

# BOARD OF FIRE COMMISSIONERS TOWNSHIP OF OCEAN FIRE DISTRICT NO. 1

SPECIAL MEETING Minutes- Open Portion  
November 18, 2013

## **CALL TO ORDER:**

The Special Meeting of the Board of Fire Commissioners, Township of Ocean, Fire District #1, is called to order at 6:04 pm.

**Nelson** - This meeting is being held in compliance with the "Open Public Meetings Act". Public Notice of this meeting was hand delivered to the Clerk of the Township of Ocean and posted at the Oakhurst Firehouse on November 13, 2013, and advertised in The Coaster on November 7, 2013.

## **ATTENDANCE:**

The following Board members were present: James Hiers, Scott Nelson, Russell Williams and Stu Newman. Tom Reu is out of town on business. The Fire District Administrator was also present.

## **BUSINESS:**

**Nelson** - the open part of the meeting is to discuss the 2014 Budget. Our accountant, Oliver Walling will be available by telephone to answer any of our questions if needed. After the discussion on the 2014 budget, we will go into closed session to discuss personnel and legal issues.

FDA – Work sheets of the 2014 were handed out to the Board members at the last work session for their review, to give them a rough view for the upcoming budget. At tonight's meeting, a 2014 budget summary, which was prepared by Oliver Walling, the Board's accountant, was also distributed to the Board members. The summary is attached to these minutes. The summary showed the 2014 budget increased slightly over last year's budget, by \$83,219. After a thorough review and questions asked, the Board made some minor adjustments which the FDA will give to the accountant for the update. The accountant will have the 2014 budget ready for the November 25, 2013 meeting for introduction.

The open part of the special meeting adjourned 6:40 pm. The Board then went into closed session to discuss personnel and legal matters.

Respectfully Submitted,



J. David Hiers

Fire District Administrator

**Ocean Township Fire District # 1 (Monmouth)  
2014 Budget Summary**

<b>OPERATING APPROPRIATIONS</b>	<b>2014</b>	<b>2013</b>
Total Paid Positions	\$ 447,326	\$ 382,825
Employee Benefits	289,873	262,341
Elections	1,300	1,400
Memberships & Subscriptions	7,250	4,500
Office Expenses	42,500	34,500
Professional Fees	45,500	45,700
Travel Expense	20,000	16,000
Advertising	1,500	2,000
Insurance	50,000	55,400
Maintenance & Repairs	257,500	263,000
Memberships/Dues	4,000	2,000
Professional Fees - District Doctor	5,000	5,000
Rental Charges - Fire Hydrants	175,000	170,000
Materials & Supplies	51,000	53,500
Training & Education	14,000	14,500
Travel Expense	17,000	17,000
Utilities	66,000	72,000
Permits, Licenses, Fees & Registration	1,500	1,500
Outside Services	49,300	46,000
Promotions	7,000	6,500
Reimbursement of Expenses	25,500	25,500
Uniforms/Personal Equipment	33,500	28,500
Other Expenses Offset by Revenue	0	3,500
Nonbondable Assets	204,437	160,101
First Aid/Rescue Squad	105,500	105,000
<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>1,921,486</b>	<b>1,778,267</b>
<b>CAPITAL APPROPRIATIONS</b>		
Capital Outlay	230,000	290,000
Debt Service	0	0
<b>TOTAL CAPITAL APPROPRIATIONS</b>	<b>230,000</b>	<b>290,000</b>
<b>TOTAL BUDGET APPROPRIATIONS</b>	<b>\$ 2,151,486</b>	<b>\$ 2,068,267</b>

## REVENUES

Fund Balance Utilized	\$396,000	\$206,000
Basic Entitlement Grant	6,101	6,101
Interest on Investments and Deposits	1,500	3,500
Sale of Assets	0	0
Bureau of Fire Prevention	94,035	95,435
Other Revenue	81,000	225,600
Amount to be Raised by Taxation	<u>1,572,850</u>	<u>1,531,631</u>
TOTAL REVENUES	<u>\$ 2,151,486</u>	<u>\$ 2,068,267</u>