

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

Minutes of Meeting Held  
March 8, 2018

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 Youssouf at 7:00 p.m. A moment of silence was observed. Commissioners Bollentin, Esposito, Goldman and Jamison were present. Commissioner Torres was absent.

**Swearing In of Newly Elected** - Board Attorney Youssouf administered the oath of office to newly elected Fire Commissioners Bollentin, Esposito and Goldman,

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

*2018 Election of Officers:* Commissioner Jamison motioned to nominate Jack Bollentin as CHAIRMAN, seconded by Commissioner Goldman. Motion passed by unanimous consent. Commissioner Jamison motioned to nominate Ken Esposito as VICE CHAIRMAN, seconded by Commissioner Bollentin. Motion passed by unanimous consent. Commissioner Jamison motioned to nominate Phil Goldman as CLERK, seconded by Commissioner Bollentin. Motion passed by unanimous consent. Commissioner Goldman motioned to nominate Wally Jamison as TREASURER, seconded by Commissioner Esposito. Motion passed by unanimous consent. Commissioner Bollentin motioned to nominate: Ray Torres as COMMISSIONER-AT-LARGE, seconded by Commissioner Goldman. Motion passed by unanimous consent.

*2018 Meeting Dates:* Board Attorney Youssouf presented a Resolution for Scheduling Meeting Dates for the Year 2018 (April 12, May 10, June 14, July 12, August 9, September 13, October 11, November 8, December 13, January 10, 2019, February 14, 2019 and March 14, 2019– which shall serve as the annual reorganization meeting of the Board). Commissioner Jamison motioned to accept the Resolution as presented, seconded by Commissioner Esposito. Motion passed by unanimous consent. (A copy of the Resolution is attached and incorporated herein by reference.)

*2018 Official Newspapers:* Commissioner Bollentin motioned to accept the Resolution of the Board of Fire Commissioners of Fire District No. 4 Jackson Township Designating Official Newspaper for 2018 (which names the Asbury Park Press and the Newark Star Ledger) as presented by Attorney Youssouf, seconded by Commissioner Esposito. Motion passed by unanimous consent. (A copy of the Resolution is attached and incorporated herein by reference.)

*2018 Designation of Official Depositories:* Commissioner Jamison 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 2018 (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 Youssouf, seconded by Commissioner Esposito. Motion passed by unanimous consent. (A copy of the Resolution is attached and incorporated herein by reference.)

*2018 Appointment of District Auditors:* Commissioner Jamison motioned to accept the Resolution of the Board of Fire District No. 4 Jackson Township appointing Holman & Frenia P.C. District Auditors for 2018, presented by Attorney Youssouf, 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.)

*2018 Appointment of Board Accountant:* Commissioner Jamison motioned to accept the Resolution of the Board of Fire District No. 4 Jackson Township appointing Oliver S. Walling Board Accountant for the Year 2018, presented by Attorney Youssouf, seconded by Commissioner Goldman. Resolution passed by unanimous consent. (A copy of the Resolution is attached and incorporated herein by reference.)

*2018 Appointment of Bookkeeper & Qualified Purchasing Agent:* Commissioner Goldman 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 2018, presented by Attorney Youssouf, seconded by Commissioner Jamison. Resolution passed by unanimous consent. (A copy of the Resolution is attached and incorporated herein by reference.)

*2018 Appointment of Recording Secretary:* Commissioner Jamison motioned to accept the Resolution of the Board of Fire District No. 4 Jackson Township appointing Susan L. Oksen-Pereira recording secretary for the Year 2018, presented by Attorney Youssouf, seconded by Commissioner Goldman. Resolution passed by unanimous consent. (A copy of the Resolution is attached and incorporated herein by reference.)

*2018 Appointment of Board Attorney:* Commissioner Jamison motioned to accept the Resolution of the Board of Fire District No. 4 Jackson Township Appointing Joseph D. Youssouf, Esq., Board Attorney for the Year 2018, presented by Attorney Youssouf, seconded by Commissioner Goldman. Resolution passed by unanimous consent. (A copy of the Resolution is attached and incorporated herein by reference.)

At that time, Board Attorney Youssouf relinquished the position as Chair and turned the meeting over to Chairman Bollentin.

**Legal Report** – Board Attorney Youssouf distributed to the Board a copy of a Resolution authorizing the sale of personal property pursuant to N.J.S.A.40A:11-36 – 2001 Chevrolet Blazer (Unit 54-04) motor vehicle. This resolution was adopted as a Resolution – in-Title at the February 22 2018 special meeting. Copy to be attached to the February 22 2018 special meeting minutes.

**Minutes:** Commissioner Goldman motioned to approve the minutes of the February 8, 2018 General meeting with one correction (Page 2, Correspondence: corrected version to read: Letter received from a Jackson Twp. Police Officer requesting....) seconded by Commissioner Esposito. Motion passed by unanimous consent.

**Treasure's Report:** was read by Commissioner Jamison. The report and bill list (a copy of which is attached and incorporated herein by reference) as of March 8, 2018 were read. Discussion: it was decided that the \$450 payment to Jack Purvis to be tabled pending approval of Chairman Bollentin. Shoreline is to hang up permits. Commissioner Esposito motioned to accept the Treasurer's Report as read and pay the bills (except to hold \$450 payment to Purvis per Chairman Bollentin's approval), seconded by Commissioner Goldman. Motion passed by unanimous consent.

**Truck & Building/Career Report** – was read by Commissioner Goldman (a copy of which is attached and incorporated herein by reference). Fencing: Captain Reynolds reported that all fence posts are in cement. Recommendation was to replace fence at Station #2 and repair fence at Station #1. Engine #5401 – issues with plug reviewed.

**Chief's Report** – read by Chief O'Brien (a copy of which is attached and incorporated herein by reference). Information on classes presented to the Board (webinar). Discussion. Course is recognized through FEMA. Cost is \$500 for the webinar. Commissioner Jamison motioned to approve the webinar course at a cost of \$500, seconded by Commissioner Esposito. Motion passed by unanimous consent. Chief showed a thermal camera flashlight that he is asking to purchase (\$625 is approximate cost). It charges in a USB port. Device is on loan to the district for a week. Fire Company to use for a week and then make recommendations to the Board at the next meeting. Pick up truck to be a two and a half door vehicle. Vehicle's primary use will be as a utility vehicle. Chairman Bollentin told them to move forward with the school requests – there is approximately \$20,000 in the Chief's training budget.

**President's Report** - Steven Porth, Administrative Secretary for the fire company, reviewed President Chris Locklear's written report with the Board. Coleman Richards has completed the necessary requirements/background checks. He has been accepted as a probationary member of the fire company. He will be getting geared up. Matthew Scatigna – Fire Company received an application from him for membership. His medical is pending. Commissioner Goldman said he was in favor of letting the company move forward with this potential member, but requested that Scatigna come to the April Board meeting to be introduced to the Board. Jason Zimmerman's request to use the hall has

been rescinded and thanked all for their consideration. Robert Booth has requested use of the hall on August 5, 2018 for a family event. Financial report by the company is available upon request.

**Fire Bureau** – Report (a copy of which is attached and incorporated herein by reference) was read by Commissioner Goldman. FO Burmeister was absent due to being away for training.

**Work Orders** – There is only one open work order. Roof leak by bay and front door. Lt. Leonard to update the Board on roof guarantee. All others have been taken care of.

**Old Business and Correspondence/Pending** – None

**Old Business:** None.

**New Business:**

**Board Assignments:** Commissioner Bollentin announced the following committee assignments for the commissioners:

Building and Grounds: Esposito & Bollentin.

Personnel: Jamison

Trucks & Equipment: Goldman & Torres

Work Orders to be submitted to the appropriate commissioner. They are to be the contact point for each area.

Upgrade computer system: Commissioner Jamison raised the topic. Trask will work on upgrading the system. **I AM RESPONDING** – Contract expires 4/16/18. Trask will have information for the board within a few weeks. Ten (10) fire company members are trying **ACTIVE 911**. Trask reported that Station #2 needs networking cables. Need to be terminated to a certain spot. Trask recommends 2 or 3 boxes to accommodate what's necessary. Commissioner Jamison motioned to authorize up to two thousand dollars to purchase wires, boxes, etc. to do the wiring, seconded by Commissioner Goldman. Motion passed by unanimous consent. Board to advise where they want the boxes to be installed.

**Mail/Correspondence:** Kiwanis are honoring Mike Basso as JTPD officer of the year at an upcoming dinner. Basso is also a member of the fire company. After discussion, Commissioner Jamison motioned to purchase a full-page ad in the program booklet to congratulate Mike Basso on his accomplishment, seconded by Commissioner Esposito. Motion passed by unanimous consent.

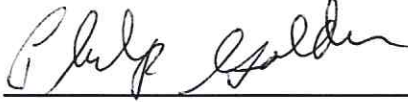
FDIC conference in Indianapolis: Commissioner Jamison motioned to approved sending two members of the fire company and one member of the career staff, seconded by Commissioner Esposito. Motion passed by unanimous consent.

Tabled item from last month: Request for use of the hall – the fire company turned the request down. Board must turn down request also.

**Executive Session:** No request for an Executive Session.

**Public Session:** No comments received during the Public Session.

**Adjournment:** With no other business to come before the Board, Commissioner Goldman motioned to accept the Resolution to adjourn the meeting, seconded by Commissioner Esposito. Motion passed by unanimous consent. Meeting adjourned at 8:17 p.m.

  
\_\_\_\_\_, Clerk

3/8/18

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO.4 JACKSON TOWNSHIP SCHEDULING  
MEETING DATES FOR THE YEAR 2018**

**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 with workshop sessions commencing at 6:30 p.m. and public sessions commencing at 7:00 p.m. at the Jackson Mills Volunteer Fire Company firehouse 465 West County Line Road, Jackson, New Jersey.

**BE IT FURTHER RESOLVED** that the regular monthly meetings and workshop meetings of the Board are hereby scheduled for the following dates: April 12, May 10, June 14, July 12, August 9, September 13, October 11, November 8, December 13, January 10, February 14, and March 14, 2019, 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: Jamison

Seconded by: Esposito

Roll Call Vote:

Ayes: Bollenstin  
Esposito  
Goldman  
Jamison

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 8<sup>th</sup> day of March, 2018.

 , Clerk

3/8/18

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF  
FIRE DISTRICT NO.4 JACKSON TOWNSHIP DESIGNATING  
OFFICIAL DEPOSITORIES OF FIRE DISTRICT FUNDS FOR 2018**

**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

**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 2018.

**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:

Jamison

Seconded by:

Esposito

Roll Call Vote:

Ayes:

Bellerentin  
Esposito  
Goldman  
Jamison

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 8<sup>th</sup> day of March 2018.

 Clerk

3/8/18

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO.4 JACKSON TOWNSHIP DESIGNATING  
OFFICIAL NEWSPAPERS FOR THE YEAR 2018**

**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 2018.

Moved by: *Bollentin*

Seconded by: *Esposito*

Roll Call Vote:

Ayes: *Bollentin*  
*Esposito*  
*Jamison*  
*Goldman*

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 \_\_\_\_ day of \_\_\_\_\_, 2018.

*Philip Goldman*, Clerk



3/8/18

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO.4 JACKSON TOWNSHIP APPOINTING  
HOLMAN FRENIA ALLISON P.C. DISTRICT AUDITORS FOR THE  
YEAR 2018**

**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 2018.

**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: Jamison

Seconded by: Goldman

Roll Call Vote:

Ayes: ~~Bolt~~  
Goldman  
Jamison  
Esposito

Nays:

Absent: Torre

Abstain: Goldman

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 8<sup>th</sup> day of March, 2018.

Phil Goldman, Clerk

3/8/18

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO.4 JACKSON TOWNSHIP APPOINTING  
OLIVER S. WALLING BOARD ACCOUNTANT FOR 2018**

**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 2018.

**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: Jamison

Seconded by: Goldman

Roll Call Vote:

Ayes: Goldman  
Jamison  
Esposito  
Bojlenio

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 8<sup>th</sup> day of March, 2018.

 \_\_\_\_\_, Clerk

3/8/18

**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 2018**

**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 2018.

**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: Goldman

Seconded by: Jamison

Roll Call Vote:

Ayes	Bollentin	Nays	Ø	Absent	Torres	Abstain	Ø
	Esposito						
	Goldman						
	Jamison						

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 8<sup>th</sup> day of March, 2018.

 Clerk

3/8/18

**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 2018**

**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 2018.

**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: Jamison

Seconded by: Goldman

Roll Call Vote:

Ayes: Ballentin  
Esposito  
Goldman  
Jamison

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 8<sup>th</sup> day of March, 2018.

Philip Golden, Clerk

3/8/18

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO.4 JACKSON TOWNSHIP APPOINTING  
JOSEPH D. YOUSOUF, ESQ. BOARD ATTORNEY FOR 2018**

**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 2018.

**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: Jamison

Seconded by: Goldman

Roll Call Vote:


Ayes: Bollentin  
Esposito  
Goldman  
Jamison

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 8<sup>th</sup> day of March, 2018.

, Clerk

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

**March 8, 2018  
Meeting Time 7:00PM**

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Meeting called to order 7:00PM  
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 Yellow Folder

Open to Public  
Meeting Adjourned

Old Business-Correspondence/Pending

New Business

Mail Correspondence  
Per Yellow folder

1:31 PM  
03/08/18  
Accrual Basis

Board of Fire Commissioners  
**Cash Balances**  
As of March 8, 2018

	Mar 8, 18	
	<u>Debit</u>	<u>Credit</u>
1009 · Shore Community Operating	983,011.84	
1011 · Shore Community Payroll	40,748.82	
1012 · Shore Community Fire Bureau	33,195.48	
1016 · Shore Comm-CD-Future Cap 0721	307,941.10	
1018 · Shore Comm-CD-Future Cap 0795	250,404.84	
1019 · Shore Comm-CD Future Cap 0872	429,307.11	
1021 · Shore Comm-CD Future Cap 0877	183,052.26	
<b>TOTAL</b>	<b><u>2,227,661.45</u></b>	<b><u>0.00</u></b>

1:31 PM

03/08/18

Accrual Basis

Board of Fire Commissioners

Treasurer Report

As of March 8, 2018

Type	Date	Num	Name	Debit	Credit
<b>1009 · Shore Community Operating</b>					
Bill Pmt -...	03/08/2018	4846	Advanced Auto Parts		43.97
Bill Pmt -...	03/08/2018	4847	AMTRUST NORTH AMERICA		46,697.00
Bill Pmt -...	03/08/2018	4848	B Safe, Inc.		150.00
Bill Pmt -...	03/08/2018	4849	Blaze Emergency Equipment LLC		2,687.05
Bill Pmt -...	03/08/2018	4850	East Coast Flag & Flagpole, Inc.		115.00
Bill Pmt -...	03/08/2018	4851	Firewalls.com Inc.		943.00
Bill Pmt -...	03/08/2018	4852	GPANJ		395.00
Bill Pmt -...	03/08/2018	4853	Holman & Frenia, PC		5,500.00
Bill Pmt -...	03/08/2018	4854	Holmes and McDowell		11,717.60
Bill Pmt -...	03/08/2018	4855	Jack A. Purvis		450.00
Bill Pmt -...	03/08/2018	4856	Jackson Twp MUA		16,273.50
Bill Pmt -...	03/08/2018	4857	JCP&L		1,227.45
Bill Pmt -...	03/08/2018	4858	MES		461.60
Bill Pmt -...	03/08/2018	4859	Middlesex County Fire Academy		524.00
Bill Pmt -...	03/08/2018	4860	Mike Lubertazzi		91.00
Bill Pmt -...	03/08/2018	4861	Motorola		6,800.00
Bill Pmt -...	03/08/2018	4862	NJNG		917.33
Bill Pmt -...	03/08/2018	4863	Optimum		384.38
Bill Pmt -...	03/08/2018	4864	Staples Credit Plan		330.87
Bill Pmt -...	03/08/2018	4865	The King Company		419.00
Bill Pmt -...	03/08/2018	4866	Verizon Wireless		188.80
Bill Pmt -...	03/08/2018	4867	Waste Management		325.59
Bill Pmt -...	03/08/2018	4868	GPANJ		100.00
Bill Pmt -...	03/08/2018	4869	Verizon Wireless		136.23
Bill Pmt -...	03/08/2018	4870	Action Uniform Co.		971.00
Bill Pmt -...	03/08/2018	4871	Susan L Oksen-Pereira		425.00
Total 1009 · Shore Community Operating				0.00	98,274.37
<b>TOTAL</b>				<b>0.00</b>	<b>98,274.37</b>



**Board of Fire Commissioners**  
**Profit & Loss Budget vs. Actual**  
**January 1 through March 8, 2018**

	Jan 1 - Mar 8, 18	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4010 · Amount To Be Raised By Taxation	0.00	1,576,140.00	(1,576,140.00)
4020 · Supplemental Fire Services Act	0.00	3,257.00	(3,257.00)
4200 · Interest Income	109.66	500.00	(390.34)
4750 · Bureau of Fire Prevention Incm	0.00	35,000.00	(35,000.00)
4800 · Other Income	137.30	0.00	137.30
4920 · Unreserved Fund Balance	0.00	143,000.00	(143,000.00)
<b>Total Income</b>	<u>246.96</u>	<u>1,757,897.00</u>	<u>(1,757,650.04)</u>
<b>Gross Profit</b>	246.96	1,757,897.00	(1,757,650.04)
<b>Expense</b>			
5110 · Salaries - Commissioners	0.00	20,000.00	(20,000.00)
5120 · Salaries - Secretary	675.00	2,800.00	(2,125.00)
5210 · Elections	200.00	1,500.00	(1,300.00)
5220 · Office Expense	1,470.92	10,500.00	(9,029.08)
5230 · Professional Services	15,857.50	110,000.00	(94,142.50)
5260 · Bond Agent	0.00	1,500.00	(1,500.00)
5290 · Contingent Expenses	0.00	2,000.00	(2,000.00)
6110 · Salaries & Wages - Fire Lt.	12,578.40	111,212.00	(98,633.60)
6120 · Salaries - Full Time Fire	40,826.40	347,368.00	(306,541.60)
6125 · Clothing Allowance	1,044.00	7,500.00	(6,456.00)
6130 · Salaries - Fire Official	120.00	25,000.00	(24,880.00)
6140 · Salaries - Firefighter Overtime	7,708.77	35,000.00	(27,291.23)
6180 · Payroll Taxes	(1,699.29)	52,606.00	(54,305.29)
6185 · Employer Pension Contribution	0.00	96,532.00	(96,532.00)
6190 · Fringe Benefits	7,377.78	103,729.00	(96,351.22)
6210 · Insurance	66,742.60	120,000.00	(53,257.40)
6220 · Advertising	364.63	2,000.00	(1,635.37)
6310 · Maintenance & Repairs	11,362.83	110,000.00	(98,637.17)
6410 · Supplies	2,566.08	25,000.00	(22,433.92)
6415 · Fire Prevention	0.00	5,000.00	(5,000.00)
6510 · Utilities	8,421.31	70,000.00	(61,578.69)
6513 · Fire Service Agreement	25,000.00	50,000.00	(25,000.00)
6515 · Hydrant Rent	16,065.00	65,000.00	(48,935.00)
6610 · Misc. Firefighter Expenses	4,356.90	30,000.00	(25,643.10)
6611 · Training	5,489.00	20,000.00	(14,511.00)
6615 · Gear - Fire Company	2,116.00	20,000.00	(17,884.00)
6625 · Joint District Expenses	0.00	5,000.00	(5,000.00)
6630 · Building Renovations	0.00	6,150.00	(6,150.00)
6635 · Equipment-Non-Bondable	30,994.00	50,000.00	(19,006.00)
6640 · SCBA	461.60	40,000.00	(39,538.40)
6650 · Emergency/First Aid Equipment	0.00	5,000.00	(5,000.00)
6655 · Replacement Equipment	0.00	40,000.00	(40,000.00)
6670 · Vehicle Equip-Radios/Pagers	0.00	30,000.00	(30,000.00)
6675 · UFSA	345.00	7,500.00	(7,155.00)
6910 · LOSAP	0.00	50,000.00	(50,000.00)
8030 · Chief Truck	0.00	80,000.00	(80,000.00)
<b>Total Expense</b>	<u>260,444.43</u>	<u>1,757,897.00</u>	<u>(1,497,452.57)</u>
<b>Net Ordinary Income</b>	<u>(260,197.47)</u>	<u>0.00</u>	<u>(260,197.47)</u>
<b>Net Income</b>	<u>(260,197.47)</u>	<u>0.00</u>	<u>(260,197.47)</u>

Board of Fire Commissioners Career Department  
March 8, 2018

**FIRE & EMS Calls**

- Year to Date – Career Dept. Runs
  - Fire Calls – 49
  - EMS Calls – 86

**Building Report**

- General housekeeping, minor repairs, weekly cleaning was conducted at both stations.
- Trailer at station 2 is clean and in working order.
- Cascade System door was adjusted and repaired
- All insurance company deficiencies are in the process of being corrected for station 1
- New flag light was installed, and the bay lights were replaced at station 1.

**Trucks**

**Chief 5400 & 5410**

- Scheduled for a recall repair at Chevy. New Fan motor needs to be installed.

**Engine 5411 & 5407**

- Needs new rear tires, will have prices for next meeting.

**Engine 5401**

- Auto disconnect replaced Blaze Fire Equipment.

**Engine 5417**

- Spare Cutter was found to have a hydraulic leak. New parts are on order.

**5404**

- Sale on Gov Deals is in progress

Board of Fire Commissioners Career Department  
March 8, 2018

**Special Details / Projects / Notifications**

- Marrero and Porth currently in Fire Inspector school on Monday & Wednesday nights.
- Fire Official Burmeister is attending I.A.A.I. Fire Investigator Training in Atlantic City.
- Rich Leonard is in Basic Fire Investigator class in Sea Girt.
- ALL staff in progress of completing their annual SCBA Fit Testing and Mask Confidence Drill.

*Captain. Mark Reynolds*



# JACKSON MILLS VOLUNTEER FIRE COMPANY NO. 1

## STATION 54

465-B North County Line Road  
Jackson, NJ 08527 • 732-833-2981



## Chief's Report

3/8/2018

**Fire Calls:** 120 to date

**Drill:** Live Burn scheduled at Toms River Fire Academy and 5420 is working on completing everyone's Yearly Fit Testing.

**Members in School:** Shane O'Brien is currently in Fire Inspector Class and is scheduled for ICS 400 at Middlesex County Fire Academy.

John Fiore and Victor Aquilar still in Firefighter One at Monmouth County Fire Academy.

Jeff Ernst and Patrick McCloskey are still in EMT Training at Jersey Shore Medical Center.

**Trucks:** Champion Extrication Cutter is of service from unit 5417. Parts are on order.

Ladder 5405 will be out of town on 3/10/2018 assisting Monmouth County Fire Academy Firefighter One Class. We currently have two students attending the class.

Respectfully Submitted

A handwritten signature in black ink, appearing to read 'Stanley O'Brien Jr.', written in a cursive style.

Chief Stanley O'Brien Jr.