

**BOARD OF FIRE COMMISSIONERS  
WALL FIRE DISTRICT NO.1  
WALL TOWNSHIP NEW JERSEY  
OCTOBER 1, 2015**

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

*The New Jersey Open Public Meetings Law, N.J.S.A. 10-4-6 et seq., was enacted to ensure 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 provision of the 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 11, 2014*

*Published in the Asbury Park Press on December 11, 2014*

*Filed written notice with the Township Clerk on December 15, 2014*

*Posted written notice on the Official Bulletin Board at the Township Municipal Building on December 15, 2014*

**Roll Call:**

President William Davenport-Absent

Vice President Robert Hendrickson-Present

Secretary Norman Stelling-Present

Treasurer Edward Miles-Present

Commissioner Roy Curtis-Present

Also in attendance – Director Bill Newberry and Solicitor Jay Sendzik.

**Approval of Minutes:** A motion was made to approve the minutes of the previous meeting as submitted. The motion was moved, second and approved, with all members present voting yes.

**Correspondence:** None

**Approval of Requisitions, Vouchers and Bills:** The Board reviewed the bills that were submitted for payment. A motion was made to pay the bills. The motion was moved, second and approved, with all members present voting yes.

**Chief's Report:** Chief Hendrickson was unable to attend the meeting and sent his regrets. In his absence Director Newberry reported that he along with the Chief had attend a OEM meeting to discuss preparations for the possible hurricane. There was a cleanup and storm prep drill.

**Treasurer's Report:** Commissioner Miles reported that the balance in the Investors Checking Account was \$150,373.73. There being no questions a motion was made to accept the Treasurer's report as submitted. The motion was moved, second and approved with all members present voting yes.

**Committees:**

1. **House Report-** Commissioner Hendrickson and Director Newberry met at the Route 71 firehouse to see what has to be done to solve the drainage problem in the rear of the building. A temporary solution is to install a small drywell in the rear of the lot. The permanent solution would be to repave a section of the parking lot. This project will be probably not be done until 2016.
2. **Equipment-** Everything is in order. There was a problem reported with truck 1-77 concerning the PTO and the generator. It was checked out by our mechanic, who found no problems. Hose and ground ladder testing was completed. All ground ladders passed. One length of 5" hose failed, and has been replaced.
3. **Web Site-** Up and running, no problems.
4. **Fire Bureau-** Salaries and wages were finalized for 2016. The structure of the Bureau is going to change. Joe Rizzitello will become Bureau Deputy Chief and Director Newberry will become Bureau Chief. Because of State Statue Joe will be going to salary. He has agreed to this change. The Bureau fulltime secretary will also be going to salary. Rick Hendrickson will be encouraged to go to salary, will not be required to change. Fire District 1 will receive \$15,000 from the Bureau to cover Director Newberry's time spent managing the Bureau. This is not a salary increase for the Director, but a way to cover his time spent at the Bureau. The Fire Bureau 2002 Blazer was sold at auction for \$2400. Fire District #3 is going to give the Bureau there 2008 Ford F-150. They have no need for the vehicle and the Bureau is in need of another vehicle. Two per diem inspector will be hired to fill in when needed. It was discussed it would be beneficial to have on person handle all payroll, HR issues, PERS, and other financial areas for all the three Fire Districts. This will have to be discussed by the three Districts at their respective Board meetings.

#### Old Business

1. Spring Lake Goodwill Fire Co 2 Vehicle Storage- Commissioner Davenport and Director Newberry met with 7 members of Spring Lake at the route 71 fire house. The original renovation plans for the bar and lounge area have changed. The plan now is to remove the wall between the engine room and the kitchen area, paint the walls and install some type of ceiling. The Director will inform Spring Lake about what we will require to have this project move forward and that we need a decision by their company as soon as possible.
2. Wall Fire 9- The frequency is being transferred to WPW as of the first of the year.
3. Joint Purchase: Vehicle Repair / SCBA bids – Jay is working on bid specs for large and small vehicle repair. That will be a bid spec with Fire District 1 and District 2. District 3 was not interested. We have to go out to bid for our Grant monies that we are purchasing our SCBA's. We are going to establish a due agency bid. We will be purchasing 25 units and District 3 will be purchasing 10 units plus spare bottles.
4. 2015 Seagrave – The truck is almost done and will be here soon. There has been a problem with the title papers, but Solicitor Sendzik has that resolved.

#### New Business

1. Discussion Shared Service Agreement: HR/Benefits Administrator – Because of Director Newberry's increased work load in handling the Bureau he has asked if he can get some assistance with some of the data processing items and other everyday items. The solution would be to bring Gail Tangrede into the our District office one day a week for 8 hours. She would help in administrating pension, benefits, pay and such like that. We would offer her services to the other Fire Districts under a Shared Service Agreement. What is proposed is to bring in Gail starting in January 2016 8 hours a week at \$17.00 a hour. She will be Benefits Administrating, HR, and bookkeeper. She is going to handle all the payroll, all the Benefit coordination, and all the pension contributions for the Director and all Fire District 1 employees, which will be all Bureau employees. She will work with Commissioner Miles on the bookkeeping so printed checks will be available at meetings for signatures. The total investment for her services will be \$7500. If we can get one of the Fire Districts to join on the proposal would be it will be a \$1200 Shared Service fee so that would

offset the cost. A motion was made to proceed with bringing Gail into the District office starting in January 2016 at a cost not to exceed \$8000. With this cost being entered into the 2016 Budget. The motion was moved, second and approved with all members present voting yes.

2. Snow removal 2016 season – The Board will have the Director Newberry check into getting prices for the snow removal for the two buildings.

**Miscellaneous** – Nothing to report

**Public Participation** - None

**Good of the Board** – Nothing to report

**Adjournment** – There being no further business to come before the Board the meeting was adjourned at 8:12 p.m.

Respectfully submitted,

Norman R. Stelling

Secretary/ Clerk of the Board