

**BOARD OF FIRE COMMISSIONERS DISTRICT #1
TOWNSHIP OF EAST AMWELL
MARCH 11, 2020**

The reorganization meeting of the East Amwell Board of Fire Commissioners was opened on March 11, 2020 at 7:30 PM. The following notice was read, "In compliance with the Open Public meetings Act, this meeting was advertised in the February 27, 2020 issue of the Hunterdon County Democrat. Notice of this meeting was forwarded to the Township Clerk's office and posted on the Amwell Valley Fire House bulletin board.

Roll Call:

Tom Ward	Present
John Chiesa	Absent
Marc LaRowe	Present
Paul Carlucci	Present
David Civale	Present
Robert Field	Present

REORGANIZATION: Certification of February 15, 2020 election of David M Civale to three year term as Commissioner, and adoption of the 2020 budget.

OATH OF OFFICE: The oath of office was administered by Tom Ward to David Civale.

ELECTION OF OFFICERS:

A motion was made to elect Tom Ward Chairman by Marc LaRowe, second by Paul Carlucci along with a unanimous favorable vote the motion carried.

A motion was made to elect Paul Carlucci Vice Chairman by Tom Ward, second by David Civale along with a unanimous favorable vote the motion carried.

A motion was made to elect David Civale Secretary by Paul Carlucci, second by Marc LaRowe along with a unanimous favorable vote the motion carried.

A motion was made to elect John Chiesa Treasurer by Tom Ward, second by David Civale along with a unanimous favorable vote the motion carried.

The following Reorganization Resolutions were adopted on motion by Tom Ward, second by David Civale and unanimous favorable vote.

RESOLUTION AUTHORIZING REGULAR MEETING SCHEDULE

WHEREAS, Public Law 1975, Chapter 231, Section 13, 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 public inspections, a schedule of the regular meetings of such public body to be held during the calendar 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

**BOARD OF FIRE COMMISSIONERS DISTRICT #1
TOWNSHIP OF EAST AMWELL
MARCH 11, 2020**

WHEREAS, Public Law 1975, Chapter 231, Section 3-D, provides that where the annual notice or 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 by the Board of Commissioners Township of East Amwell Fire District Number 1, County of Hunterdon, as follows:

1. All regular meetings of the Commissioners shall take place at 7:30 PM on the following dates at the Amwell Valley Fire House, 22 John Ringo Rd, Ringoes, New Jersey:

Wednesday, April 08, 2020	Wednesday, May 13, 2020
Wednesday, June 10, 2020	Wednesday, July 08, 2020
Wednesday, August 12, 2020	Wednesday, September 09, 2020
Wednesday, October 14, 2020	Wednesday, November 11, 2020
Wednesday, December 09, 2020	Wednesday, January 13, 2021
Wednesday, February 10, 2021	

2. A summary of this Resolution shall be published in The Hunterdon County Democrat.

3. A certified copy of this Resolution shall be filed with the Township Clerk and shall be posted on the official bulletin board of the Commissioners.

RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS

WHEREAS the Board of Fire Commissioners Township of East Amwell District Number One, County of Hunterdon, must, by statutory law, publish various items in order to comply with said requirements of statutory law;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners Township of East Amwell District Number One, County of Hunterdon that the Hunterdon County Democrat and the Trenton Times be designated as the official newspapers in which the Commissioners will publish all required notices or other items during the 2020-2021 year pursuant to New Jersey Statutes unless said New Jersey statutory law otherwise mandates that another newspaper be used for said publication.

RESOLUTION TO ADOPT CASH MANAGEMENT PLAN

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

**BOARD OF FIRE COMMISSIONERS DISTRICT #1
TOWNSHIP OF EAST AMWELL
MARCH 11, 2020**

WHEREAS, Subchapter 3, Section 5:31-3.1(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 by the Board of Fire Commissioners Township of East Amwell District Number One, County of Hunterdon, 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 PNC Bank, Northfield Bank, TD Bank, Sun Bank or their successors.
2. The Treasurer is designated as Custodian of all funds and is directed to invest all funds in interest bearing accounts.

*RESOLUTION 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 Board of Fire Commissioners Township of East Amwell District Number One, County of Hunterdon, deem it necessary to provide bonding for the Chairman, Vice Chairman, Treasurer and Secretary of the Fire District as said Treasurer is responsible for the handling of funds for the fire district and all members are listed as signatories,

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners Township of East Amwell District Number One, County of Hunterdon, as follows:

1. All members of the Commission shall each be bonded in the amount of \$50,000.00.

RESOLUTION AUTHORIZING APPOINTMENT OF AUDITOR

WHEREAS, there exists a continuing need for certain auditing services to be provided to the Board of Fire Commissioners Township of East Amwell District Number One, County of Hunterdon, concerning various responsibilities undertaken by the Commissioners; and

**BOARD OF FIRE COMMISSIONERS DISTRICT #1
TOWNSHIP OF EAST AMWELL
MARCH 11, 2020**

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the year 2020-2021; 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 professional service; and

WHEREAS, the Resolution providing for the awarding of a contract for 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. 40A:11-5(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 by the Board of Fire Commissioners Township of East Amwell District Number One, County of Hunterdon, as follows:

1. The firm Bedard, Kurowicki & Company is hereby appointed for assistance in preparation of the 2020 budget, to audit the 2019 records and provide services to the Commissioners and necessary documentation consistent with the requirements and regulations of the Department of Community Affairs and with the New Jersey statutes. This appointment is made pursuant to the proposal as submitted and attached hereto.
2. Notice of this contract shall be published in the Hunterdon County Democrat.
3. This Resolution and the notice of award of contract shall be available for public inspection.

RESOLUTION AUTHORIZING APPOINTMENT OF ATTORNEY

WHEREAS, there exists a continuing need for legal services to be provided to the Commissioners of Fire District Number 1 in the Township of East Amwell, County of Hunterdon, 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 2019-2020; 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 professional service; and

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

**BOARD OF FIRE COMMISSIONERS DISTRICT #1
TOWNSHIP OF EAST AMWELL
MARCH 11, 2020**

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-5(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 by the Commissioners of Fire District Number # 1 in the Township of East Amwell, County of Hunterdon, as follows:

1. Richard M. Braslow, Esq. is hereby appointed to provide legal services to the Commissioners relative 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. Notice of this contract shall be published in The Hunterdon County Democrat.
3. This Resolution and the notice of award of contract shall be available for public inspection.

*RESOLUTION 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 5:31-4.1(e) provides that payment of claims by the Fire District shall be by check on the Fire District and signed by the officers as designated in the Resolution, and

WHEREAS, Subchapter 4, Section 5:31-4.2 further provides that the Commissioners, at their Annual 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 in which compensation for services shall be paid.

NOW THEREFORE BE IT RESOLVED by the Commissioners of Fire District Number One in the Township of East Amwell, County of Hunterdon, as follows:

1. The checks issued by the Commissioners for payment of claims shall be signed by the Chairman or Vice 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 as set forth herein. In the event that the Chairman or Treasurer is unable to sign, then the Secretary or another Commissioner shall sign.

**BOARD OF FIRE COMMISSIONERS DISTRICT #1
TOWNSHIP OF EAST AMWELL
MARCH 11, 2020**

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| 2. The Treasurer, Secretary, and LOSAP Administrator shall each be compensated for services annually in the amount of \$599.00. |
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APPOINTMENTS: A motion was made to have Tom Ward continue as the L.O.S.A.P Administrator by Marc LaRowe, second by Paul Carlucci along with a unanimous favorable vote the motion carried.

MINUTES: Minutes of the February 21, 2020 meeting were presented. At this time a motion was made by Marc LaRowe to accept the minutes. This motion was second by David Civale along with a unanimous favorable vote the motion carried.

TREASURER'S REPORT: The Treasurer report was presented and hereby made part of the minutes of this meeting. At this time a motion was made by Marc LaRowe to accept the treasurer's report. This motion was second by David Civale along with a unanimous favorable vote the motion carried.

Report of receipts, Encumbrances and Disbursements as attached and hereby made part of the minutes of this meeting.

BILLS: The Bills totaling \$9,001.16 as listed on the disbursements sheet attached and hereby made part of the minutes of this meeting. A motion was made to approve the expenditures by Tom Ward, second by Marc LaRowe along with a unanimous favorable vote the motion carried.

CORRESPONDENCE: Chief Robert Fields presented the commissioners with the official write up of Firefighter Brenden Ryan for conduct unbecoming a firefighter. Tom Ward Presented a letter from Rosenbauer.

UNFINISHED BUSINESS: None.

NEW BUSINESS: Tom Ward presented a Resolution making application to the local finance board to borrow up to \$ 165,433.00 to purchase a new Rosenbauer 3000 gallon tender. The attached resolution hereby made part of the minutes of this meeting was accepted on hand vote record on same.

Tom Ward presented that the State of New Jersey had approved a 1.5% supplement to all L.O.S.A.P accounts and all members would receive \$ 22.99 credit to their accounts.

CHIEF'S REPORT: Robert Field requested to use \$ 2,895.00 from the training budget to hold a Pump operator training for our members. Chief Field requested to use \$ 338.00 from the equipment budget to purchase new booster line for the brush truck. A motion was made to approve the expenditures by David Civale, second by Paul Carlucci along with a unanimous favorable vote the motion carried.

**BOARD OF FIRE COMMISSIONERS DISTRICT #1
TOWNSHIP OF EAST AMWELL
MARCH 11, 2020**

COMMENTS FROM THE PUBLIC: The members of the public having no comments. At this time a motion was made by Marc LaRowe to close the public portion. This motion was second by Tom Ward along with a unanimous favorable vote the motion carried.

COMMENTS FROM COMMISSIONERS: Tom Ward welcomed David Civale to the board. David Civale thanked all that voted for him.

As there is no additional business to come before the board at this time a motion was made by Marc LaRowe to adjourn the meeting. This motion was second by Paul Carlucci along with a unanimous favorable vote the motion carried.

David M Civale
Secretary