

# Board of Fire Commissioners

Fire District #2

Township of South Brunswick

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Regular Meeting  
Third Monday at 7:00 P.M.  
Monmouth Junction Fire House

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

## ***AGENDA*** ***January 19, 2016*** ***7:00 PM***

- 1. Call to Order and Pledge of Allegiance***
- 2. 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 2015.
- 3. Roll Call***
- 4. Public Comment***
- 5. Approval of Minutes***
  - A. December 21, 2015 Regular Meeting
- 6. Professional Reports***
  - A. Fire Chief
  - B. District Coordinator
  - C. Insurance Chairman
  - D. Treasurer
  - E. Legislative Report
- 7. Old Business***
  - A. Update of Online Auction of Surplus Equipment
- 8. New Business***
  - A. LOSAP Certification for 2015
  - B. Discussion/Approval on Renewal of Photo Copier Maintenance Contract
  - C. Discussion/Approval on Renewal of VFIS Accident & Sickness Policy
  - D. Discussion/Approval on Renewal of VFIS Portfolio Policy
  - E. Discussion/Approval on Renewal of Travelers Workers Compensation Coverage
  - F. Public Hearing on 2016 Budget
  - G. Resolution #16-01, Adoption of 2016 Budget
  - H. Items Timely and Important
- 9. Voucher List***

(See Attached)
- 10. Public Comment***
- 11. Adjournment***

***Voucher List***

|                  |  |                 |
|------------------|--|-----------------|
| <b><i>A</i></b>  | Republic Services #689                 | 269.87          |
| <b><i>B</i></b>  | Kleen-Tec Maintenance, LLC             | 415.00          |
| <b><i>C</i></b>  | Verizon Wireless                       | 256.78          |
| <b><i>D</i></b>  | PSE&G Co.                              | 1,672.75        |
| <b><i>E</i></b>  | Verizon                                | 393.50          |
| <b><i>F</i></b>  | Ready Refresh                          | 42.90           |
| <b><i>G</i></b>  | United Communications Corp.            | 214.41          |
| <b><i>H</i></b>  | OK Enterprises, LLC                    | 1,650.00        |
| <b><i>I</i></b>  | Fire and Safety Services, LTD.         | 617.64          |
| <b><i>J</i></b>  | Continental Fire & Safety              | 4,349.10        |
| <b><i>K</i></b>  | Continental Fire & Safety              | 11,851.56       |
| <b><i>L</i></b>  | Access Health                          | 335.00          |
| <b><i>M</i></b>  | Allied 100, LLC                        | 89.10           |
| <b><i>N</i></b>  | Scott Smith                            | 117.45          |
| <b><i>O</i></b>  | Township of South Brunswick            | 23,465.36       |
| <b><i>P</i></b>  | Township of South Brunswick            | 20,000.00       |
| <b><i>Q</i></b>  | Township of South Brunswick            | 4,075.26        |
| <b><i>R</i></b>  | Campbell Supply Company                | 2,873.30        |
| <b><i>S</i></b>  | Max Finkelstein, Inc.                  | 501.04          |
| <b><i>T</i></b>  | Auto King Parts & Supplies             | 191.70          |
| <b><i>U</i></b>  | CMF Business Supplies, Inc.            | 463.96          |
| <b><i>V</i></b>  | Preferred Batteries                    | 266.28          |
| <b><i>W</i></b>  | Capital One Public Funding, LLC        | 4,222.25        |
| <b><i>X</i></b>  | Travelers – RMD                        | 8,045.00        |
| <b><i>Y</i></b>  | VFIS                                   | 4,331.00        |
| <b><i>Z</i></b>  | Home News Tribune                      | 128.96          |
| <b><i>AA</i></b> | New Pig Corporation                    | 419.83          |
| <b><i>BB</i></b> | In Our Gear, LLC                       | 143.00          |
| <b><i>CC</i></b> | Monmouth Junction Vol. Fire Department | 399.90          |
| <b><i>DD</i></b> | Stewart & Stevenson Power Products LLC | 1,814.46        |
| <b><i>EE</i></b> | McMaster-Carr                          | 223.92          |
| <b><i>FF</i></b> | Fire Security Technologies, Inc.       | 292.50          |
| <b><i>GG</i></b> | Karl's Tire Service, Inc.              | 198.00          |
| <b><i>HH</i></b> | Penn Well Corporation                  | 142.30          |
| <b><i>II</i></b> | Vincze Home Improvement LLC            | 1,900.00        |
| <b><i>JJ</i></b> | Cummins Power Systems, LLC             | 810.98          |
| <b><i>KK</i></b> | Computer Systems and Methods           | 3,285.43        |
| <b><i>LL</i></b> | Witmer Public Safety Group, Inc.       | 975.00          |
| <b><i>MM</i></b> | All Hands Fire Equipment               | 1,072.00        |
| <b><i>NN</i></b> | All Hands Fire Equipment               | 590.48          |
| <b><i>OO</i></b> | East Coast Emergency Lighting Inc.     | 764.94          |
| <b><i>PP</i></b> | East Coast Emergency Lighting Inc.     | 4,834.26        |
| <b><i>QQ</i></b> | <i>QUAKE SAFETY PRODUCTS COAD.</i>     | <i>8,623.20</i> |
| <b><i>RR</i></b> | <i>IEH AUTO PARTS LLC</i>              | <i>75.63</i>    |

approved 2/16/16

REGULAR MEETING  
SOUTH BRUNSWICK TOWNSHIP  
BOARD OF FIRE COMMISSIONERS – DISTRICT #2  
January 19, 2016

**1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

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. Potts  
              Comm. Smith  
              Comm. Wolfe  
              Comm. Young  
              Chairman Spahr

**4. PUBLIC COMMENT**

No one from the floor desired to address the Board.

**5. APPROVAL OF MINUTES**

**A. December 21, 2015 Regular Meeting**

Comm. Potts made a motion to approve the minutes of the December 21, 2015 regular meeting, seconded by Comm. Young.

Roll call: Comm. Potts - yes, Comm. Smith - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Spahr - yes.

**6. PROFESSIONAL REPORTS**

**A. Chief's Report**

Chief Scott Smith reviewed the Fire Department's December 2015 and 2015 Year End activity reports (see attached).

Chief Smith reported that the Fire Department has started the annual mandatory drills, which should be completed by the end of the month.

Chief Smith reported that member Paul Goldilla has successfully completed Firefighter I.

Chief Smith reported that the Fire Department has added one new member, Reilly Wade.

**B. District Coordinator's Report**

Coordinator Scott Smith reviewed the January 2016 Coordinator's Report (see attached).

**C. Insurance Chairman's Report**

Coordinator Smith reviewed the January 2016 Insurance Report (see attached).

Coordinator Smith reported that a member was involved in a minor accident in their personal vehicle in the parking lot of Station 20 when responding to a fire call. The member apparently ran over a patch of black ice and struck the curb on January 17<sup>th</sup>, causing a flat tire. The member had the tire replaced at a cost of \$136.32. Coordinator Smith further reported that the claim was submitted to VFIS and that a check will be issued to the member for the cost of the repair.

#### **D. Treasurer's Report**

Comm. Young reported that there was one deposit since the last meeting. The deposit was made on January 7<sup>th</sup> in the amount of \$100.00 for a donation to the District from resident Candice Sanchez.

Comm. Young reported that he forwarded the information to the auditor so as to prepare the 1099-MISC forms for the Commissioners and one vendor that was paid over \$600.00, which should be ready by the end of the month.

Comm. Young reported that he generated a report showing all transactions for 2015. Comm. Young further reported that it is used to generate the information for the 1099-MISC forms and to document the vendors that were issued payments over \$17,500.00, which has to be listed on the Fire District website.

Comm. Young distributed the status of the 2015 budget to the Commissioners this afternoon, which includes all vouchers on this meeting's list for expenditures from last year. Comm. Young reported that there is approximately \$60,000 in remaining expenses to be encumbered, and that he plans to finalize the 2015 figures by the March meeting. Comm. Young further reported that he also issued a financial report showing the expenses so far in 2016.

#### **E. Legislative Report**

Comm. Potts reported that the two bills to allow Fire Districts to consolidate, one in the Senate and one in the Assembly, were combined and the Assembly bill passed in both houses. Comm. Potts further reported that the bill is on the Governor's desk to be signed or vetoed before the end of the month. The bill allows fire districts in adjoining municipalities to consolidate through resolutions by both fire districts and both municipal governments. Comm. Potts reported that the original bill stated that all districts within a municipality would have to consolidate. The amended bill allows two or more districts in a municipality to consolidate, and that consolidation can only occur if the fire districts approve and pass a resolution.

Comm. Potts reported that another bill that allows fire districts to voluntarily move the February election to the general election in November has been amended.

### **7. OLD BUSINESS**

#### **A. Update of Online Auction of Surplus Equipment**

Coordinator Smith reported that the online auction for the sale of the 1997 Ford F-250 started on December 11, 2015 on the Gov Deals website at a starting price of \$5,500.00 and ended

on January 8, 2016 with a final sale price of \$7,520.00. Coordinator Smith further reported that the district will receive a check in the amount of \$7,144.00 once auction fees are removed, and that he has been in contact with the buyer who will be picking up the truck in the coming days.

## **8. NEW BUSINESS**

### **A. LOSAP Certification for 2015**

Comm. Potts reported that he received a letter from the Fire Chief certifying 18 members who qualified for the LOSAP program in 2015. Comm. Potts further reported that the District Coordinator can post the letter, and that any members who did not qualify have 30 days to file a grievance.

Comm. Potts reported that the LOSAP account started 2015 at \$621,981.85, and ended the year at \$641,456.00.

### **B. Discussion/Approval on Renewal of Photo Copier Maintenance Contract**

Coordinator Smith reported that he received the renewal of the maintenance contract for the photo copier from Image Systems in the amount of \$455.00, which is the same amount as the last three contracts. Coordinator Smith recommended renewing the maintenance contract with Image Systems.

Comm. Young made a motion to renew the photo copier maintenance contract with Image Systems at a cost of \$455.00, seconded by Comm. Wolfe.

Roll call: Comm. Potts - yes, Comm. Smith - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Spahr - yes.

### **C. Discussion/Approval on Renewal of VFIS Accident & Sickness Policy**

Coordinator Smith reported that he received the renewal of the Accident & Sickness policy from VFIS in the amount of \$4,331.00 for the period February 1, 2016 to February 1, 2017. Coordinator Smith further reported that the amount of the policy is \$281.00 less than the previous policy period. Coordinator Smith recommended renewing the Accident & Sickness policy with VFIS.

Comm. Potts made a motion to renew the Accident & Sickness policy with VFIS in the amount of \$4,331.00, seconded by Comm. Wolfe.

Roll call: Comm. Potts - yes, Comm. Smith - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Spahr - yes.

### **D. Discussion/Approval on Renewal of VFIS Portfolio Policy**

Coordinator Smith reported that he has not yet received the renewal packet of the Portfolio policy from VFIS, but was given a total amount of \$32,837.15 for the period February 1, 2016 to February 1, 2017. Coordinator Smith further reported that the amount is \$677.29 more than the previous policy period, and that the policy is paid in two installments. Coordinator Smith reported that the first installment can be paid up to 30 days after the start of the new policy period.

Comm. Wolfe made a motion to renew the Portfolio policy with VFIS in the amount of \$32,837.15, seconded by Comm. Young.

Roll call: Comm. Potts - yes, Comm. Smith - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Spahr - yes.

#### **E. Discussion/Approval on Renewal of Travelers Workers Compensation Coverage**

Coordinator Smith reported that he received the renewal of the Workers Compensation policy from Travelers in the amount of \$8,045.00 for the period February 1, 2016 to February 1, 2017. Coordinator Smith further reported that this amount is for the first installment, with the second installment coming due following the audit. Coordinator Smith recommended renewing the Workers Compensation policy with Travelers.

Comm. Smith made a motion to renew the Workers Compensation policy with Travelers in the amount of \$8,045.00, seconded by Comm. Wolfe.

Roll call: Comm. Potts - yes, Comm. Smith - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Spahr - yes.

#### **F. Public Hearing on 2016 Budget**

Comm. Young reported that following delivery of the budget to Trenton he received and answered several questions from the Department of Community Affairs, which did not affect the numbers of the 2016 budget. Comm. Young further reported that he received an email on January 15<sup>th</sup> from the Division of Local Government Services informing him that the introduced budget was approved and that the district could proceed with the adoption.

Comm. Young presented a summary of the 2016 budget. Total appropriations amount to \$1,161,386.00. The amount to be raised by taxation is \$940,475.00, which is \$40,000.00 higher than the 2015 budget and is Cap compliant. The 2016 ratable base is projected at \$2.054 billion, with a tax rate of 0.46 per hundred.

Comm. Smith made a motion to open the meeting to the public for discussion on the 2016 budget, seconded by Comm. Wolfe. By a voice vote all voted in affirmative.

Following several questions from the public, Comm. Smith made a motion to close the public portion, seconded by Comm. Young. By a voice vote all voted in affirmative.

#### **G. Resolution #16-01, Adoption of 2016 Budget**

Comm. Smith made a motion to approve Resolution #16-01, seconded by Comm. Wolfe.

Roll call: Comm. Potts - yes, Comm. Smith - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Spahr - yes.

#### **H. Items Timely and Important**

Comm. Potts reported that he received a letter from the Board of Elections offering assistance with any questions that may arise during the district elections. It was the consensus of the Board that it was not necessary to pay for the services.

Comm. Smith reported that he was approached by members of the Fire Department asking if the Board would pay for the installation of a chair rail and painting of the member's room at Station 21, as was just completed in the meeting room at Station 20. Comm. Smith reported that he contacted Vincze Home Improvement LLC for an estimate, which is the company that performed the work at Station 20. A quote was provided to perform the work at Station 21 in the amount of \$950.00. Comm. Smith reported that the District has allotted \$5,000.00 in the 2016 budget for maintenance projects at Station 21.

Comm. Smith made a motion to approve the installation of a chair rail and painting of the member's room at Station 21 by Vincze Home Improvement LLC in the amount of \$950.00, seconded by Comm. Potts.

Roll call: Comm. Potts - yes, Comm. Smith - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Spahr - yes.

#### **9. VOUCHER LIST**

Comm. Young reported that the voucher list has been amended to include two additional items; Item #QQ to Quaker Safety Products Corp. in the amount of \$8,623.20; and Item #RR to IEH Auto Parts LLC in the amount of \$75.63.

Comm. Wolfe made a motion to approve the voucher list as amended, seconded by Comm. Smith.

Roll call: Comm. Potts - yes, Comm. Smith - yes, Comm. Wolfe - yes, Comm. Young - yes, Chairman Spahr - yes.

#### **10. PUBLIC COMMENT**

No one from the floor desired to address the Board.

#### **11. ADJOURNMENT**

Comm. Smith made a motion to adjourn seconded by Comm. Young and by a voice vote all voted in affirmative. Meeting adjourned at 7:55 pm.

Respectfully Submitted,

Scott Smith, Fire District Coordinator

Monmouth Junction Volunteer Fire Department  
Monthly Activity Report  
December 2015

**INCIDENT RUNS**

- 2 Structure Fires
- Vehicle Fires
- Dumpster/Compactor/Trash/Refuse Fires
- 1 Trees, Brush, Grass, Mulch Fires
- 1 Fires, Other
- Vehicle Extrications (Jaws)
- Motor Vehicle Accident (No Extrication)
- Rescue Call (Elevator, Trench, Confined Space, High Angle, Animal, etc.)
- 4 Haz-Mat Spill / Leak No Ignition
- Arcing / Shorted Electrical Equipment / Power Line Down / Electrical Problem
- Hazardous Condition
- 1 Service Call (Unauthorized Burning, Water Problem/Leak, Lockout, etc.)
- Assist Police / EMS / Landing Zone
- Stand-By / Cover Assignment
- Dispatched & Cancelled En Route
- 2 Smoke Scare / Odor Removal / Problem
- 11 System Malfunctions
- 17 Unintentional System / Detector Operation
- 4 False Calls
- Other

**43 Total Runs for 220.98 Man-Hours**

**DEPARTMENT ACTIVITIES**

- 2 Board of Fire Commissioners Meeting
- Chief's Meeting
- 1 Line Officer's Meeting
- 1 Regular Department Monthly Meeting
- Relief Association Meeting
- OEM Meeting
- 1 Meetings, Committee Function, Other
- 2 Work Night
- Work Detail
- Drills
- Training Sessions
- Parade/Wetdown
- 1 Public Relations
- Stand-by Assignment (Non-Incident)
- Viewing/Funeral

**237.12 Man-Hours**

**Total Man-Hours for the Month: 458.10**

**Fire Safety:**

*Referrals Sent – 11*

*Responded to Scene – 7*



Monmouth Junction Volunteer Fire Department  
Monthly Activity Report  
Year 2015

**INCIDENT RUNS**

|     |  |
|-----|--|
| 12  | Structure Fires  |
| 17  | Vehicle Fires  |
| 3   | Dumpster/Compactor/Trash/Refuse Fires  |
| 31  | Trees, Brush, Grass, Mulch Fires   |
| 13  | Fires, Other   |
| 8   | Vehicle Extrications (Jaws)  |
| 6   | Motor Vehicle Accident (No Extrication)                                      |
| 5   | Rescue Call (Elevator, Trench, Confined Space, High Angle, Animal, etc.)     |
| 38  | Haz-Mat Spill / Leak No Ignition   |
| 30  | Arcing / Shorted Electrical Equipment / Power Line Down / Electrical Problem |
| 7   | Hazardous Condition  |
| 18  | Service Call (Unauthorized Burning, Water Problem/Leak, Lockout, etc.)       |
| 4   | Assist Police / EMS / Landing Zone   |
| 9   | Stand-By / Cover Assignment  |
| 8   | Dispatched & Cancelled En Route  |
| 25  | Smoke Scare / Odor Removal / Problem   |
| 170 | System Malfunctions  |
| 140 | Unintentional System / Detector Operation                                    |
| 31  | False Calls  |
|     | Other  |

**575 Total Runs for 3,675.47 Man-Hours**

**DEPARTMENT ACTIVITIES**

|    |                                     |
|----|-------------------------------------|
| 14 | Board of Fire Commissioners Meeting |
| 9  | Chief's Meeting                     |
| 12 | Line Officer's Meeting              |
| 12 | Regular Department Monthly Meeting  |
| 4  | Relief Association Meeting          |
| 2  | OEM Meeting                         |
| 3  | Meetings, Committee Function, Other |
| 14 | Work Night                          |
| 0  | Work Detail                         |
| 21 | Drills                              |
| 41 | Training Sessions                   |
| 1  | Parade/Wetdown                      |
| 10 | Public Relations                    |
| 4  | Stand-by Assignment (Non-Incident)  |
| 1  | Viewing/Funeral                     |

**2,845.66 Man-Hours**

**Total Man-Hours for the Year: 6,521.13**

**Fire Safety:**

*Referrals Sent – 155*

*Responded to Scene – 62*

## Fire District Coordinator's Report January 19, 2016

- The new pick-up truck was taken to Agin Signs for lettering on 12-21-2015 and was back the following day. The truck was then taken to East Coast Emergency Lighting on 1-11-2016 for the lighting installation and was back on 1-15-2016.
- Two personal trainers from Ener-G Wellness were at Station 20 on 12-22-2015 to give an orientation session on the proper and safe use of the weight room equipment. I also reviewed the Board policy on the use of the room and had those individuals sign the Hold Harmless agreement that needed to. A total of 29 people went through the training. I have scheduled a second orientation session with one of the personal trainers for 1-28-2016. Following that session, anyone that has not attended one of the two orientations will not be allowed to use the room.
- We received the new Bullard Thermal Imaging Camera from Continental Fire & Safety on 12-23-2015. Our imaging camera that the Board approved to upgrade to the latest technology was picked up by the salesman from Continental on 12-16-2015 and sent back to Bullard.
- Engine 204 was taken to Atlantic-Detroit in Piscataway on 12-28-2015 for diagnosis of the problem with the Jake Brake. It was determined that the truck required a new buffer switch which was ordered and installed. The truck was back in service on 1-8-2016.
- Vincze Home Improvement, LLC was at Station 20 several days starting on 1-6-2016 to install the chair rail and paint the meeting room.
- Mechanics from Public Works installed new tires on Car 210 (2005 Ford Explorer) on 1-6-2016.
- Karl's Tire Service was at Station 21 on 1-10-2016 to replace the tube in a tire on Support Unit 207, which was flat due to rust from the steel rim.
- East Coast Emergency Lighting was at Station 20 on 1-12-2016 to replace (4) emergency lights on Tower 201.
- Comm. Smith installed moisture separators on the truck air lines from the air compressor at Station 21 on 1-12-2016, rather than replacing the air dryer as originally discussed at the December Special Meeting at a cost of nearly \$1,800.00.

### **Insurance:**

- There are items for discussion under New Business for renewal of the Accident & Sickness Policy, Portfolio Policy, and Workers Compensation.



# Monmouth Junction Volunteer Fire Department

P.O. Box 22 · Monmouth Junction · New Jersey · 08852

January 4, 2016

Board of Fire Commissioners  
South Brunswick Township  
Fire District #2  
P.O. Box 114  
Monmouth Junction, NJ 08852

Dear Mr. Chairman,

The Monmouth Junction Vol. Fire Department submits the following list of eighteen (18) active firefighters who have met the qualifications of the Length of Service Awards Program (LOSAP) for the year 2015. As Chief of the Fire Department, I have reviewed the following list and certify that each have met the necessary qualifications.

Ralph Basile  
Matthew Doktor  
David Furch  
Michael Grennen  
Mohammed Junaid  
Adam Kinder

Joseph Malkiewicz  
Daniel Murphy  
Timothy Murphy  
Ronald Neville  
Mark Ragnoli  
Gerald Schwear

James Shearer  
Scott Smith  
Brian Spahr  
Charles Spahr  
Sean Wert  
Douglas Wolfe

Respectfully,

*Scott D. Smith*

Scott D. Smith

# 2016 ADOPTED BUDGET RESOLUTION NO. 16-01

## So. Brunswick Twp. – Fire District No. 2

**FISCAL YEAR: January 1, 2016 to December 31, 2016**

WHEREAS, the Annual Budget for the South Brunswick Fire District No. 2 (the “Fire District”) for the fiscal year beginning January 1, 2016 and ending December 31, 2016, has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of January 19, 2016; and

WHEREAS, the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the adopted budget is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et. seq.); and


WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$1,161,386, which includes amount to be raised by taxation of \$940,475, and Total Appropriations of \$1,161,386; and

WHEREAS, an election shall be held annually on the third Saturday of February in each established fire district to determine the amount to be raised by taxation for the ensuing year;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District at an open public meeting held on January 19, 2016 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2016 and ending December 31, 2016, is hereby adopted and shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$1,161,386, which includes amount to be raised by taxation of \$940,475, and Total Appropriations of \$1,161,386; and

BE IT FURTHER RESOLVED, that the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

BE IT FURTHER RESOLVED, that an annual election shall be held on the third Saturday of February to determine the amount to be raised by taxation for the ensuing year. The results of which shall be subsequently certified to the Division and the Municipal Assessor.

  
(Secretary's Signature)

1-19-2016  
(Date)

### Board of Commissioners Recorded Vote

| Member   | Aye | Nay | Abstain | Absent |
|----------|-----|-----|---------|--------|
| R. Potts | ✓   |     |         |        |
| C. Smith | ✓   |     |         |        |
| D. Wolfe | ✓   |     |         |        |
| T. Young | ✓   |     |         |        |
| C. Spahr | ✓   |     |         |        |