

Board of Fire Commissioners

Fire District #2

Township of South Brunswick

Regular Meeting
Third Monday at 7:30 P.M.
Monmouth Junction Fire House

P.O. Box 114
Monmouth Junction, N.J. 08852

AGENDA ***March 19, 2012*** ***7:00 PM***

1. Notice of Compliance

This meeting is being held in compliance with the Public Law Meeting Notice of the Public Laws of 1975. Notice of this meeting was given by way of annual notice filed with the Township Clerk, The South Brunswick Post, The Home News & Tribune and posted on the bulletin board of the South Brunswick Township Municipal Building, March 2011.

2. Roll Call

3. Executive Session Resolution

A. Resolution #12-13, Authorizing a Closed Session at the March 19, 2012 Regular Meeting

4. Executive Session

A. Personnel Matters
B. Contract Discussions

5. Address From the Floor

6. Approval of Minutes

A. February 21, 2012 Regular Meeting
B. March 6, 2012 Reorganization Meeting

7. Professional Reports

A. Fire Chief
B. District Coordinator
C. Insurance Chairman
D. Treasurer
E. Legislative Report

8. Order of Business

A. Resolution #12-02, Authorizing Designation of Computers as Surplus
B. Resolution #12-03, Appointment of Official Fire Dept. for District #2
C. Resoultion #12-04, Appointment of First Aid Service
D. Resolution #12-05, Authorizing Approval and Payment of Claims
E. Resolution #12-06, Appointment of Attorney
F. Resolution #12-07, Official Newspaper for Publications
G. Resolution #12-08, Adoption of Cash Management Plan
H. Resolution #12-09, Authorizing Regular Meeting Schedule for 2012-2013
I. Resolution #12-10, Authorizing an Annual Salary for Fire Commissioners
J. Resolution #12-11, Designating Surety Bonding for Commissioners
K. Resolution #12-12, Appointment of Auditor

- L. Initial discussion on changes to Policy #009, Restricted Duty for Firefighters
- M. Initial discussion on proposed Policy #010, Fire District Coordinator's Authorized Spending Limits
- N. Energy Audit & HVAC System Repairs
- O. Items Timely and Important

9. *Voucher List*

(See Attached)

10. *Address From Floor*

11. *Adjournment*

Voucher List

| | | |
|-----------------|---|----------|
| <i>A</i> | Supermedia LLC | 19.95 |
| <i>B</i> | Kleen-Tec Maintenance, LLC | 415.00 |
| <i>C</i> | Midco Waste # 689 | 186.65 |
| <i>D</i> | Verizon Wireless | 305.00 |
| <i>E</i> | PSE&G | 2,612.57 |
| <i>F</i> | Verizon | 336.59 |
| <i>G</i> | Alan Landscaping, LLC | 2,050.00 |
| <i>H</i> | Alphagraphics | 109.49 |
| <i>I</i> | Approved Fire Protection Co. | 351.45 |
| <i>J</i> | Middlesex County Fire Academy | 498.00 |
| <i>K</i> | VFIS | 1,843.29 |
| <i>L</i> | Monmouth Junction Volunteer Fire Department | 7,851.40 |
| <i>M</i> | Middlesex County Treasurer's | 8.79 |
| <i>N</i> | South Brunswick Township Water & Sewer | 1,370.99 |
| <i>O</i> | Uni Select USA | 165.44 |
| <i>P</i> | Cummins Power Systems, LLC | 990.00 |
| <i>Q</i> | Trugreen #4910 | 500.00 |
| <i>R</i> | John J. Maley, Jr. | 150.00 |
| <i>S</i> | VFIS | 178.00 |
| <i>T</i> | AwardPros of Philadelphia, Inc. | 175.34 |
| <i>U</i> | Postmaster | 58.00 |
| <i>V</i> | Air & Gas Technologies | 2,794.95 |
| <i>W</i> | Battery Zone | 274.19 |
| <i>X</i> | New Pig Corporation | 166.23 |
| <i>Y</i> | NAT ALEXANDER COMP. | 170.90 |

approved
4-16-12
JP

REGULAR MEETING
SOUTH BRUNSWICK TOWNSHIP
BOARD OF FIRE COMMISSIONERS – DISTRICT #2
March 19, 2012

1. CALL TO ORDER:

The meeting was called to order by Chairman Spahr at 7:00 pm followed by a salute to the flag.

2. NOTICE OF COMPLIANCE:

Chairman Spahr read the Public Laws Meeting Notice of the Public Laws of 1975.

3. ROLL CALL

Present: Comm. Bellizio
 Comm. Potts
 Comm. Smith
 Comm. Young
 Chairman Spahr

4. EXECUTIVE SESSION

A motion made by Comm. Young seconded by Comm. Smith to approve Resolution #12-13 Authorizing a Closed Session. Roll Call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes. Executive Session commenced at 7:00 pm.

Regular meeting reconvened at 7:30 pm.

5. ADDRESS FROM THE FLOOR

No one from the floor desired to address the Board.

6. APPROVAL OF MINUTES

A motion made by Comm. Young seconded by Comm. Bellizio to approve the minutes of the February 21, 2012 regular meeting. Roll call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-abstain, Comm. Young-yes, Chairman Spahr-yes.

A motion made by Comm. Bellizio seconded by Comm. Potts to approve the minutes of the March 6, 2012 reorganization meeting. Roll call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

7. PROFESSIONAL REPORTS

Chief's Report:

Chief Brian Spahr reviewed the February 2012 Activity Report (filed in monthly folder).

Chief Spahr reported that he instructed all firefighters to begin scheduling their physicals with Dr. Weingarten's office with a target completion date of May 1st.

Chief Spahr reported that the Township is moving forward with plans to demolish the house on Friendship Road that we have used for training for quite a few years. As a result, the Fire Department changed the training schedule in order to use the building one last time.

The Fire Department has been asked to participate in the little league opening day ceremonies as well as a youth day event at the YMCA, both in April. There are several members interested in participating and they will try to send a truck to each event.

Chief Spahr reported that he received a fax from the National Fallen Firefighters Foundation, requesting an official resolution from the governing body recognizing the Fire Department as an official provider of emergency services. The document will be kept on file and be used to provide the Public Safety Officer's Benefit in the event of a line of duty death. Chief Spahr will give the Board a copy of the fax.

District Coordinator's Report:

Coordinator Smith reviewed the March 2012 Coordinator's Report (filed in monthly folder).

Insurance Chairman's Report:

Coordinator Smith reviewed the March 2012 Insurance Report (filed in monthly folder).

Treasurer's Report:

Comm. Young reported that there have been no receipts since the last meeting.

Comm. Young distributed the latest financial reports to the Commissioner's mailboxes earlier this afternoon.

Comm. Young reported that he forwarded the 2011 final financial data to the auditor electronically. Comm. Young has also gathered all of the monthly financial records for the last year and they are ready to be delivered to the auditor upon his request.

Legislative Report:

Comm. Potts reviewed the March 2012 legislative report (filed in monthly folder).

8. ORDER OF BUSINESS

Resolutions:

- Resolution #12-02, Authorizing Designation of Computers as Surplus
- Resolution #12-03, Appointment of Official Fire Dept. for District #2
- Resolution #12-04, Appointment of First Aid Service
- Resolution #12-05, Authorizing Approval and Payment of Claims
- Resolution #12-06, Appointment of Attorney
- Resolution #12-07, Official Newspaper for Publications
- Resolution #12-08, Adoption of Cash Management Plan
- Resolution #12-09, Authorizing Regular Meeting Schedule for 2012-2013
- Resolution #12-10, Authorizing an Annual Salary for Fire Commissioners
- Resolution #12-11, Designating Surety Bonding for Commissioners
- Resolution #12-12, Appointment of Auditor

A motion made by Comm. Smith seconded by Comm. Potts to approve Resolution #'s 12-02 through 12-12. Roll call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

A motion made by Comm. Young seconded by Comm. Bellizio to provide the Township Manager with a copy of Resolution #12-10 – Authorizing an Annual Salary for Fire Commissioners. Roll call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

Initial Discussion on Changes to Policy #009 – Restricted Duty for Firefighters

A motion made by Comm. Young seconded by Comm. Potts to approve the first reading of the changes to Policy #009 – Restricted Duty for Firefighters. Roll call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

Initial Discussion on Proposed Policy #010 – Fire District Coordinator's Authorized Spending Limits

A motion made by Comm. Young seconded by Comm. Potts to approve the first reading of proposed Policy #010 – Fire District Coordinator's Authorized Spending Limits. Roll call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

Energy Audit & HVAC System Repairs

Chairman Spahr reported that he and Coordinator Smith had a conference call with TLC, Tri-State Light & Energy, and Sterling HVAC on March 13th in order to determine the status of the energy audit. Chairman Spahr further reported that several weeks prior, he was informed that the replacement of the office furnace, programmable thermostats, and demand control ventilation at Station 20 were removed from the project as the replacement parts would not provide the increase in efficiency required by the program. All other work has been completed at both stations and Coordinator Smith will be submitting the final paperwork in order to receive reimbursement of the final 25% of the cost of the audit.

Coordinator Smith will be in contact with Sterling HVAC to complete the repairs to the office system, which are part of a separate contract that was approved last year. The representative from Sterling stated that this work will be completed by the end of the month.

Timely and Important

Hurst Rescue Tool Maintenance Contract

A motion made by Comm. Potts seconded by Comm. Bellizio to approve the annual maintenance contract for the Hurst rescue tools with TASC at a cost of \$1,380.00. Roll Call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

Computer Service Contract

A motion made by Comm. Smith seconded by Comm. Young to approve renewal of the computer service contract with OK Enterprises with no changes to the terms of the existing

contract. Roll Call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

9. VOUCHER LIST

Comm. Young reported that the voucher list has been amended to include Item #Y for Nat Alexander for \$470.09.

Comm. Bellizio made a motion seconded by Comm. Smith to approve the voucher list as amended. Roll Call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

10. ADDRESS FROM THE FLOOR

Coordinator Smith reported that at their last monthly meeting, the Fire Department approved the purchase of two 20' x 14' walnut plaques recognizing the past chiefs and presidents. It was discussed hanging these two plaques in the main hallway. There is also discussion on the purchase of a third plaque, which will recognize the charter and life members of the Fire Department. It was decided to wait until we had the size of the third plaque before determining a location of where to mount the first two plaques.

A motion to adjourn was made by Comm. Young seconded by Comm. Bellizio and by a voice vote all voted in affirmative. Meeting adjourned at 8:40 pm.

Respectfully Submitted

Scott Smith, Fire District Coordinator

EXECUTIVE SESSION
MARCH 19, 2012
MINUTES

ROLL CALL

Comm. Bellizio- present, Comm. Potts- present, Comm. Smith- present, Comm. Young- present, Chairman Spahr- present.

Chairman Spahr announced the session was being called to discuss the replacement of the District Secretary. Chris Smith has resigned, due to her workload at her full time employment. District Coordinator Scott Smith has performed that service in the secretary's absence, and has performed well.

Comm. Young's observations are that yes the coordinator has performed well in preparing the minutes and has not requested anything in return. We need to remember that the district is bound to a 2% increase in our budget. Comm. Young recommended we hold off on adding duties and compensation at this time. The district will be negotiating a new contract with Mr. Smith prior to the end of the year. That would be the appropriate time to negotiate those issues. It was agreed we would take up the change to the coordinators job description and compensation in the new contract.

Comm. Young then spoke to the issue of getting someone to begin the process of setting up a web site, to comply with legislation that has been enacted. We must be on line by February 2013.

All were in agreement we would look in house first to see if we had someone both capable and available to fill the need.

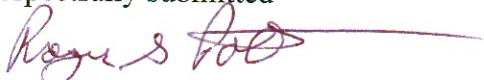
CONTRACT FOR COMPUTER MAINTINANCE

The following changes need to be made before signing.

1. MJVFD changed to Board of Fire Commissioners District # 2 South Brunswick Township
2. Date of Contract April 1,2012 to 3-31-2013
3. Item #2 last line. Four (4) hours changed to Five (5)
4. Contract End change to Board of Fire Commissioners
District #2 South Brunswick

Executive session closed, returned to regular meeting 7:30 p.m.

Respectfully submitted



Roger S. Potts/ Secretary

Monmouth Junction Volunteer Fire Department
Monthly Activity Report
February 2012

INCIDENT RUNS

9 System Malfunctions
7 False Calls
1 Structure Fires
1 Vehicle Fires
Dumpster/Trash/Refuse Fires
2 Fires
1 Spill / Leak No Ignition
2 Arcing / Shorted Electrical Equipment/ Electrical problem
Assist Police / EMS
1 Trees, Brush, Grass, Mulch Fires
Extrications
1 Rescue Call (Elevator, Trench, Confined Space, etc.)
1 Hazardous Condition
2 Smoke Scare
Smoke / Odor Removal / Problem
Service Call
Stand-By / Cover Assignment/ Cancelled en route
Other

28 Total Runs for 156.04 Man-Hours

DEPARTMENT ACTIVITIES

1 Board of Fire Commissioners Monthly Meeting
1 Chief's Meeting
1 Line Officer's Meeting
1 Work Night
1 Regular Department Monthly Meeting
Work Details
2 Drills
Public Relations

239.34 Man-Hours

Total Man-Hours for February 2012: 395.38

Referrals to Fire Safety – 8 Responded on Scene - 0

Fire District Coordinator's Report
March 19, 2011

- The Fire Department has three new members. Tanim Awwal joined in February and has started Firefighter I. Henry Ngan and Vivian Robbin-Mason also joined and will be going to Firefighter I in the fall. There are several other residents who are in the application process as well. Member Tim Bogus, who joined back in October, is currently in Firefighter I. Junior Firefighter Jay Patel has resigned from the Department because of a lack of time due to school.
- Our computer tech switched the off-site server back-up service to MozyPro on 2-22-2012 and cancelled our previous service with Intuit Quickbooks. A credit card was required, and a total of \$186.45 was charged to the Fire Department's credit card for a one-year subscription to the service. Our computer tech has finished the installation of the new server and desktop computers. He still has some minor items to work on, which he will be completing during his regularly scheduled maintenance visits.
- Cummins Power Systems was on site on 2-28-2012 to perform the 6-month preventive maintenance inspection on the emergency generators at both stations. The unit at Station 21 was inspected and found to be in good condition with no problems. The unit at Station 20 was low on anti-freeze due to a loose clamp that allowed a slow leak. The clamp was tightened and the anti-freeze level topped off. The oil pressure switch for the block heater was stuck and they recommended replacing. They will be providing a quote to replace the switch. The radiator cap and air filter were replaced in house on 3-1-2012.
- TruGreen was at both stations on March 1st to perform the spring lawn treatment.
- I drafted a Fire Safety & Evacuation Plan for Station 20, which I forwarded to everyone. The plan is required for the building based on the multi-purpose room under the Uniform Fire Code. The plan details steps to take in the event of alarm activation and/or an actual emergency. I also created a site and floor plan which will be attached to the evacuation plan. I will be posting the document next to the calendar in the general office. I made an announcement at this month's Fire Department meeting to inform the membership of the plan.
- In preparation for applying for the Assistance to Firefighters Grant program through the Federal government, several of the line officers met with salesmen from Nat Alexander on 2-28-2012 to demo to the latest models of Scott Air Packs. We received a quote of \$5,329.50 per air pack, and \$1,302.40 per air cylinder. I have started reviewing our maintenance records for the last couple years to obtain the amount of information spent on repairs, as well as the grant application information for past years in order to be as ready as possible. According to the website, the grant application period should be starting sometime in the June/July/August timeframe. They offer grant seminars and usually have one in the area which I will try to attend.

- Air & Gas Technologies was on site on 3-6-2012 to replace the CO monitor in the Bauer breathing air compressor at Station 21.
- Roth Bros. was on site on 3-12-2012 to perform the annual roof inspection. They inspected the roof over the weight room where we had the leak in January. They were able to seal the area where the roof meets the wall and they feel that there shouldn't be any further problem in this spot. There were no other issues found with the roof during their inspection. We should be receiving a detailed inspection report shortly.
- We received the maintenance service contract from TASC for the Hurst rescue tools. The cost for the service is \$1,380.00. I recommend we renew the contract with TASC. The equipment is due for maintenance in April.
- I completed a total of 18 occupancy pre-plans in February, with a total of 45 pre-plans for the year so far.

Insurance:

- There are two invoices for VFIS on the voucher list this month. One is in the amount of \$1,843.29 for the quarterly installment of our group term life plan. The other is in the amount of \$178.00 for the increase of the Medical Expense Maximum Amount under the Accident & Sickness policy to \$50,000.00, which was approved last month.
- Ed Lidy was injured on 3-13-2012 after being accidentally struck in the eye by a piece of equipment during an informal training session at Station 20. He was taken to Princeton Hospital where he was diagnosed with an eye contusion, as well as an eyelid laceration, and received one stitch. A cat scan was performed as a precaution with no problem found. Ed visited Dr. Niemczyk's office on 3-14-2012 and was told there is no damage to his eye, only a bruise, and was given ointment. He has a follow-up appointment scheduled with the eye doctor for 3-19-2012 where he will have the stitch removed. The hospital and eye doctors signed the necessary forms, and I completed the other required paperwork and forwarded everything to VFIS.

LEGISLATIVE REPORT
NEW JERSEY STATE ASSOCIATION OF FIRE DISTRICTS

A789-S199 Prohibits First Responders from disseminating photographs of accident victims and patients to the public without consent of the victim or patient.

A789 Introduced 1-10-12 referred to Health and Senior Services Committee

S199 2-16-12 Had hearing in Senate Law Public Safety was amended passed from committee 5 to 0

3-08-12 Voted in Senate passed 38-0 Heard in Assembly Committee passed out of committee 11-0

S503 A2291 Requires medical oxygen providers to notify Fire Department when they stop providing oxygen to a local residence. Passed in the Senate Law and Public Safety Committee 5 to 0 Passed in the senate 40 to 0 S503 sent to Assembly assigned to Law and Public Safety.

As of 3-19-12. No farther activity

S512 A 1399 Authorizes payment of Funeral Expenses for certain Public Employees killed in the line of duty. Heard in Senate Law and Public Safety Committee, passed out of committee 5 to 0. Referred to Budget and Appropriations. Hearing 2-27-12 passed out of committee 12-0 Amended

A1399 introduced 1-10-12 referred to Assembly Law and Public Safety.

3-8-12 S-512 Voted on floor in the senate passed 39-0

ACR 99 S99 Assembly and Senate Concurrent Resolutions. Proposes Constitutional amendment concerning imposition of new or expanded unfunded mandates on FIRE DISTRICTS.

In the Assembly referred to HOUSING and LOCAL GOVERNMENT. In the Senate referred to LAW and PUBLIC SAFETY

A1503 Requires Fire Districts, School Districts, County Governments, to share in the burden of property tax appeal refunds. Introduced 1-10-12 referred to Assembly Housing and Local Government Committee.

S2 A1171 Bill deals with Shared Services and Consolidations. Sponsor of this bill is Senate President Sweeny. The bill gives broad powers to the LURAC Commission., punishes those that do not implement Shared Services recommended by LURAC. Hearing 2-27-12 Numerous amendments from original bill. Passed out of committee 3to2

S-1174. Sponsor Senator Turner, Mercer County. This bill would move Fire District Elections to November. Would allow for a petition to Board of Fire Comm. By 15% of the number of voters in the last election to present a petition. We would then be required to hold a public hearing, within sixty days. We would then be required to hold a referendum. Would also permit the Municipal Government to move the elections by the simple passing of a Resolution.

The State legislators will from today 3-19-12 until at least May 24th be only working on budget hearings.

It is my understanding that Senator Donald Norcross still intends to submit legislation to move the elections to November and within that legislation deal with surplus monies.

Respectfully

Roger S Potts//

A RESOLUTION OF THE Board of Fire Commissioners, Fire District #2, Township of South Brunswick, County of Middlesex AUTHORIZING THE SALE OR DISPOSAL OF SURPLUS PERSONAL PROPERTY NO LONGER NEEDED FOR PUBLIC USE

RESOLUTION 12-02

March 19, 2012

WHEREAS, the Board of Fire Commissioners, Fire District #2, Township of South Brunswick has determined that the following property:

Dell Optiplex GX270 Hard Drive
S/N: TG7Y4-Q4FFQ-CTC86-W7TM8-FR8RY
Dell Optiplex GX240 Hard Drive
S/N: MB7HK-Q4DTK-KQXGT-HX37G-3JGXM
Dell Optiplex GX60 Hard Drive
S/N: PRPB8-CX3CT-HDH9V-XGX9K-72YY8
Dell Optiplex GX270 Hard Drive
S/N: VXC4Y-2XP8Y-R9YPM-8QB48-KTQQJ
Compaq DeskPro P500 Hard Drive
S/N: 6916 CKP9 A056
Dell 16" Monitor Model M783S
S/N: MX-OX3782-47605-45D-B96N
Dell 15" Monitor Model 6547-40N
S/N: 23-FCLG5
Sony Trinitron Multiscan 200ES 16" Monitor
S/N: 4152232
Hewlett Packard ADF Desktop Scanner Model 67670A
S/N: SG97F170H6

is no longer needed for public use; and

WHEREAS, the Board of Fire Commissioners, Fire District #2, Township of South Brunswick deem the property to be surplus;

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners, Fire District #2 of the Township of South Brunswick in the County of Middlesex, State of New Jersey, that the Board of Fire Commissioners, Fire District #2 Township of South Brunswick is hereby authorized to sell the surplus personal property as indicated at either Public Auction or by the advertised Bid Process. If the property so described has no monetary value it shall be disposed of as junk.



Roger S. Potts – Clerk

THE COMMISSIONERS OF FIRE DISTRICT NO.2
IN THE TOWNSHIP OF SOUTH BRUNSWICK

Resolution 12-03

Appointment of Official Fire Company

WHEREAS, there exists a need for fire protection for the residents of Fire District No.2; and,

WHEREAS, funds are available or will become available for this purpose; and,

WHEREAS, the Local Public Contract Law allows that a Board of Fire Commissioners may enter into a contract without competitive bids.

NOW THEREFORE be it RESOLVED on this 19th day of March 2012 by the Board of Fire Commissioners Fire District No. 2 in the Township of South Brunswick, as follows.

(1) That the Commissioners of Fire District #2 are hereby authorized to enter into a contract with the Monmouth Junction Volunteer Fire Department.

(2) That the expenditures for the above services be charged to the account herein prepared for payment of funds to the Monmouth Junction Volunteer Fire Department as the primary fire protection of Fire District #2.

(3) Notice that an award of contract authorized shall be published in the South Brunswick Post newspaper as required by law within 10 days of its passage.


Roger Potts / Clerk

THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF SOUTH BRUNSWICK

Resolution 12-04

Authorizing appointment of official First Aid Squad

WHEREAS, there exists a need for first aid services for the members of the Monmouth Junction Fire Department while engaged in fire fighting service to the residents of Fire District No. 2 South Brunswick Township, Middlesex County; and,

WHEREAS, funds are available or will be available for the purpose of obtaining such service; and,

WHEREAS, the Local Public Contract Law N.J.S.A. 40A11-1 et seq , require that a resolution authorizing the award of contracts for professional services without competitive bidding must be publicly advertised; and,


NOW THEREFORE be it RESOLVED on this 19th day of March, 2012 by the Commissioners of Fire District No.2 in the Township of South Brunswick, County of Middlesex, as follows.

(1) The Monmouth Junction First Aid Squad is hereby appointed as the attending first aid squad for the Board to serve for a term of one year or until the organization meeting of the Board of Fire Commissioners following the annual election.

(2) The Commissioners of Fire District #2 are hereby authorized to enter into a contract with the Monmouth Junction First Aid Squad.

(3) This appointment is made without competitive bidding as a service under the provisions of the Local Public Contracts Law because the service to be rendered or performed are by persons authorized by law to practice a recognized service and whose practices are regulated by law and such services are of a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids.

(4) Notice of award of contract authorized hereby shall be published in the South Brunswick Post within 10 days of passage.


Roger S Potts / Clerk

THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF SOUTH BRUNSWICK
RESOLUTION # 12-05
Authorizing Approval and Payment of Claims

WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities, and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and

WHEREAS, Subchapter 4, Section 5:31-4(e) provides that payment of claims by the fire district shall be by check on the fire district and signed by the governing body chairman, the chief financial officer and countersigned by such other officer or officials as designated by resolution; and

WHEREAS, Subchapter 4, Section 5:31-4.2 further provides that the commissioners, at their reorganization meeting, designate, by resolution, the individuals whose signatures shall appear on checks drawn upon the treasury of the Commissioners; and

WHEREAS, Subchapter 4, Section 5:31-4.1 (f) provides that the Commissioners shall, by resolution passed by not less than the majority of the full membership, further designate the manner and time in which salaries, wages or other compensation for services shall be paid.

NOW THEREFORE, be it RESOLVED on this 19th day of March, 2012 by the Commissioners of Fire District No. 2 in the Township of South Brunswick, County of Middlesex, as follows:

(1) The checks as issued by the Commissioners for payment of claims shall be signed by the Chairman, Treasurer and countersigned by one other Commissioner in order that the Commissioners comply with the rules and regulations as promulgated by the Local Finance Board and as set forth herein.

(2) The manner in which and the time in which compensation for services rendered by the employees of the Commissioners shall be paid shall be in accordance with individual employment contracts. The commissioner's salaries shall be paid as determined by the Commissioners.

I hereby certify that the foregoing is a copy of a resolution adopted by the Board of Fire Commissioners at a meeting held on March 19, 2012


Roger S Potts / Clerk

THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF SOUTH BRUNSWICK

Resolution 12-06

Authorizing Appointment of Attorney
for the 2012-2013 Year

WHEREAS, there exists a continuing need for legal services to be provided to the Commissioners of Fire District No. 2 in the Township of South Brunswick, County of Middlesex, concerning various responsibilities undertaken by the Commissioners; and,

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the year of 2012-2013; and,

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40:A:11-1 et seq, provides that a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service ; and,

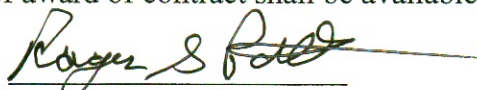
WHEREAS, the subject resolution providing for the awarding of a contract relative to professional services and the notice of the award of contract shall be available for public inspection; and,

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A11-5(1)(a)(i), provides that a notice of the award of said contract shall be published in a newspaper, said advertisement stating the nature , duration and amount of the contract.

NOW THEREFORE, be it RESOLVED on this day March 19, 2012 by the Commissioners of Fire District No.2 in the Township of South Brunswick, County of Middlesex, as follows:

(1) Richard M. Braslow, Esq., is hereby appointed to provide legal services to any and all issues presented to the Commissioners pursuant to any of its obligations or responsibilities. This appointment is made pursuant to the proposal attached hereto and made a part hereof.

(2) This resolution and the notice of award of contract shall be available for public inspection.


Roger S Potts / Clerk

THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF SOUTH BRUNSWICK COUNTY
OF MIDDLESEX

Resolution 12-07

Designation of Official Newspapers for
Publications for the 2012-2013 Year

WHEREAS, the Commissioners of Fire District No. 2 in the Township of South Brunswick, County of Middlesex, must, by statutory law, publish various items in order to comply with said requirements of statutory law; and

WHEREAS, the Commissioners are desirous of designating various newspapers as official newspapers in which the Commissioners may publish its various items during the 2012-2013 year

NOW THEREFORE be it RESOLVED on this 19th day of March, 2012 by the Commissioners of Fire District No. 2 in the Township of South Brunswick, County of Middlesex, as follows:

(1) The official newspapers in which the Commissioners will publish all required notices or other items during the 2012-2013 year pursuant to New Jersey statutes shall be the SOUTH BRUNSWICK POST and or the HOME NEWS/ TRIBUNE unless said New Jersey statutory law otherwise mandates that a newspaper other than those as referenced herein be used for said publications.


Roger S Potts / Clerk

THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF SOUTH BRUNSWICK

Resolution 12-08

Adoption of Cash Management Plan

WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities and a fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and,

WHEREAS, Subchapter 3, Section 5;31-3 (a) provides that the governing body shall, by resolution passed by not less than a majority of the full membership, adopt a cash management plan, which shall include the designation of a depository, the State of New Jersey Cash Management Fund or a public depository or depositories.

NOW THEREFORE be it RESOLVED on this 19th day of March, 2012 by the Commissioners of Fire District No. 2 in the Township of South Brunswick, County of Middlesex, as follows:

(1) This resolution shall act as a formal adoption by the Commissioners of a cash management plan, which shall allow for official depositories of the Commissioners to be the State of New Jersey Cash Management Fund and/or P.N.C. Bank and/or T.D. Bank.



Roger S Potts / Clerk

THE COMMISSIONERS OF FIRE DISTRICT NO.2
IN THE TOWNSHIP OF SOUTH BRUNSWICK
Resolution 12-09
Authorizing Regular Meeting Schedule
2012-2013 Year

WHEREAS, Public Law 1975, Chapter 231, requires a public body to post and maintain posted, to distribute to designated newspapers, and to further file with the Municipal Clerk for the purpose of inspection, a schedule of the regular meetings of such public body to be held during the year; and,

WHEREAS, such schedule of regular meetings is required to contain the location of each meeting, to the extent that it is known, and the time and date of each meeting; and,

WHEREAS, Public Law 1975, Chapter 231, Section 3-D, provides that where the annual notice of revisions thereof, in compliance with sections of the subject act, set forth the location, time and date of any meeting, no further action shall be required for such meeting.

NOW THEREFORE be it RESOLVED on this 19th day of March, 2012 by the Commissioners of Fire District No. 2 in the Township of South Brunswick, County of Middlesex, as follows;

(1) All regular meeting of the Commissioners shall take place at 7:30 P.M. on the following dates at the Monmouth Junction Fire Station, 573 Ridge Road, Monmouth Junction

| | | |
|---------|-------|----------|
| Monday | April | 16, 2012 |
| Monday | May | 21, 2012 |
| Monday | June | 18, 2012 |
| Monday | July | 16, 2012 |
| Monday | Aug | 20, 2012 |
| Monday | Sept | 17, 2012 |
| Monday | Oct | 15, 2012 |
| Monday | Nov | 19, 2012 |
| Monday | Dec | 17, 2012 |
| Tuesday | Jan | 22, 2013 |
| Tuesday | Feb | 19, 2013 |
| Tuesday | March | 5, 2013 |
| Monday | March | 18, 2013 |

(2) All executive workshop meetings of the Commissioners will take place in the meeting room of the Commissioners at the aforesaid location at 7:00 P.M. prior to the regular meetings which are scheduled above.

(3) A summary of this resolution shall, be mailed to the South Brunswick Post and the Home News / Tribune

(4) A certified copy of this resolution shall be posted on the official bulletin board of the Township of South Brunswick, and shall be posted on the official bulletin board of the Commissioners, and shall also be kept on file by the Municipal Clerk for the purpose of public inspection


Roger S. Potts / Clerk

Not a paid add for Community Calendar

THE COMMISSIONERS OF FIRE DISTRICT #.2
IN THE TOWNSHIP OF SOUTH BRUNSWICK
Resolution #12-10

A resolution authorizing an annual salary for members of the Board of Fire Commissioners

WHEREAS, the position of Fire Commissioner has been created by the formation of Fire Districts by the Township Committee of the Township of South Brunswick; and

WHEREAS, New Jersey State statutes allow for the compensation for the position of an elected Fire Commissioner; and

WHEREAS, the appropriate funding has been set forth in the year 2012 Fire District budget; and

WHEREAS, the commissioners of Fire District No.2 in the Township of South Brunswick, County of Middlesex, are desirous of setting the annual stipend of members of the Board of Fire Commissioners,

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No.2 in the Township of South Brunswick as follows;

- (1) That the persons holding the below listed offices be compensated at the rates so prescribed as follows.

| | | |
|--------------|-------------------------|--------------|
| CHAIRMAN | \$2,375.00 + \$400.00 | = \$2,775.00 |
| TREASURER | \$2,375.00 + \$3,500.00 | = \$5,875.00 |
| SECRETARY | \$2,375.00 + \$850.00 | = \$3,225.00 |
| COMMISSIONER | \$2,375.00 x 2 | = \$4,750.00 |

- (2) Each member of the board of fire commissioners shall receive as compensation such amounts as the board shall fix subject to review by the governing body wherein the fire district is located.

- (3) This rate of compensation shall be deemed approved upon adoption of this resolution.

- (4) This rate of compensation is contingent upon the appropriate funds being available relative to the 2012 budget.

I hereby certify that the foregoing is a true copy of a resolution adopted by the Board of Fire Commissioners, at a meeting held on March 19, 2012



Roger S. Potts/Secretary

THE COMMISSIONERS OF FIRE DISTRICT NO.2
IN THE TOWNSHIP OF SOUTH BRUNSWICK

Resolution 12-11

Designating Surety Bonding For Commissioners.

WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities, and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and,

WHEREAS, subchapter 6, section 5;31-6.1 provides that the fire district shall, by resolution, designate employees and officials required to furnish surety bonds and determine minimum bonds for each such employee and official; and,

WHEREAS, the Commissioners of Fire District No. 2 in the Township of South Brunswick, County of Middlesex, deem it necessary to provide bonding for the Treasurer and all other Commissioners of said district as the Treasurer is responsible for the handling of funds for the district

NOW THEREFORE be it RESOLVED on this 19th day of March 2012 by the Commissioners of Fire District No.2 in the Township of South Brunswick, County of Middlesex, as follows

(1) That each member of the Board of Fire Commissioners shall be bonded in an amount of approximately \$1,000,000.00 dollars for the period from March 19, 2012 thru March 20, 2013



Roger S. Potts/ Clerk

THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF SOUTH BRUNSWICK

RESOLUTION 12-12

Authorizing Appointment of Auditor
2012-2013 Year

WHEREAS, there exists a continuing need for certain auditing services to be provided to the Commissioners of Fire District No. 2 in the Township of South Brunswick, County of Middlesex, concerning various responsibilities undertaken by the Commissioners; and,

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the 2012-2013 year; and

Whereas, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., provides that a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and

WHEREAS, the subject resolution providing for the awarding of this contract relative to professional services, and the notice of award of contract shall be made available for public inspection; and,

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11 -5(1)(a)(i), provides that a notice of award of said contract be published in a newspaper, said advertisement stating the nature, duration and of the amount of the contract.

NOW THEREFORE, be it RESOLVED on this 19th day of March 2012 by the Commissioners of Fire District No. 2 in the Township of South Brunswick, County of Middlesex, as follows:

(1) The firm of John J Maley is hereby appointed to provide auditing services to the Commissioners for the assistance in preparation of the year 2013 budget and for the establishment and maintenance of the necessary documentation consistent with the requirements and the regulations of the Department of Community Affairs and the State of New Jersey statutes. This appointment is made pursuant to the proposal as submitted and attached hereto.

(2) This resolution and the notice of award of contract shall be available for public inspection.


Roger S. Potts/ Clerk

RESOLUTION 12-13
A RESOLUTION AUTHORIZING A CLOSED SESSION AT THE March 19, 2012
MEETING OF THE BOARD OF FIRE
COMMISSIONERS FOR THE PURPOSE OF DISCUSSING
LEGAL MATTERS, CONTRACTS and, or PERSONAL MATTERS.

WHEREAS, there exists a need to hold a closed session for the purpose of discussing a matter which falls within the exception of the Open Public Meetings Law, N.J.S.A.10:4-6 et seq to wit: Legal Matters and Contracts

WHEREAS, it is unknown at this time when such discussion that takes place at said closed session may be disclosed to the public

NOW, THEREFORE, BE IT RESOLVED, that the March 19, 2012, meeting of the Board of Fire Commissioners, Fire District No 2 South Brunswick be closed to the public for discussion of the aforesaid; and

BE IT FURTHER RESOLVED, that the matter discussed at said closed session be disclosed to the public when the reasons for discussing and acting on same in closed session no longer exist.

This is to certify that the foregoing is a true copy of a Resolution adopted by the Board of Fire Commissioners at its meeting held on March, 19, 2012.



ROGER S. POTTS/ CLERK