

**BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO. 1**

Township of Ocean  
72 Larkin Place  
Oakhurst, NJ 07755



**Meeting Agenda**

Monday, February 13, 2023

6:30 pm

Board Conference Room

**Board of Fire Commissioners**

*President Thomas Reu  
Commissioner Russell Williams-Not Present  
Commissioner Stuart Newman  
Commissioner John Morrow-Not Present  
Commissioner Andrew Beringer*

**WORKSHOP MEETING**  
**BOARD OF FIRE COMMISSIONERS FIRE DISTRICT #1**  
**TOWNSHIP OF OCEAN**  
**(6:30)**

**STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT.**

The notice requirements of the Open Public Meetings Act for this meeting have been satisfied; a copy of the Meeting Dates and Times were sent to the Asbury Park Press and The Coaster, posted in Town Hall, and filed in the office of the Municipal Clerk on October 31, 2022.

**ITEMS FOR DISCUSSION:**

- Modem for Sta. 2 sign
- QPA Mtg. with Dave Brown to prepare for our capital project
- Selling / Donating (old) 50
- JIF Risk Manager – New
- Mtg. with our professionals to review accounting procedures for EMS
- Confined Space Team – Sewer Auth.
- Hazmat containment supplies
- IAAI Conference – AC

**Closed session:**

Resolution 2023-02-01

**Authorizing Executive Session**

**WHEREAS**, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the Public from a meeting in certain circumstances; and

**WHEREAS**, this public body is of the opinion that such circumstances presently exist;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Fire Commissioners of Fire

District 1 of the Township of Ocean, County of Monmouth, as follows:

- Employee contacts
  - Steps / Years
- Employee Evaluations
- Attorney review of procedures

Second by Newman. There were no questions. The roll call vote of yes was unanimous in favor of the resolution.

**AGENDA**  
**BOARD OF FIRE COMMISSIONERS FIRE DISTRICT #1**  
**TOWNSHIP OF OCEAN**  
**(7:30 pm)**

The notice requirements of the Open Public Meetings Act for this meeting have been satisfied; a copy of the Meeting Dates and Times were sent to the Asbury Park Press and The Coaster, posted in Town Hall, and filed in the office of the Municipal Clerk on October 31, 2022.

After a salute to the flag, a moment of silence was observed.

**ATTENDANCE:**

The following Board members were present: Tom Reu, Russ Williams, John Morrow, and Stu Newman. Fire District Administrator / Fire Marshal Craig Flannigan, District Mechanic Chris Sorrentino, and Fire Department Officers. Commissioner Beringer was not present.

**CORRESPONDENCE:**

None

**EXPENSES:**

**Newman** - The Bills were reviewed by the Commissioners and found acceptable. Copies of the bill list are on the table for anyone to review.

RESOLUTION 2023-02-02  
**APPROVING THE PAYMENT OF THE BILLS TOTALING \$84,283.05**

Second by Beringer. There were no questions. The roll call vote of yes was unanimous in favor of the resolution.

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**OLD BUSINESS:**

**NEW BUSINESS:**

**Beringer** - The District Mechanic has provided the Board with two quotes to complete the annual lawn fertilizer applications. The lowest responsible bidder was TruGreen Commercial at the cost of \$1,231.11

RESOLUTION 2023-02-03  
**APPROVING TRUGREEN COMMERCIAL TO COMPLETE THE ANNUAL LAWN  
FERTILIZER APPLICATIONS FOR 2023 AT A COST OF \$1,231.11.**

Second by Newman. There were no questions. The roll call vote of yes was unanimous in favor of the resolution.

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**Newman:** The Board has decided to authorize the sale of District property. The sale will be conducted through the online auction website govdeals.com. The auction opens on February 14, 2023, and closes on February 24, 2023.

Resolution 2023-02-04  
**AUTHORIZING DISPOSAL OF SURPLUS PROPERTY  
THE SALE OF THE SURPLUS PROPERTY SHALL BE CONDUCTED THROUGH  
GOVDEALS PURSUANT TO LOCAL FINANCE NOTICE (LFN) 2012-10.  
(SOURCEWELL ID #221954)**

The surplus property being sold is:

- 2004 Chevrolet Tahoe, Red
- Training Smoke Machines
  - Waterproof TV

Second by Beringer. There were no questions. The roll call vote of yes was unanimous in favor of the resolution.

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**Beringer:** The Board will appoint Steve Walsh of The Barclay Group as its Risk Management Consultant in accordance with the JIF Fund's Bylaws.

Resolution 2023-02-05  
**APPOINTING STEVE WALSH OF THE BARCLAY GROUP AS THE DISTRICT'S  
RISK MANAGEMENT CONSULTANT.**

Second by Newman. There were no questions. The roll call vote of yes was unanimous in favor of the resolution.

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**Newman:** The District Mechanic has provided the Board with two quotes to install a 4G modem in the digital sign at Station 2. The lowest responsible bidder was Yesco Signs at the cost of \$2,423.00.

Resolution 2023-02-06

**APPROVING THE PURCHASE OF ONE 4G MODEM FOR THE DIGITAL SIGN  
FROM YESCO SIGNS FOR \$2,423.00.**

Second by Beringer. There were no questions. The roll call vote of yes was unanimous in favor of the resolution.

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**Beringer -** The District Mechanic has provided the Board with two quotes to complete the annual SCBA Testing for 2023. The lowest responsible bidder is Municipal Emergency Service for \$1,208.00.

Resolution 2023-02-07

**A RESOLUTION APPROVING MUNICIPAL EMERGENCY SERVICE TO  
COMPLETE THE ANNUAL SCBA TESTING FOR 2023.**

Second by Newman. There were no questions. The roll call vote of yes was unanimous in favor of the resolution.

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**Newman:** The 2021 Audit has been delayed by the State of New Jersey and is now ready to be approved by the Board.

Resolution 2023-02-08

**APPROVING THE FIRE DISTRICT'S 2021 AUDIT.**

Second by Beringer. There were no questions. The roll call vote of yes was unanimous in favor of the resolution.

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**DISTRICT NO. 1 ORGANIZATION'S REPORTS:**

Fire Chief S. Donohue: NR

1<sup>st</sup> Asst. Chief T. Caruso: NR

2nd Asst. Chief C. Sorrentino: Thanked Stu Newman for leading the yearly training this year.

Captain: J. Shamosh: NP

1<sup>st</sup> Lt.: Vacant

2<sup>nd</sup> Lt.: P. Mannion: NR

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**Fire Marshal C. Flannigan:** NR

**EMS Operations:** NR

**District Mechanic:** Read Report

**Public Comments:** None

**Adjournment:** 8:05 pm

RESOLUTION 2023-02-03  
**RESOLUTION AWARDDING TRUGREEN COMMERCIAL TO COMPLETE THE ANNUAL LAWN FERTILIZER APPLICATIONS FOR 2023.**

**WHEREAS,** The District Mechanic has provided the Board with two quotes to complete the annual fertilizer applications for 2023. The lowest responsible bidder was TruGreen Commercial at the cost of \$1,231.11

TruGreen Lawn Commercial:         \$1,231.11  
Lawn Doctor:                         \$2,039.50

**NOW, THEREFORE BE IT RESOLVED,** Beringer offered a motion approving TruGreen Commercial to complete the fertilizer applications for 2023 t the cost of \$1,231.11.

Moved by: Beringer

Second by: Newman

Roll Call Vote:

	Ayes:	Nays:	Absent:	Abstain:
Reu	XXX			
Williams:			XXX	
Newman:	XXX			
Morrow:			XXX	
Beringer:	XXX			

**I certify it to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No. 1 Ocean Township on February 13, 2023.**

**Craig Flannigan,**  
*Craig Flannigan*  
**Fire District Administrator**

RESOLUTION 2023-02-04  
AUTHORIZING DISPOSAL OF SURPLUS PROPERTY

WHEREAS, the Fire District #1, Township of Ocean, Monmouth County, is the owner of a certain surplus property which is no longer needed for public use; and

WHEREAS, the Commissioners are desirous of selling said surplus property in an "as is" condition without express or implied warranties.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 1 in the Township of Ocean, County of Monmouth, as follows:

- (1) The sale of the surplus property shall be conducted through GovDeals pursuant to Local Finance Notice (LFN) 2012-10. (Sourcewell ID #221954)
- (2) The sale will be conducted online, and the address of the auction site is govdeals.com.
- (4) The surplus property to be sold is as follows:

2004 Chevrolet Tahoe - Red  
VIN #1GNEK13Z74J240363  
Odometer reading: 186,659

Two Training Smoke Machines

One Waterproof TV

- (5) The surplus properties as identified shall be sold in an "as-is" condition without express or implied warranties, with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning the use of the said surplus property.
- (6) The Fire District reserves the right to accept or reject any bid submitted.

Moved by: Newman

Second by: Beringer

Roll Call Vote:

	Ayes:	Nays:	Absent:	Abstain:
Reu	XXX			
Williams:			XXX	
Newman:	XXX			
Morrow:			XXX	
Beringer:	XXX			

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Craig Flannigan,  
*Craig Flannigan*  
Fire District Administrator



RESOLUTION 2023-02-05  
RISK MANAGEMENT CONSULTANT

**WHEREAS**, the Fire District #1, Township of Ocean, Monmouth County, has resolved to join the First Responder Joint Insurance Fund ("FIRST") following a detailed analysis; and

**WHEREAS**, the Bylaws of FIRST require that each entity designate a Risk Management Consultant to perform various professional services as detailed in the Bylaws and Risk Management Plan; and

**WHEREAS**, the Bylaws indicate that FIRST shall pay each Risk Management Consultant a fee to be established annually by the Executive Committee;

**NOW THEREFORE, BE IT RESOLVED** that the Fire District #1, Township of Ocean, Monmouth County, does hereby appoint Steve Walsh of The Barclay Group as its Risk Management Consultant in accordance with the Fund's Bylaws.

Moved by: Beringer

Second by: Newman

Roll Call Vote:

	Ayes:	Nays:	Absent:	Abstain:
Reu	XXX			
Williams:			XXX	
Newman:	XXX			
Morrow:			XXX	
Beringer:	XXX			

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**Craig Flannigan,**  
*Craig Flannigan*  
**Fire District Administrator**

RESOLUTION 2023-02-06  
**APPROVING THE PURCHASE OF ONE 4G MODEM FOR THE DIGITAL SIGN  
FROM YESCO SIGNS FOR \$2,423.00.**

**WHEREAS**, The District Mechanic has provided the Board with two quotes to replace the modem for the digital sign at Station 2. The lowest responsible bidder was YESCO Signs at the cost of \$2,423.00

YESCO: \$2,423.00  
Forman Sign Co.: \$3,590.00

**NOW, THEREFORE BE IT RESOLVED**, Newman offered a motion to approve purchasing a modem from YESCO for \$2,423.00.

Moved by: Newman

Second by: Beringer

Roll Call Vote:

	Ayes:	Nays:	Absent:	Abstain:
Reu	XXX			
Williams:			XXX	
Newman:	XXX			
Morrow:			XXX	
Beringer:	XXX			

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**Craig Flannigan,**  
*Craig Flannigan*  
**Fire District Administrator**

RESOLUTION 2023-02-07  
**A RESOLUTION APPROVING MUNICIPAL EMERGENCY SERVICE TO  
COMPLETE THE ANNUAL SCBA TESTING FOR 2021.**

**WHEREAS;** The District Mechanic has provided the Board with two quotes to complete the annual SCBA testing for 2023. The lowest responsible bidder was Municipal Emergency Service for \$1,208.00.

Fire Fighter 1 for \$1,220.00  
MES (Municipal Emergency Services) for \$1,208.00

**NOW, THEREFORE BE IT RESOLVED,** Beringer offered a motion to accept the quote from Municipal Emergency Services for \$1,208.00

Moved by: Beringer

Second by: Newman

Roll Call Vote:

	Ayes:	Nays:	Absent:	Abstain:
Reu	XXX			
Williams:			XXX	
Newman:	XXX			
Morrow:			XXX	
Beringer:	XXX			

**I certify it to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No. 1 Ocean Township on February 13, 2023.**

**Craig Flannigan,**  
*Craig Flannigan*  
**Fire District Administrator**

RESOLUTION 2023-02-08  
**BOARD OF FIRE COMMISSIONERS**  
**TOWNSHIP OF OCEAN FIRE DISTRICT NO. 1**  
**COUNTY OF MONMOUTH, STATE OF NEW JERSEY**  
**AUDIT RESOLUTION**

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

**WHEREAS**, the annual audit report for the fiscal year ended December 31, 2021, has been completed and filed with the Township of Ocean Fire District No.1 and the Clerk of the Township of Ocean pursuant to N.J.S.A. 40A:5A-15, and

**WHEREAS**, N.J.S.A. 40A:5A-17 requires the governing body of each Fire District to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically 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, and

**WHEREAS**, the members of the governing body have received the annual audit and have 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 the Fire District Number 1, Township of Ocean, 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, 2021, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations" and has evidenced same by group affidavit in form prescribed by the Local Finance Board.

**BE IT FURTHER RESOLVED** that the Fire District Administrator of Fire District No. 1 is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified copy of this resolution.

Moved by: Newman

Second by: Beringer

Roll Call Vote:

	Ayes:	Nays:	Absent:	Abstain:
Reu	XXX			
Williams:			XXX	
Newman:	XXX			
Morrow:			XXX	
Beringer:	XXX			

**I certify it to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No. 1 Ocean Township on February 13, 2023.**

**Craig Flannigan,**  
*Craig Flannigan*  
**Fire District Administrator**

BOARD OF FIRE COMMISSIONERS				
TOWNSHIP OF OCEAN FIRE DISTRICT NO. 1				
CASH PAYMENTS JOURNAL				
MONTH: Feb-23				
DATE	CHECK PAYABLE TO:	DESCRIPTION:	CHK NO.	AMOUNT
13-Feb	American Trade Mark Co	Accountability Tags		\$206.23
13-Feb	Brothers Towing Inc	Tow 1-50 from Toms River		\$150.00
13-Feb	CIT	Copier Lease: Feb		\$133.00
13-Feb	Dragon Fire Distribution	ipment Gloves		\$2,148.35
13-Feb	F.I.S. On-Site Service	Srv/Repr:32,50,58,78,90		\$3,006.71
13-Feb	Federal Express	Return Meter: 37-1-91		\$11.34
13-Feb	Firefighter One LLC	High Rise Tool Packs		\$477.04
13-Feb	GSB Glatfelter Specialty Bene	Group Term Life Ins		\$33,852.72
13-Feb	Grainger	Procedural Masks		\$51.20
13-Feb	Hiers, J David	ReimB: Officer Dinner/Mtg		\$1,861.72
13-Feb	J C P & L Co	Electric Service		\$1,367.79
13-Feb	J Swanton Fuel Oil Co	Diesel Fuel		\$1,323.57
13-Feb	KYOCERA	Copier Lease: Feb		\$80.00
13-Feb	M & W Communications	Batteries/Radio Antenna		\$592.99
13-Feb	NAPA Auto Parts	Parts: 59 & 78		\$103.79
13-Feb	New Jersey American Water	Hydrant Service		\$20,202.70
13-Feb	Oakhurst EMS	Reimb: Software		\$2,597.99
13-Feb	Optimum	Cable/Phone Service		\$613.61
13-Feb	Provident Agency Inc	2nd Install:Addicent/Health		\$12,642.00
13-Feb	Purvis, Jack A	Profll Architect Srv.Sta2		\$160.00
13-Feb	Seaboard Fire & Safety	Extinguishers		\$371.00
13-Feb	Seabord Welding Supply	Hazmat Chrg/Oxygen		\$11.25
13-Feb	Team Life	Powerheart AED		\$279.00
13-Feb	The New Coaster	Legal:Bdgt,E lection,Mtg Sch		\$73.78
13-Feb	The Tire Depot	Tire: 37-1-58		\$228.00
13-Feb	United Cleaning Contractor	Cleaning Servi: January		\$1,005.00
13-Feb	Verizon	Vehicle Internet Cards		\$732.27
<b>TOTALS</b>				<b>\$84,283.05</b>