

**THE COMMISSIONERS OF FIRE DISTRICT NO. 1
IN THE TOWNSHIP OF GLOUCESTER, COUNTY OF CAMDEN**

Resolution #

**Authorizing Advertisement for Bids for Financing a Lease
With an Option to Purchase Fire Apparatus**



WHEREAS, The Commissioners of Fire District No. 1 in the Township of Gloucester, County of Camden, have approved the specifications for and have determined that they will advertise for sealed bids for Financing a Lease With an Option to Purchase Firetruck, hereinafter referred to as LEASE.

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

- (1) Specifications are hereby approved and incorporated herein by reference.
- (2) Bids to be submitted shall fully comply with the specifications.
- (3) The Commissioners shall advertise for the receipt of sealed bids for the above named purpose or project.
- (4) Each bid shall be submitted as a written proposal in the manner designated in the instructions to bidders and the specifications and shall be signed by the bidder. The bid shall be enclosed in a sealed envelope bearing the name and address of the bidder on the outside, specifically denoting on said envelope the name of the job for which said bid is submitted and addressed to Board of Fire Commissioners, at Gloucester Township Fire District 1, 22 Eighth Ave., Glendora, NJ 08029. All bids through the mail shall be forwarded to Commissioner John R. Atkinson Jr., 26 Eighth Ave., Glendora, NJ 08029.
- (5) The specifications, instructions to bidders and related documents are on file with and may be obtained upon written or verbal request from the Commissioners' attorney, Richard M. Braslow, 516 Fielders Lane, Toms River, New Jersey 08755 (732) 604-7517, during normal business hours.
- (6) Sealed bids shall be called for and shall be received, opened and read in public at the Gloucester Township Fire District 1, 22 Eighth Ave., Glendora, NJ 08029 at 6:00 p.m., prevailing time, on June 4, 2021.
- (7) Each sealed bid shall be hand delivered or mailed to Board of Fire Commissioners, or to such other designated representative of the Commissioners who will be present at the opening of said bids at the time and place stated for the receipt of sealed bids. **NO BID SHALL BE DELIVERED OR ACCEPTED AFTER THE DATE OR HOUR AS DESIGNATED IN THIS PUBLIC NOTICE.**

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(8) The bid quote shall be net to the Commissioners and shall be excluded from any state and federal taxes.

(9) The contract will be awarded to the lowest, qualified, responsible bidder. The Commissioners reserve the right to reject any and all bids. The Commissioners also reserve the right to waive any insubstantial irregularities in any bid.

(10) A non collusion affidavit in the usual form will be supplied with the specifications. It shall be executed by the person or corporate officers submitting the bid. Said affidavit must be properly notarized. A non-collusion affidavit must accompany each bid. THIS REQUIREMENT WILL NOT BE WAIVED.

(11) An owner's list in accordance with P.L. 1977, Ch. 33, approved March 8, 1977, will also be supplied with the specifications in the usual form. It shall be completed by the person or corporate officers submitting the bid. Said owner's list must accompany each bid. THIS REQUIREMENT WILL NOT BE WAIVED.

(12) All bids shall be accompanied by the appropriate form relative to mandatory equal employment opportunity.

(13) Bidders are required to comply with the applicable statutory requirements and regulations adopted pursuant thereto, including but not limited to P.L. 1975, Ch.127; P.L. 1977, Ch. 33; P.L. 1963, Ch. 150; and P.L. 1933, Ch. 277, including all amendments thereto.

(14) No bidder may withdraw his proposal for a period of 60 days after the opening of bids; all proposals being binding upon all bidders for said 60 day period.

2021 ADOPTED BUDGET RESOLUTION

Gloucester Township FD No. 1

FISCAL YEAR: January 1, 2021 to December 31, 2021

WHEREAS, the Annual Budget for the Gloucester Township FD No. 1 (the 'Fire District') for the fiscal year beginning January 1, 2021 and ending December 31, 2021 has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of December 22, 2020; 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 \$540,094.00 which includes amount to be raised by taxation of \$341,800.00, and Total Appropriations of \$540,094.00; 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 December 22, 2020 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2021 and ending December 31, 2021 is hereby adopted and, shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$540,094.00, which includes amount to be raised by taxation of \$341,800.00, and Total Appropriations of \$540,094.00; 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)

22 Dec 2020
(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Philip Knast	✓			
Gary Emmett	✓			
Woodrow Minner	✓			
John Atkinson	✓			
Howard Brooks	✓			

**THE COMMISSIONERS OF FIRE DISTRICT NO. 1
IN THE TOWNSHIP OF GLOUCESTER, COUNTY OF CAMDEN**

Resolution #

Authorizing Capital Issue on Ballot

WHEREAS, the annual Fire District election is April 20, 2021; and,

WHEREAS, the Fire District shall place on the ballot a question relative to purchase of a firetruck and financing relative to same.

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

- (1) The Commissioners shall place a capital question on the annual election ballot seeking voter approval to purchase a firetruck and undertake lease-purchase financing relative to the purchase.

Wanda D'Amico
Secretary to Commission

3/9/21

Fire District #1
Township of Gloucester
2017 Year End


**RESOLUTION
FOR
LINE ITEM TRANSFERS**

WHEREAS, The Board of Fire Commissioners has determined the necessity of making end of year line item transfers, and

WHEREAS, The laws of the State of New Jersey permits said transfers,

NOW THEREFORE, It is herein RESOLVED that the line item transfers, in accordance with the attached schedule, which schedule has been reviewed and approved by the Board of Fire Commissioners, be and is hereby APPROVED.

DATED: FEB 9, 2021


Secretary

TRANSFER \$ 1,926.88
FROM: LINE ITEM # 5450
TO: LINE ITEM # 5100

TRANSFER \$ 4,018.44
FROM: LINE ITEM # 5450
TO: LINE ITEM # 5110

Fire District #1
Township of Gloucester
FISCAL YEAR 2017

**RESOLUTION
TO CANCEL UNEXPENDED BALANCES**

WHEREAS, The Board of Fire Commissioners has adopted a budget for the New Year 2018, and

WHEREAS, There are appropriation balances at the close of the fiscal year 2017, and

NOWHEREFORE, be it resolved that the Board of Fire Commissioners do hereby cancel all unexpended balances of appropriations.

DATED: FEB 9, 2021


Secretary

LOCAL AUTHORITIES GROUP AFFIDAVIT FORM

PRESCRIBED BY THE NEW JERSEY LOCAL FINANCE BOARD

AUDIT REVIEW CERTIFICATE

We, the members of the Board of Commissioners of Fire District No. 1 of the Township of Gloucester, County of Camden, being of full age and being duly sworn according to law, upon our oath, depose and say:

1. We are duly elected members of the Board of Commissioners of Fire District No. 1 of the Township of Gloucester, County of Camden.

2. We certify, pursuant to N.J.S.A. 40A:5A-17, that we have each reviewed the annual report of audit for the year ended December 31, 2020, and specifically the section of the report of audit entitled "Schedule of Findings and Recommendations."

Name

Signature

Woodrow M. Nunes

Woodrow M. Nunes

JOHN R. ATKINSON JR

John R. Atkinson Jr

Howard F Brooks

Howard F Brooks

GARY A. EMMETT

Gary a Emmett

CHAIRMAN ABSENT

Phil KNAST

Sworn to and subscribed before me
this 9th day of JUNE, 2021

[Signature]

Notary Public of New Jersey

Attest at Law N.J.

Fire District #1
TOWNSHIP OF GLOUCESTER
2021

**FIRE DISTRICT #1
TOWNSHIP OF GLOUCESTER
RESOLUTION
OF
APPOINTMENT
2021**

WHEREAS, There exist a need for the services of a Bank for the deposit of the funds of the Fire District, and an official newspaper for publication.

NOW THEREFORE, Be it resolved by the Board of Fire Commissioners that the following institutions be and are hereby named to provide the services for the Fire District:

HADDON SAVINGS & LOAN - FOR THE DEPOSIT OF FUNDS
And PNC BANK

COURIER POST - FOR PUBLICATION

DATED: 5/13/21


Secretary

Fire District #1
TOWNSHIP OF GLOUCESTER
2021

**RESOLUTION DESIGNATING
INSURANCE CONSULTANT**

WHEREAS, There exist a need for INSURANCE CONSULTANT Services,
and

WHEREAS, Funds are available for this service, and

WHEREAS, The local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that a resolution authorizing the award of contracts for professional services, licensed and regulated by law, without competitive bids be adopted and publicly advertised.

WHEREAS, Said contract for professional services is not subject to the provisions of N.J.S.A. 19:44a-20.4 et seq. as said contract is valued less than \$17,500.00 and

NOW THEREFORE, be it resolved by the Board of Fire Commissioners as follows:

1. That Henry D. Bean & Sons, be and is hereby appointed to provide INSURANCE services for the Board of Fire Commissioners for the fiscal year, to perform the professional services required by the Board, and to receive such compensation as may be responsible for such services.

2. This contract is awarded without competitive bids as a "Professional Service" under the provisions of the Local Public Contracts law because the aforesaid agreement encompasses professional services recognized, licensed and regulated by law, and is of a nature where it is not possible to obtain competitive bids.

BE IT FURTHER RESOLVED, That a copy of this Resolution shall be published as required by law.

DATED: 5/13/21


Secretary

Fire District #1
TOWNSHIP OF GLOUCESTER
2021

**FIRE DISTRICT #1
TOWNSHIP OF GLOUCESTER
RESOLUTION DESIGNATING
CPA – ACCOUNTANT
2021**

WHEREAS, There exist a need for AUDIT Services for the Fire District, and

WHEREAS, Funds are available for this service, and

WHEREAS, The Board has determined that Vince Passarella meets the requirements established by the Board of Fire Commissioners.

WHEREAS, Said professional appointment is not subject to N.J.S.A. 19:44A-20, as the appointment is not in excess of \$17,500.00.

NOW THEREFORE, Be it resolved by the Board of Fire Commissioners as follows:

That the office of Vince Passarella, be and is hereby appointed CPA - ACCOUNTANT to perform the Services required by the Board, and to receive such compensation as may be reasonable for such services.

DATED: 5/13/21



Chairman

Fire District #1
TOWNSHIP OF GLOUCESTER
2021

**FIRE DISTRICT #1
TOWNSHIP OF GLOUCESTER
RESOLUTION DESIGNATING
AUDITOR
2021**

WHEREAS, There exist a need for AUDIT Services for the Fire District, and

WHEREAS, Funds are available for this service, and

WHEREAS, The Board has determined that BOWMAN & COMPANY meets the requirements established by the Board of Fire Commissioners.

WHEREAS, Said professional appointment is not subject to N.J.S.A. 19:44A-20, as the appointment is not in excess of \$17,500.00.

NOW THEREFORE, Be it resolved by the Board of Fire Commissioners as follows:

That BOWMAN and COMPANY, be and is hereby appointed AUDITOR to perform the Services required by the Board, and to receive such compensation as may be reasonable for such services.

DATED: 5/13/21


Chairman

**RESOLUTION DESIGNATING
ATTORNEY**

WHEREAS, There exist a need for ATTORNEY Services, and

WHEREAS, Funds are available for this service, and

WHEREAS, The local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that a resolution authorizing the award of contracts for professional services, licensed and regulated by law, without competitive bids be adopted and publicly advertised.

WHEREAS, Said contract for professional services is not subject to the provisions of N.J.S.A. 19:44a-20.4 et seq. as said contract is valued less than \$17,500.00 and

NOW THEREFORE, be it resolved by the Board of Fire Commissioners as follows:

1. That DAVID F. CARLAMERE, ESQ., be and is hereby appointed to provide ATTORNEY services for the Board of Fire Commissioners for the fiscal year, to perform the professional services required by the Board, and to receive such compensation as may be responsible for such services.

2. This contract is awarded without competitive bids as a "Professional Service" under the provisions of the Local Public Contracts law because the aforesaid agreement encompasses professional services recognized, licensed and regulated by law, and is of a nature where it is not possible to obtain competitive bids.

BE IT FURTHER RESOLVED, That a copy of this Resolution shall be published as required by law.

DATED: 5/13/21


Secretary

**THE COMMISSIONERS OF FIRE DISTRICT NO. 1
IN THE TOWNSHIP OF GLOUCESTER, COUNTY OF CAMDEN**

Resolution #

Authorizing Award of Contract Relative to Financing Bid

WHEREAS, the Fire District advertised for bids relative to firetruck financing; and,
WHEREAS, the lowest bid was received from US Bank and the Commissioners wish
to award a contract concerning same.

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

- (1) An award of contract is hereby made to US Bank based on the bid submitted concerning the financing.
- (2) This award of contract is contingent upon the receipt of positive findings from the Local Finance Board.

Woodrow C. Jensen - secretary
6/9/21

RESOLUTION

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

WHEREAS, the annual report of audit for the year ended December 31, 2020 has been completed and filed with the Board of Commissioners of Fire District No. 1 of the Township of Gloucester, County of Camden pursuant to N.J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body each authority 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 report of audit, and specifically the section entitled "Schedule of Findings and Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the Board of Commissioners have received the annual report of audit, and have specifically reviewed the section entitled "Schedule of Findings and Recommendations", in accordance with N.J.S.A. 40A:5A-17,

NOW THEREFORE BE IT RESOLVED, the Board of Commissioners of Fire District No. 1 of the Township of Gloucester, County of Camden, hereby certifies to the Local Finance Board of the State of New Jersey that each Board member has personally reviewed the annual report of audit for the year ended December 31, 2020 and specifically has reviewed the sections of the report of audit entitled "Schedule of Findings and Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED, that the Secretary of the Fire District is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

I hereby certify this is a true and correct copy of a Resolution adopted at a meeting of the Board of Commissioners on 9 June 2021.

W. Hochman
Secretary
6/9/21
Date

Fire District #1
TOWNSHIP OF GLOUCESTER
2021

**RESOLUTION DESIGNATING
FIRE INSPECTOR**

WHEREAS, There exist a need for FIRE INSPECTOR Services, and

WHEREAS, Funds are available for this service, and

NOW THEREFORE, Be it resolved by the Board of Fire Commissioners as

follows:

1. That NICHOLAS WOODS, be and is hereby appointed to provide FIRE INSPECTOR services for the Board of Fire Commissioners for the fiscal year, to perform the services required by the Board, and to receive such compensation as may be reasonable for such services.

Dated: 5/13/21


Secretary

Fire District #1
TOWNSHIP OF GLOUCESTER
2021

**RESOLUTION DESIGNATING
FIRE OFFICIAL**

WHEREAS, There exist a need for FIRE OFFICIAL Services, and

WHEREAS, Funds are available for this service, and

NOW THEREFORE, Be it resolved by the Board of Fire Commissioners as follows:

1. That Harry D. Woods, be and is hereby appointed to provide FIRE INSPECTOR services for the Board of Fire Commissioners for the fiscal year, to perform the services required by the Board, and to receive such compensation as may be reasonable for such services.

Dated: 5/13/21


Secretary