

**BOARD OF FIRE COMMISSIONERS  
WALL FIRE DISTRICT NO.1  
WALL TOWNSHIP NEW JERSEY**

PO Box 53  
Belmar, NJ 07719  
FAX 732-681-9581  
December 5, 2013

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*The New Jersey open Public meetings law, N.J.S.A. 10:4-6 et seq., was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon.*

*In accordance with the provisions of this Act the Board of Fire Commissioners, Fire District No.1 of the Township of Wall, has caused notice of this meeting to be published by having the date, time, place and agenda to the extent known thereof posted as follows:*

- *Published in the Coast Star on December 27, 2012*
- *Filed written notice with the Township Clerk on December 27, 2012*
- *Posted written notice on the Official Bulletin Board at the Township Municipal Building On December 27, 2012*

**THE USE OF MOBILE COMUNICATIONS DEVICES IS PROHIBITED WHILE THE MEETING IS IN SESSION**

The regular monthly meeting of Wall Fire District No.1 Board of Fire Commissioners was called to order at 7:00 p.m. by President Bill Davenport with a salute to the flag and announcement of the emergency exits.

**ROLL CALL:** Commissioners Stelling, Davenport, Hendrickson, and Miles all present. Commissioner Jeff Kniffin listed as absent.

**Approval of Minutes:** The minutes of the November meeting were approved as submitted on a motion by Commissioner Miles and second by Commissioner Hendrickson. All members voting Aye.

**Correspondence:**

September rent check from Borough of Belmar  
Registration renewal for 1993 KME  
Copy of transmittal sent to State by Mr. Elliot  
Approved 2014 Budget  
Copies of Public Notice sent to Coast Star and Township Clerk

**Approval of Requisitions, Vouchers and Bills:** The bills were approved to be paid on a motion by Commissioner Hendrickson and second by Commissioner Miles. All members voting Aye.

**Director's Report:** It was reported that for the month of November there were (7) alarms and (1) drill. The drill for December will be on Dec. 12<sup>th</sup>. Director attended Fire Safety Commission meeting in Atlantic City. State Fire Extinguisher Law discussed. Also attended the State League of Municipalities Convention while in Atlantic City. A vehicle maintenance software program was presented at the convention. The Board will purchase this program in 2014. There will be many new rules coming from PEOSHA, the Director will be working with the Board attorney to implement new policies related to these new standards. The old standard of fit testing using the banana capsules is no longer accepted by the State of New Jersey. There is a private vendor

that will come and has the capability of testing 60 people a day for a cost of \$1,400.00. All three districts, if interested could share the cost of the testing. Middletown Fire Department also has 3 small machines and for a small fee they would come and do the testing. The Director has applied for 3 Grants, but with no luck. Director and Mr. Sendzik will work on getting the services of a professional Grant Writer. Money was put into the 2014 Budget to cover the cost of the Grant Writer. On December 18 the Director will attending an Incident Investigation for Emergency Vehicles Class, December 10 Legal Issues in the Fire Service Course at the Atlantic City Fire Academy.

**Solicitor's Report:** There will be a Grant Seminar on Feb. 7&8 in Atlantic County. The cost being \$425. Solicitor Sendzik suggest the Board send a representative of the Director to get an idea of what a Grant Writer is looking for when they prepare a Grant. The Board approved to send the Director with Commissioner Hendrickson making the motion and second by Commissioner Davenport.

**Treasurer's Report:** Commissioner Miles reported that the balance in the Investors Checking Account is \$55,667.03. There is a CD coming due on December 12<sup>th</sup>. and was approved to be renewed for a 6 month period. Solicitor Sendzik reported that the State has stressed that Districts should have a separate payroll account and not let third parties have access to the general fund. The Treasurer will look into setting up this account for the start of 2014.

#### **COMMITTEES:**

**House Committee:** Spring Lake Goodwill Fire Company storing one of their vehicles while doing construction in their firehouse.

**Equipment:** Director's car now on the road. The Deputy Chiefs car in for repairs. It needs a new water pump and a front wheel bearing.

**Fire Bureau:** Next meeting is scheduled for January 8<sup>th</sup>. Solicitor Sendzik reported that the first reading of the new fee schedule was presented to the Township Committee, but has not heard anything from Town Hall. The second reading is scheduled for December.

**Legislation:** There is legislation being presented that relates to the OPMA. On bill asks that all meetings be videotaped and published on the districts website. Solicitor Sendzik reminded the Board that everything the Board does is subject to the OPRA and that all requests for records should immediately be referred to the Director.

**Apparatus Committee:** Still an ongoing process, but has not had much response for the truck representatives. The Director has tried to schedule meetings with little results from the vendors.

**Web Site:** Is up and working. There were some problems, they have been resolved and as of now the site is functioning fine.

#### **OLD BUSINESS**

**1. Insurance/Lease Agreement with Fire Company:** Company President Doug Davenport and 2 Trustees have received a copy of the agreement for review and hope to have their decision so the Board can vote at the January Commissioner' meeting.

#### **2. Policy Revision (2<sup>nd</sup> Reading)**

- A. Mandatory Requirements for Fire Officers
- B. Emergency Apparatus and Vehicle Rules and Regulations
- C. Disciplinary Rules and Regulations
- D. Accident/ Incident Reporting and Investigation
- E. Chief/Deputy Chief Vehicle Policy

All above mention Policies were approved by the Board on a motion by Commissioner Miles and second by Commissioner Hendrickson. All members voting Aye.

#### **NEW BUSINESS**

1. Resolution Introducing and Approving 2014 Budget was approved at the last meeting. There will be a special to adopt the 2014 Budget at the December 19<sup>th</sup> workshop meeting.
2. Rules and Regulations of Department Officers (1<sup>st</sup> Reading): was approved to move ahead for second reading on a motion by Commissioner Miles and second by Commissioner Davenport.
3. 2014 Meeting Schedule: The 2014 meeting schedule was approved on a motion by Commissioner Stelling and second by Commissioner Hendrickson. All members voting Aye.
4. Line Item Transfers: Resolution authorizing Line Item Transfers was approved by the Board on a motion by Commissioner Stelling and second by Commissioner Miles. All members voting Aye..
5. The Board passed a Resolution Authorizing the Establishment of an Payroll Account in the Board's Official Depository. The Resolution was approved on an motion by Commissioner Hendrickson and second by Commissioner Miles. The Board Treasurer will handle setting up this account. All members voting Aye.
6. The Board approved to pay for 8 company members to attend the SMCFCA annual December Dinner at a cost of \$15.00 per member. Commissioner Hendrickson making the motion and Commissioner Miles the second. All members voting Aye.

**Miscellaneous:** Nothins

**Public Participation:** Fire Company President Doug Davenport reported that the Lease Agreement and Insurance issue will be resolved by the Company soon. President Davenport was asked if the company had done anything concerning the Inactive Policy adopted by the Company and the Board. He assured the Board that he will look into taking action concerning this issue.

**Good of the Board:** Nothing

**Adjournment:** There being no further business to come before the Board the meeting was adjourned on a motion by Commissioner Miles and second by Commissioner Davenport at 7:51 p.m.

Respectfully Submitted;

Norman R. Stelling  
Secretetary/Clerk