

**BOARD OF FIRE COMMISSIONERS
WALL FIRE DISTRICT NO.1
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June 25, 2020**

The regular monthly workshop meeting of Wall Fire District No.1, Board of Fire Commissioner was called to order at 7:00 p.m. by President Davenport.

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 provisions 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 Asbury Park Press December 19, 2019*
- *Published in the Coast Star December 26, 2019*
- *Filed written notice with the Township Clerk on December 17, 2019*
- *Posted written notice on the Official Bulletin Board at the Township Municipal Building Dec. 17, 2019*

ROLL CALL:

President - Davenport – Present
Vice President – Hendrickson – Absent
Secretary – Stelling- Present
Treasurer – Miles – Present
Commissioner – Curtis – Present
Also, in attendance Administrator William Newberry

PUBLIC COMMON AGENDA ITEMS: None

APPROVAL OF REQUISITIONS, VOUCHERS AND BILLS: A motion was made by Commissioner Miles and second by Commissioner Stelling to approve the bills as submitted for payment. The motion was moved and approved with all members present voting **YES**.

ADMINISTRATORS REPORT:

1. At the request of the Administrator, a motion was made by Commissioner Miles and second by Commissioner Curtis to open a new direct deposit account to be used for monies received from auctioned vehicles and equipment. The motion was moved and approved with all members present voting **YES**.
2. Deputy Chief Kayal requested that the Board consider establishing policies stating the Who's Responding be the official system for all communication notices. Administrator Newberry will get something put together and send it out.
3. The file room project is on hold for the time being.
4. Apron at the 18th avenue firehouse: French & Parrello Associates have been paid for the preparation of specifications and bid specifications. The Board is onboard to move forward with putting the project out to bid. Hope to have bids received by August 1.

5. In this years Budget the Board approved monies to hire an administrative assistant. It will be 18 hours a week, 3 six hours days, at a starting rate of \$13.25 an hour. The Administrator will move forward with advertising the position and conduct interviews. Hope to award the position at the September meeting. In our Budget this year we put in \$3000 for the intern program, that did not happen. It was suggested that the Board take that money and put it toward repainting the ambulance.
6. Hose testing was done. 1-89 had 1 length of 5" fail, 1-76 had the 5" pony line fail.
7. Doors, we have been trying to get quotes on installing some interior doors in the Administrative building. We received one quote of \$9000. This quote was not considered by the Board. Commissioner Stelling and Administrator Newberry will look into prices for the doors.
8. Administrator Newberry's computer keyboard no longer works. For a new computer the cost is \$1915.00, this will come out of the Director's Line in the Budget which has a balance of \$2131.00. After the purchase of the computer will be \$216. A motion was made by Commissioner Miles and second by Commissioner Curtis to move forward with the purchase. The motion was approved with all members present voting **YES.**
9. In anticipation of the hiring of the new administrative assistant, Inspector Rizzitello was moved into the Administrators office, and he moved into the conference room. A motion was made by Commissioner Curtis and second by Commissioner Miles to purchase a full office set. Which includes a desk, a round table and 2 credenza's delivery and assembly at a cost of \$2107. The motion was moved and approved with all members present voting **YES.**
10. KNOX BOX: The ones we now have in the trucks are now obsolete. To get ahead of any future problems Administrator Newberry suggested that we order a few now. To save money, and buy in bulk, District 1 will order (2) and District 3 will order (7). Our cost will be for the two units \$2332.00.

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 at this time the meeting was adjourned at 8:01 p.m.

Respectfully Submitted;

Norman R. Stelling
Secretary/ Clerk of the Board