

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

Township of Ocean
72 Larkin Place
Oakhurst, NJ 07755



Meeting Agenda

Monday, March 25, 2024

6:30 pm

Board Conference Room

Board of Fire Commissioners

*President Thomas Reu
Commissioner Stuart Newman
Commissioner Andrew Beringer
Commissioner Alan Roussell
Commissioner Sean Donohue*

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.

ITEMS FOR DISCUSSION:

- The 2023 District / EMS Audit is complete; it is a clean audit with no comments or recommendations.
- FD Quarterly
 - I spoke to the officers, except for Dan, about the gear procedure; they were all on board. We will work together to create a system that is efficient for everyone.
- Sta. 1 renovation
 - I spoke to Jack, and he is awaiting your ideas. Please send me your thoughts.
- Station 2 site reviews are in Teams (Station 2)
- EMS Inc. – Phone meeting with the auditor on Wednesday.
 - I scheduled a meeting with Coronis in late April to discuss outstanding invoices and their phase. (Three months after our last transport 2-6-2024)
 - Soft billing
 - Hard Billing
 - Collections
 - Sale of assets
 - Chris is working on pricing options to follow up on Andy's question about the ambulances. I have a question for Tim to confirm that they are still interested in the rig.
 - Tim mentioned this week that the County might be ready to purchase the ambulance and the two power loads. I hope to have an update by Monday.
 - Distribution of net funds (to date, \$297,395.24)
 - 501c3 to another 501c3
 - Donate funds or an item to the District
 - Tax filing requirements when you're ready to dissolve
 - Dissolve the non-profit
 - No required time frame
- To give everyone an understanding of our District tax rates over the past few years, I have included a folder (Monmouth County Fire District Tax Rates) and a live link to my files. I can go back further if you would like.

Closed session:
Resolution 2024-03-06
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:

- Phone conference with NJ DOL on Friday, March 15, with Rich.
 - Size of the new firehouse
 - The scope of work
 - Schedule of values – This is what the contractor usually submits as a part of their payment application.
- Salaries
 - Salary Range Recommendations for your review. (Salary Ranges in Teams)
 - Created are a few Excel tables for you to work with to show what increases look like short and long-term.
 - Sr. Fire Inspection Salary?

Moved by: Newman. Second by Roussell. 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.

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

ATTENDANCE:

The following Board members were present: Tom Reu, Andrew Beinger, Stu Newman, Alan Roussell, and Sean Donohue. Fire District Administrator / Fire Marshal Craig Flannigan, District Mechanic Chris Sorrentino, and Fire Department Officers.

CORRESPONDENCE:

Reu - Minutes of the previous meetings were placed on the table for everyone's review and comments. Questions or corrections?

Offered:

RESOLUTION 2024-03-07
A RESOLUTION TO APPROVE THE
February 26, 2024, Meeting Minutes
March 11, 2024, Meeting Minutes

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

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 2024-03-08
APPROVING THE PAYMENT OF THE BILLS TOTALING \$130,035.81

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:

Beringer: The Board has reviewed the annual compensation ranges of all paid positions and has concluded that said ranges should be revised and established as follows:
(Two readings are required)

Offered:

RESOLUTION 2024-03-09
APPROVING ADJUSTMENTS TO BE APPLIED TO THE ANNUAL COMPENSATION RANGES FOR ALL PAID POSITIONS.

Not necessary to read

Fire District Administrator	\$85,000 - \$150,000
Fire Marshal	\$68,000 – \$95,000
Deputy Fire Marshal	\$65,000 – \$80,000
Senior Fire Inspector	\$50,000 - \$70,000
Fire Inspector	\$40,000 - \$65,000
Fire Bureau Administrative Assistant – Full-Time	\$45,000 - \$95,000
Fire District Mechanic	\$50,000 - \$95,000
Board Clerk	\$24.00 - \$55.00
District Mechanic P/T	\$25.00 - \$35.00
Fire Bureau Administrative Assistant – Part-Time	\$15.00 - \$35.00

Second. Questions. Roll call vote.

The second reading will be on Monday, April 22, 2024

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 T. Caruso: Read Monthly Report

1st Asst. Chief C. Sorrentino: NR

2nd Asst. Chief J. Shamosh: NR

Captain: P. Mannion: NP

1st Lt.: Vacant:

2nd Lt.: D. Cohen: NP

Fire Marshal C. Flannigan – February Report

Fire Inspections: 159

State Registered: 6

Smoke/CO Inspections: 37

Pub Ed: Students - 11

Investigations: 0

Total revenue for the month: \$8,457.88

Fire Bureau responded to a total of:

30 – 19 calls / 31- 14 calls / 32- 39

Comments:

Attention all members,

The structure at 2120 Hwy 35s, formerly known as Train Cellar, is currently vacant. Signs indicating its vacant status have been installed.

Everyone must be made aware of the condition of this building. The Fire Bureau has assessed the premises and deemed it unsafe. Additionally, it is crucial to note that the building has a basement that lacks monitoring with a fire alarm system.

Please exercise caution and refrain from entering this premises until further notice.

District Mechanic: Read Report

Public Comments:

Adjournment: 7:46 pm

RESOLUTION 2024-03-09
APPROVING ADJUSTMENTS TO BE APPLIED TO THE ANNUAL COMPENSATION RANGES FOR THE FOLLOWING PAID POSITIONS

WHEREAS; The Board of Fire Commissioners has reviewed the annual compensation ranges of all paid positions and has concluded that said ranges should be revised and established as follows:

Fire District Administrator	\$85,000 - \$150,000
Fire Marshal	\$68,000 – \$95,000
Deputy Fire Marshal	\$65,000 – \$80,000
Senior Fire Inspector	\$50,000 - \$70,000
Fire Inspector	\$40,000 - \$65,000
Fire Bureau Administrative Assistant – Full-Time	\$45,000 - \$95,000
Fire District Mechanic	\$50,000 - \$95,000
Board Clerk	\$24.00 - \$55.00
District Mechanic P/T	\$25.00 - \$35.00
Fire Bureau Administrative Assistant – Part-Time	\$15.00 - \$35.00

NOW, THEREFORE BE IT RESOLVED, Beringer offered a motion to accept the 1st reading of the proposed adjustments to be applied to the annual compensation ranges.

The second reading will be on Monday, April 22, 2024, at 72 Larkin Place, Oakhurst, NJ 0775

Moved by: Beringer

Second by: Roussell

Roll Call Vote:

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

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No. 1 Ocean Township on March 25, 2024.

Craig Flannigan,
Craig Flannigan
Fire District Administrator

MONTH: Mar-24

DATE	CHECK PAYABLE TO:	DESCRIPTION:	CHK NO.	AMOUNT
15-Mar	NJ SHBP	Hospitaliza:Active: March	TEPS	\$11,015.15
15-Mar	NJ SHBP	Hospitaliza:Retirees: March	TEPS	\$1,250.95
25-Mar	Alconic, LLC	1/2 Annual Maint&Domain		\$1,685.66
25-Mar	All Hands Fire Equipment	Escape Training: Basic&Refresh		\$1,850.00
25-Mar	Board of Fire Commissioners	Annual PERS EmPLY Liability:2024		\$55,609.00
25-Mar	Bound Tree	EMS Supplies: Sept, Oct, Nov		\$431.38
25-Mar	Delta Dental Plan of NJ	Dental Coverage:(5) w/credits		\$362.56
25-Mar	ESI Equipment	Rescue Equipment		\$43,722.68
25-Mar	F.I.S. On-Site Service	Service: 37-1-91		\$1,227.51
25-Mar	Fiorentino, Michael	2024 Clothing Allowance		\$750.00
25-Mar	First Citizens Bank & Trust	Copier Lease: April		\$133.00
25-Mar	Flannigan, Craig	2024 Clothing Allowance		\$750.00
25-Mar	Flannigan, Craig	Reimb: Postage-Certified Letter		\$8.97
25-Mar	Horizon BCBS of NJ	Health Premium: S Carr: April		\$1,217.48
25-Mar	J C P & L Co	Electric Service: Sta 2		\$645.39
25-Mar	J Swanton Fuel Oil Co	Gas & Diesel Fuels		\$1,004.78
25-Mar	Mannion, Patrick	2024 Clothing Allowance		\$750.00
25-Mar	NJ- IAAI	Motor Vehicle Fire Invest Course		\$1,350.00
25-Mar	NJ Natural Gas Co	Gas Service		\$2,640.64
25-Mar	Optimum	Cable & Phone Service		\$1,076.78
25-Mar	Schenck, Arthur Jr	Reimb:Medi Part B:1st Qtr:(2)		\$1,048.20
25-Mar	Shamosh, Josh	Reimb: Fire Class Books		\$115.10
25-Mar	Smith, Timothy	Reimb: Medi Part B:1st Qtr		\$524.10
25-Mar	Sorrentino, Christopher	2024 Clothing Allowance		\$750.00
25-Mar	Trugreen Commercial	Lawn Service: Sta 2		\$116.48
	TOTAL			
	S.....	.	.	\$130,035.81