

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

PO Box 53
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May 2, 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 COMMUNICATIONS DEVICES IS PROHIBITED WHILE THE MEETING IS IN SESSION

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

Roll Call: Commissioners Stelling, Davenport, Hendrickson, and Miles all listed as present. Commissioner Kniffin listed as absent.

The minutes of the April meeting were approved as presented on a motion by Commissioner Hendrickson and second Commissioner Miles. Motion passed 4-yes, 0-no.

Correspondences were received from:

- Jay Sendzik affidavit of publication
- Optimum Direct Payment Program Approval
- Letter from Robert Elliot showing what documents were transmitted to Division of Local Government Services.
- PO from Borough of Belmar
- Accident and Sickness Renewal Policy Documents

Approval of Requisitions, vouchers and Bills: the bills were approved to be paid on a motion by Commissioner Davenport and second by Commissioner Hendrickson. Motion passed 4-yes, 0-no.

Auditor's Report: No report given

Chief's Report: Chief Bill Newberry reported that for the month of April there were (10) alarms and (1) drill. Drill for May will be on the 9th. Touch A Truck went fine. All trucks passed their pump tests. There were a few repair issues, and they will be discussed with the Chief Engineer. There are a few engineers coming up for approval. The Chief will work with Commissioner Davenport to get them approved.

Solicitor's Report: Solicitor Sendzik gave a copy of a court case to the Secretary, President, and Chief explaining the use of a Chief's vehicle and how it relates to Worker's Comp. Mr. Sendzik also asked the Board how the money received from FEMA was going to be used. The Board decided to leave the money in the General Fund, and be classified as restricted funds.

Treasurer's Report: Commissioner Miles reported that the balance in the Investors checking account was \$150,186.33. The treasurer's report was approved as read on a motion by Commissioner Stelling, and second by Commissioner Davenport. Motion passed 4-yes, 0-no.

Committees:

House Report: Commissioner Hendrickson reported that there was a problem with parking behind the Route 71 firehouse. Union Fire Company members have a problem parking when responding to calls. Commissioner Hendrickson will get a few signs mounted restricting parking to fire fighters only.

Equipment: Truck 1-75 has a problem with the tachometers, truck 1-77 may need a new primer pump, car 1-67 was serviced and is being detailed.

Fire Bureau: Commissioner Stelling reported that the subject of employees' salaries and benefits was discussed. The financial status of the Fire Bureau was again discussed. The Bureau decided to wait until the annual audit is complete so they have a better idea of where the Bureau stands.

Legislation: Solicitor Sendzik had no updates.

Apparatus Committee: There will another meeting with a Seagrave Rep. and then the Committee will decide on a vehicle they would like to purchase.

Web Site: PDF version of the annual was received from Mr. Elliot and was posted on site. Site is down due to a virus. Board IT person Steve Nash working to get site back up and running.

Old Business

FEMA Public Assistance Grant Program: \$9,378.00 received from FEMA, due about \$2000.00 additional.

Lease Agreement For Fire Headquarters: Solicitor Sendzik still working on agreement. May be completed by the next regular meeting.

Fire Service Agreement: moved and passed on second reading. Motion by Commissioner Stelling second by Commissioner Davenport. Motion passed 4-yes, 0-no.

New Business

Appointment & Authorization to enter into contract with Director of Fire Services:

A Resolution appointing William G. Newberry, Director of Fire Services and an Employment Agreement were both passed by the Board. Motion by Commissioner Stelling, second by Commissioner Hendrickson. Motion passed 4-yes, 0-no.

Director of Fire Services uniform Policy: was moved on first reading on a motion by Commissioner Hendrickson and second by Commissioner Miles. Motion passed 4-yes, 0-no.

Authorization to enter into contract with Paycheck for payroll services: The Board agreed to enter into a contract with Paycheck to handle all payroll and related services for the Director Position. Motion by Commissioner Miles, second by Commissioner Davenport. Motion passed 4-yes, 0-no. Solicitor Sendzik will prepare a Resolution authorizing the Board entering into this contract. A salary Resolution will also be prepared for the Board.

Authorization to enter into contract with Verizon for cell phone service: Solicitor Sendzik and the interview committee thought it would be best that the Director have his own phone supplied by the Fire District. Verizon requires that to get the State Contract pricing 2 cell phones will have to be purchased. Solicitor Sendzik suggested that the other phone be given to the Clerk of the Board. The contract price will be \$117 a month with a startup fee of \$89.96 per phone. The Board approved to enter into this contract on a motion by Commissioner Miles and second by Commissioner Davenport. Motion passed 4-yes, 0-no.

Solicitation of Quotation/Approval of purchases:

A. Survivor LED Alkaline Model Flashlights: 20 lights were approved to be purchased from Skylands Fire Equipment. Motion by Commissioner Hendrickson, second by Commissioner Miles. Motion passed 4-yes, 0-no.

B. Directors Uniform: Three (3) uniform shirts, pants and a Directors Badge were approved to be purchased at a cost not exceed \$500 from Red the Uniform Tailors. Motion by Commissioner Stelling, second by Commissioner Davenport. Motion passed 4-yes, 0-No.

C. Fire Boots: Two (2) sets of Fire Boots had to be purchased at a cost of \$500. Six (6) sets were listed to be purchased in the 2013 Budget.

There will be a mandatory Line Officers meeting authorized by the Board on May 6 at 7:00 p.m. Solicitor Sendzik will be present to explain some to the new changes that have be put into place by the Commissioners and to answer any questions. President Davenport and Vice President Hendrickson were aColso asked to attend. This meeting was approved by the Board on a motion

by Commissioner Hendrickson and second by Commissioner Davenport. Motion passed 4-Yes, 0-No.

The Fire Company has requested that the money received from the Insurance company be transferred into the Fire Company account. This money will go towards the replacement of the cedar shingles with vinyl siding. The chief has prepared an invoice and has received a letter from the President of the Fire Company to this effect. The District Treasurer will make the transfer in the amount of \$24,638.15.

Miscellaneous: Nothing

Public Participation: Company President Doug Davenport will announce to the Fire Company that the Commissioner's have hired Bill Davenport as Director of Fire Services.

Good of the Board: At the June 6th meeting Bill Newberry will serving light refreshments in honor of his appointment as Director. The installation ceremony will be conducted by Monmouth County Clerk Claire French.

Adjournment: the May meeting was adjourned by President Davenport at 8:00 p.m.

Respectfully submitted;

Norman R. Stelling
Secretary/Clerk