Schultz, Frank		
Goldman, Phil			Sheehan, Ray		
Haskins, Robert Jr			Sisnetsky, Dave		
Hoffman, Darren			Swing, Dan Jr.		
Kilgour, Peter D.			Swing, Dan Sr		
Kilgour, Brandon			Torres, Ray		
Krzyzewski, Joe			Vicoso, Lauren		
Linde, Steve					
Locklear, Chris			M. REYNOLDS		
Lubertazzi, Michael			J BURMEISTER		
Mackin, Patrick			S. O'BRIEN JR		
Mandola, Joe			R LEONARD		

Summary

Report Completed By:	Entered In Computer By:	Date Entered:

3/10/16

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.4 JACKSON TOWNSHIP SCHEDULING
MEETING DATES FOR THE YEAR 2016**

WHEREAS; The Board of Fire Commissioners, as a political subdivision of the State of New Jersey is required by N.J.S.A. 10:4-18 to publish and post annually a schedule of its meetings to be held during the succeeding year specifying therein the location of each meeting, its date and time; and

WHEREAS; The Board is also required to mail a schedule of its meeting dates to the official newspapers designated by the Board and to provide a copy of said schedule to the municipal clerk for posting on the official municipal bulletin board.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.4 Jackson Township that regularly scheduled meetings of the Board will be held on the second Thursday of each month commencing at 8:00 p.m. at the Jackson Mills Volunteer Fire Company firehouse 465 North County Line Road, Jackson, New Jersey.

BE IT FURTHER RESOLVED that workshop sessions of the Board of Fire Commissioners will be held on the second Thursday of each month commencing at 8:00 p.m. at the above specified location.

BE IT FURTHER RESOLVED that the regular monthly meetings and workshop meetings of the Board are hereby scheduled for the following dates: April 14, May 12, June 9, July 14, August 11, September 8, October 13, November 10, December 8, January 12, 2017 February 9, and March 9, 2017, which meeting shall serve as the annual reorganization meeting of the Board.

BE IT FURTHER RESOLVED that certified true copies of this Resolution be posted on the official bulletin board of the Fire District, forwarded to the official newspapers designated by the Board and forwarded to the municipal clerk for posting as required by law.

Moved by: *Bollentin*

Seconded by: *Ruditsky*

Roll Call Vote:

Ayes: *Bollentin*
Goldman
Leonard
Torres

Nays: *∅*

Absent: *Torres*

Abstain: *∅*

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No.4 Jackson Township on the 10 day of March, 2016.

Philip Goldman, Clerk

3/10/16

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF
FIRE DISTRICT NO.4 JACKSON TOWNSHIP DESIGNATING
OFFICIAL DEPOSITORIES OF FIRE DISTRICT FUNDS FOR 2016**

WHEREAS; the Fire District is a "Governmental Unit" as that term is defined in N.J.S.A. 17:9-41 which receives and has custody of public funds raised through taxation for the purposes set forth in N.J.S.A. 40A:14-70 et. seq. ; and

WHEREAS; N.J.S.A. 40A: 5-14. (1) requires local governmental units to annually designate a public depository or depositories, which are defined in N.J.S.A. 17:9-41 as: " a State or federally chartered bank, savings bank or an association located in this State or a state or federally chartered bank, savings bank or an association located in another state with a branch office in the State, the deposits of which are insured by the Federal Deposit Insurance Corporation and which receives or holds public funds on deposit;" and

WHEREAS; the Board has determined that The New Jersey State Cash Management Fund, TD Bank, Ocean First Bank, Shore Community Bank, Harmony Bank and Investors Savings Bank are qualified depositories that are eligible to receive and hold public funds on deposit; and

WHEREAS; it is the opinion of the Board that designating the above identified financial institutions as the official depositories of fire district funds is convenient, necessary and desirable for the business purposes of the Board.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.4 Jackson Township that The New Jersey State Cash Management Fund, TD Bank, Ocean First Bank, Shore Community Bank, Harmony Bank and Investors Savings Bank are hereby designated official depositories of District funds for 2016.

BE IT FURTHER RESOLVED that the Chairman, Clerk and Treasurer of the Board be and the same are hereby authorized to execute any and all documents necessary to effectuate the purposes of this Resolution and to make deposits into, transfer, open and close such accounts as may be necessary for the orderly conduct of the Board's financial affairs.

BE IT FURTHER RESOLVED that any and all checks or drafts issued on an account held by or in the name of the Board of Fire Commissioners of this Fire District shall require execution by at least three (3) of the duly elected and serving Fire Commissioners.

Moved by: *Bollentin*

Seconded by: *Goldman*

Roll Call Vote:

Ayes: *Bollentin*
Goldman
Leonard
Ruditsky

Nays: *Ø*

Absent: *Torres*

Abstain: *Ø*

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No.4 Jackson Township on the 10th day of March, 2016.

Philip Goldman, Clerk

3/10/16

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.4 JACKSON TOWNSHIP DESIGNATING
OFFICIAL NEWSPAPERS FOR THE YEAR 2016**

WHEREAS; N.J.S.A. 10:4-8 requires political subdivisions of the State of New Jersey to annually designate at least two legally recognized newspapers to receive notice of its schedule of meetings; and

WHEREAS; N.J.S.A. 40A:14-70 requires Boards of Fire Commissioners to publish notices of the annual election, budget referendum and bond referendums as well as public hearings and other periodic events; and

WHEREAS; To be eligible for such designation, the newspaper must have general circulation within the municipality and must have the greatest likelihood of informing the public within the area of the public agencies jurisdiction of its meetings; and

WHEREAS; The Asbury Park Press and the Newark Star Ledger are legally recognized newspapers having general circulation within Jackson Township and are the two publications most likely to inform the citizens of pending Board meetings and actions.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.4 Jackson Township that the Asbury Park Press and the Newark Star Ledger be and the same are hereby designated the official newspapers of the Board of Fire Commissioners for the year 2016.

BE IT FURTHER RESOLVED that the Clerk of the Board be, and the same is hereby directed to publish all required notices in the newspapers specified herein for the year 2016.

Moved by: *Bollenstin*

Seconded by: *Ruditsky*

Roll Call Vote:

Ayes: *Bollenstin*
Goldman
Leonard
Ruditsky

Nays: *∅*

Absent: *Torres*

Abstain: *∅*

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No.4 Jackson Township on the 10th day of March, 2016.

Philip Goldman, Clerk

3/10/16

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.4 JACKSON TOWNSHIP APPOINTING
HOLMAN FRENIA ALLISON P.C. DISTRICT AUDITORS FOR THE
YEAR 2016**

WHEREAS; the Board of Fire Commissioners is required by law to have an annual report on audit of its financial books and records prepared by a certified public accountant or registered municipal auditor; and

WHEREAS; The firm of Holman Frenia Allison, P.C. are certified public accountants and registered municipal auditors licensed to practice in the State of New Jersey and are legally qualified to perform the auditing services required by the laws of the State of New Jersey; and

WHEREAS; N.J.S.A. 40A:11-5 (1) (a) provides that a contract or agreement for professional services may be made, negotiated and awarded without public bidding or receipt of bids if the services to be provided will be provided by a member of a duly recognized and licensed profession of the State of New Jersey; and

WHEREAS; adequate moneys have heretofore been appropriated in the current or previously approved budget of the fire district to fund the contract for professional services to be awarded hereby.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.4 Jackson Township that the firm of Holman Frenia Allison, P.C. be, and the same, are hereby appointed District auditors for the year 2016.

BE IT FURTHER RESOLVED that a notice of professional contract award be published in the official newspaper of the district and that a certified true copy of this Resolution be forwarded to the auditor by the Clerk of the Board.

Moved by: *Ruditsky*

Seconded by: *Goldman*

Roll Call Vote:

Ayes: *Goldman*
Leonard
Ruditsky

Nays:

Absent: *Torres*

Abstain: *Bollentin*

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No.4 Jackson Twp. on the 10th day of March, 2016.

Theresa Goldman, Clerk

3/10/16

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.4 JACKSON TOWNSHIP APPOINTING
OLIVER S. WALLING BOARD ACCOUNTANT FOR 2016**

WHEREAS; The Board of Fire Commissioners is authorized and empowered by law to employ the services of an accountant and such other professional staff as may be required for the orderly and effective administration of the financial affairs of the fire district; and

WHEREAS; The Board is charged with the responsibility of raising and spending taxes to fund the operations of both the Jackson Mills Volunteer Fire Company and its paid staff; and

WHEREAS; It is the considered opinion of the Board that the services of a certified public accountant to aid in the preparation and administration of the District's financial accounts and records is necessary and desirable; and

WHEREAS; The Local Public Contracts Law provides that a contract for the provision of professional services may be made, negotiated and awarded without advertisement and receipt of bids; and

WHEREAS; Oliver S. Walling, III is a Certified Public Accountant licensed to practice in the State of New Jersey and is qualified to render the professional services required by the Board.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.4 Jackson Township that a contract for professional services be and the same is hereby awarded to Oliver S. Walling III for the year 2016.

BE IT FURTHER RESOLVED that a notice of professional contract award be published in the official newspaper of the Board of Fire Commissioners by the Clerk of the Board.

Moved by: Ruditsky

Seconded by: Goldman

Roll Call Vote:

Ayes: Bollerfin
Goldman
Leonard
Ruditsky

Nays: Ø

Absent : Torres

Abstain: Ø

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners Fire District No.4 Jackson Township on the 10th day of March, 2016.

Philip Goldman, Clerk

3/10/16

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.4 TOWNSHIP OF JACKSON APPOINTING
CHERYL PARKER BOOKKEEPER AND QUALIFIED PURCHASING
AGENT FOR THE YEAR 2016**

WHEREAS; The Board of Fire Commissioners has determined that it is necessary, desirable and in the public interest to employ the services of a qualified purchasing agent and bookkeeper to maintain the day to day financial books and records of the Board of Fire Commissioners and to perform such other administrative tasks as may be required; and

WHEREAS; Cheryl Parker has the required qualifications and experience to perform the duties required by the Board; and

WHEREAS; Adequate funds exist in the current or a previously approved budget of the Board of Fire Commissioners to pay the salary of a bookkeeper.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.4 Jackson Township that Cheryl Parker is hereby appointed to the position of Qualified Purchasing Agent and Bookkeeper for the Board of Fire Commissioners of Jackson Township Fire District No.4 for the year 2016.

BE IT FURTHER RESOLVED that a certified true copy of this Resolution be forwarded to Cheryl Parker by the Clerk of the Board.

Moved by: *Bollentin*

Seconded by: *Ruditsky*

Roll Call Vote:

Ayes *Bollentin*
Goldman
Leonard
Ruditsky Nays *0* Absent *Torres* Abstain *0*

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No.4 Jackson Township on the *10th* day of *March*, 2016.

Cheryl Goldman Clerk

3/10/16

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.4 JACKSON TOWNSHIP APPOINTING
JOSEPH D. YOUSSEUF, ESQ. BOARD ATTORNEY FOR 2016**

WHEREAS; The Board of Fire Commissioners is authorized by law to engage the services of an attorney to provide such legal services as may be required by the Board during the course of a year; and

WHEREAS; N.J.S.A. 40A:11-5 (1) (a) (i) provides that a contract for professional services may be negotiated and awarded without public advertising for bids and bidding therefor if the contract is for "Professional services" ; and

WHEREAS; N.J.S.A. 40A:11-2 (6) defines "Professional services" as those that are rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law, and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study; and

WHEREAS; Joseph D. Youssouf is an attorney at law admitted to practice in the State of New Jersey.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.4 Jackson Township that a contract for professional services be and the same is hereby awarded to Joseph D. Youssouf Esq. for the year 2016.

BE IT FURTHER RESOLVED that a notice of professional contract award be published in the official newspaper of the District as required by N.J.S.A. 40A:11-5 (1)(a)(i).

Moved by: *Bollentin*

Seconded by: *Ruditsky*

Roll Call Vote:

Ayes: *Bollentin* Nays: *Ø*

Absent: *Torres*

Abstain: *Ø*

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No.4 Jackson Township on the 10th day of March, 2016.

Philip Goldman, Clerk

3/10/16

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.4 TOWNSHIP OF JACKSON APPOINTING
SUSAN L. OKSEN-PEREIRA RECORDING SECRETARY TO
THE BOARD OF FIRE COMMISSIONERS FOR 2016**

WHEREAS; The Board of Fire Commissioners has determined that it is necessary, desirable and in the public interest to employ the services of a recording secretary to record, prepare and transcribe minutes of the Board's meetings and to perform such other administrative tasks as may be necessary; and

WHEREAS; Susan L. Oksen-Pereira has the requisite skills to perform the duties required of a recording secretary; and

WHEREAS; Adequate funds exist in the current or a previously approved budget of the Board of Fire Commissioners to pay the salary of a recording secretary.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.4 Jackson Township that Susan L. Oksen-Pereira be, and the same is hereby appointed to the position of Recording Secretary for the Board of Fire Commissioners Fire District No.4 Jackson Township for the year 2016.

BE IT FURTHER RESOLVED that a certified true copy of this Resolution be forwarded to Susan L. Oksen-Pereira by the Clerk of the Board.

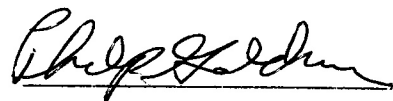
Moved by: *Bollentin*

Seconded by: *Ruditsky*

Roll Call Vote:

Bollentin
Goldman
Ayes *Leonard* Nays *Ø* Absent *Torres* Abstain *Ø*
Ruditsky

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No.4 Jackson Township on the 10th day of March, 2016.

 Clerk