

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

Township of Ocean
72 Larkin Place
Oakhurst, NJ 07755



Meeting Agenda

Monday, November 6, 2023

6:30 pm

Board Conference Room

Board of Commissioners

*President Thomas Reu
Commissioner Stuart Newman
Commissioner John Morrow
Commissioner Andrew Beringer – Not Present
Commissioner Alan Roussell*

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 date, time, and location were sent to the Asbury Park Press, The Coaster, and filed in the office of the Municipal Clerk on March 8, 2023.

ITEMS FOR DISCUSSION:

- 2024 Budget
 - Budget Intro on schedule for November 20
 - We spoke about cap bank and fund balances two meetings ago.
 - 2022 Tax Rates
 - Cap Bank
 - Salary Increase(s) – See Closed Session
 - If you utilize the \$50,000 cap bank, we will allocate \$437,160 from the fund balance to balance the budget. If not, we must increase the fund balance by \$50,000.
 - The objective behind using the cap bank is to gradually raise the amount collected over the next few years. This approach aims to avoid a significant increase in 5 to 10 years when the Board has to provide additional staffing, thus alleviating that financial burden.
 - One potential concern with this plan is the annual percentage increase. While the tax rate only experiences a 0.1 cent increase, it's important to anticipate how the public will view it.
- Plymovent – We are working on getting quotes for the electrical hook-up.
 - I know this is taking a bit longer than planned. We did have Kirk lined up to make the connections once they completed their installation, but unknown to us, he must have decided he wasn't interested when we called him. We have contacted two others who said they should have a quote for us ASAP.
- Station 2
 - Footing is poured. Jack Purvis did a site inspection before the pour. He will provide a report shortly. He reported that all looked very good.
 - We have asked for sealed copies of the prints.
 - We are working to finalize the curb cut for the front ramp.
 - I have asked for a projected date for you to approve the plans.
- 72
 - Chris has contacted FF1 to repair the valve.
- Station 1 Renovation
 - Jack has sent a quote for you to review. I will leave it on the table for you tonight.

Closed session:
Resolution 2023-11-01
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:

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

Items for discussion:

- [REDACTED]
 - EMS Staff salary increases – rr
 - We have discussed this in the past, and the feeling was to research some options to be competitive.
 - Full-Time: Starting with \$50,000.00 minimum
 - Per Diem Rate: \$25.00 minimum
 - Offer Pensions to the per diems (this allows them to work as many hours as they want)
 - Holiday Pay
 - Policy Draft
 - Please see Teams (District Policies – 2023 Policy Manual Draft #1) for more information
 - We are still reviewing it ourselves.
- [REDACTED]

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 date, time, and location were sent to the Asbury Park Press, The Coaster, and filed in the office of the Municipal Clerk on March 8, 2023.

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

CORRESPONDENCE:

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 2023-11-02
APPROVING THE PAYMENT OF THE BILLS TOTALING \$50,027.38

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

OLD BUSINESS: None

NEW BUSINESS:

Roussell – To take care of some accounting adjustments for the year-end 2023 Budget, we must pass the following Resolution for Line-Item Transfers.

Offered:

RESOLUTION 2023-11-03
**AUTHORIZING LINE-ITEM TRANSFERS AND ADJUSTMENTS FOR YEAR-END
2023**

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

Newman – The Board will purchase two GeTac computers to replace aging units.

I offer:

RESOLUTION 2023-11-04

APPROVING THE PURCHASE OF TWO (2) GETAC COMPUTERS UNDER STATE CONTRACT FROM CDW AT THE COST OF \$5,472.58.

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

DISTRICT NO. 1 ORGANIZATION'S REPORTS:

Fire Chief S. Donohue:

IamResponding vs Chief 360. Officers are asking for Chief 360 over IamResponding.

1st Asst. Chief T. Caruso: Not present

2nd Asst. Chief C. Sorrentino: no report

Captain: J. Shamosh: Not present

1st Lt. P. Mannion: No Report

2nd Lt. D. Cohen: No Report

Fire Marshal C. Flannigan:

- The Bureau has fined Miller's Ale for multiple alarms per Township Ordinance (\$1,000). They are working with their hood vendor and alarm company to remedy the problem. We have also contacted the Building Dept. to assist them with other options.
- Floor & décor - Sprinkler and Alarm are operational, and the Knox box is updated. The riser room is not accessible from inside the store but can be accessed in the loading alley at the rear of the store. The Alarm panel for F&D is inside the store in the northwest corner.

EMS Operations: None

District Mechanic: Read report

Public Comments: None

Adjournment: 7:47 pm

Resolution 2023-11-03
**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
 FIRE DISTRICT NO.1 TOWNSHIP OF OCEAN
 AUTHORIZING LINE-ITEM TRANSFERS AND ADJUSTMENTS**

WHEREAS; N.J.S.A. 40A:14-78.9 provides that whenever it shall become necessary during the last two months of the fiscal year to expend amounts in excess of those amounts of appropriations specified in the various line items of the operating appropriations section of the annual budget, and there shall be excess appropriations in other line items of the operating appropriations section of the budget, the Board of Commissioners may, by Resolution setting forth the facts, adopted by not less than a 2/3 vote of the full membership of the Board, transfer the amount of the excess to those appropriations deemed to be insufficient; and

WHEREAS; the Fire District Administrator of the District has advised the Board that line-item transfers are necessary to cover expenditures proposed to be made within the various line items of the appropriations section of the District's budget; and

WHEREAS; if there exist excess appropriations in certain line items of the appropriations section of the budget, as set forth in the attached "Schedule A," which is annexed hereto and incorporated herein by reference, which may be transferred to cover proposed expenditures in other line items.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.1 Township of Ocean that the line-item transfers be executed by the District Administrator and the accountant as stated in this Resolution.

Moved by: Roussell

Second by: Morrow

Roll Call Vote:

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

I am certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No. 1 Ocean Township on November 6, 2023.

Craig Flannigan,
Craig Flannigan
Fire District Administrator

RESOLUTION 2023-11-04
**A RESOLUTION TO PURCHASE TWO (2) GETAC COMPUTERS FROM CDW
COMMUNICATION AT THE COST OF \$5,472.58.**

WHEREAS, The District received a quote to purchase two (2) GeTac Computers from CDW under state contract for \$5,472.58.

NOW, THEREFORE BE IT RESOLVED, Newman offered a motion to purchase two (2) GeTAc Computers from CDW for \$5,472.58.

Moved by: Newman

Second by: Roussell

Roll Call Vote:

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

I am certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No. 1 Ocean Township on November 6, 2023.

Craig Flannigan,
Craig Flannigan
Fire District Administrator

BOARD OF FIRE COMMISSIONERS				
TOWNSHIP OF OCEAN FIRE DISTRICT NO. 1				
CASH PAYMENTS JOURNAL				
MONTH: Nov-23				
DATE	CHECK PAYABLE TO:	DESCRIPTION:	CHK NO.	AMOUNT
6-Nov	AR Communication	Pager Repairs & Parts		\$423.50
6-Nov	Braslow, Richard, Esq.	Prof Legal Serv. October		\$750.00
6-Nov	Caldera, Elaina	EMT Refresher Courses		\$900.00
6-Nov	Cooper Electric Supply	Electrical Supplies		\$388.80
6-Nov	DeLage Landen Financial	Copier Lease		\$224.55
6-Nov	Eatontown Medical Assoc	FD Pre-Exam:Caruso, N		\$430.00
6-Nov	F.I.S. On-Site Service	Serv/Repr:32,38,57,58		\$3,778.52
6-Nov	First Citizens Bank (CIT)	Copier Lease (Nov & Dec)		\$271.00
6-Nov	Flannigan, Craig Jr	FB Pub Ed Assistant		\$234.00
6-Nov	J C P & L Co	Electric Serv. Sta 1		\$789.11
6-Nov	J Swanton Fuel Oil Co	Deisel Fuel		\$503.70
6-Nov	Kyocera Document Solution	Copir Lease		\$80.00
6-Nov	Lester Glenn Auto Group	Brake Kit & Pad: 1-58		\$125.98
6-Nov	Moore, Liam	FB Pub Ed Assistant		\$72.00
6-Nov	Morrow, Riley	FB Pub Ed Assistant		\$72.00
6-Nov	NAPA Auto Parts	Battery W/Access: 1-37		\$360.98
6-Nov	New Jersey American Water	Hydrants		\$20,202.70
6-Nov	Oakhurst EMS, Inc	Reimb: Sftwr Prog/Supps		\$437.17
6-Nov	Ocean Township Collision	Paint: New 1-59 (Red)		\$7,977.00
6-Nov	Plosia Cohen, LLC	Prof Legal Serv. October		\$4,356.00
6-Nov	Roussell, Aiden	FB Pub Ed Assistant		\$378.00
6-Nov	Seaboard Fire & Safety Equip	Hydrotest SCBA		\$180.00
6-Nov	Seaboard Welding Supply	Oxygen, Hydro Tests		\$190.00
6-Nov	Team Life	Powerheart Battery		\$362.00
6-Nov	The Tire Depot	Tire: 1-58		\$225.00
6-Nov	Ultimate Alphabet	Refective/Gold Graph:59		\$4,120.00
6-Nov	United Cleaning Contractors	Cleaning: Oct		\$1,005.00
6-Nov	Verizon	Vehicle Internet Cards		\$812.37
6-Nov	Vitola, David	FB Pub Ed Assistant		\$378.00
TOTALS				\$50,027.38