

**BOARD OF FIRE COMMISSIONERS
WALL FIRE DISTRICT NO.1
1612 ROUTE 71
P.O. BOX 53
BELMAR, NJ 07719
PHONE: (732)-820-4854
Fax: (732)-974-8055
March 5, 2020
www.wtfd1.com**

The regular monthly meeting of Wall Fire District No.1, Board of Fire Commissioner was called to order at 7:30 with the salute to the flag followed by the announcement of emergency exits 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*

1. Call to Order
2. Flag salute followed by announcement of emergency exits
3. Sunshine Statement
4. Roll Call:
 - President - Davenport – Present
 - Vice President - Hendrickson – Absent
 - Secretary – Stelling – Present
 - Treasurer – Miles – Present
 - Commissioner – Curtis - Absent

2020 REORGANIZATION

- Oath of Office administered to:
 - Commissioner Edward H. Miles, Sr. for 2020-2023 term
 - Commissioner Roy H. Curtis for 2020-2023 term
- Appointing District Officers for 2020:
 - President = W. Davenport Sr.
 - Vice President = R. Hendrickson
 - Treasurer = E. Miles, Sr.
 - Clerk = N. Stelling

Board Committee Assignments for 2020

- Personnel = Stelling & Hendrickson
- House (Route 71 and 18th Ave Leased portion) Hendrickson & Stelling
- Apparatus & Equipment = Davenport & Curtis

- Finance = Stelling & Miles
- LOSAP = Stelling & Hendrickson
- Bureau of Fire Prevention = Stelling & Miles
- Staffing & Response = Hendrickson & Davenport
- Appointing Chief Engineer for 2020 = William Davenport, Sr.
- Appointing Assistant Chief Engineer for 2020 = Roy H. Curtis
- Appointing Bureau of Fire Prevention Chairman 2020 = James Skinner (Wall Fire District 2)
- Appointing Bureau of Fire Prevention Vice Chairman 2020 = Brian Larrison (Wall Fire District 3)
- Approve Cash Management Plan
- Reaffirm District actions, directives, policies and by-laws
- Appointments for 2020
 - Official Depository – Two River Community Bank (a div. of Ocean First)
 - Auditor = Robert Elliott, CPA
 - Council = Jay C. Sendzik, Esq.
 - Account = Steven R. Burns, CPA
 - Newspaper of Record = Asbury Park Press
 - LOSAP Administrator = Clerk N. Stelling
 - Public Information Officer = Administrator W. Newberry
 - Affirmative Action Officer = Clerk N. Stelling
 - Public Agency Compliance Officer = Administrator W. Newberry

A motion was made by Commissioner Stelling and second by Commissioner Miles to approve the entire Reorganization as it's printed on the agenda. The motion was carried and approved with all members present voting **YES.**

MONTHLY BUSINESS MEETING

PUBLIC COMMENTS ON AGENDA ITEMS: None

APPROVAL OF MINUTES: A motion was made by Commissioner Stelling and second by Commissioner Miles to approve the minutes of the previous meetings as submitted. The motion was carried and approved with all members present voting **YES.**

CORRESPONDENCE: None

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

SOLICITOR'S REPORT: Mr. Sendzik had nothing to report.

TREASURER' REPORT: The Treasurer's was not available for the meeting.

COMMITTEES:

1. House Report: Progress
2. Equipment: Progress
3. Fire Bureau: For the month of February there were 54 smoke detector inspections and 113 registrations.

OLD BUSINESS:

1. 2nd Reading of SOP Development Policy and Drug Testing Policy – A motion was made by Commissioner Stelling and second by Commissioner Miles to approve both Policies. The motion was moved and approved with all members voting **YES**.
2. File Room/Garage Office Prof Services – A motion was made by Commissioner Stelling and second by Commissioner Davenport to accept the proposal from Sonnenfeld and Trocchia in the amount of \$2,500. The motion was moved and approved with all members voting **YES**.
3. 18th Avenue Apron Project – A motion was made by Commissioner Davenport and second by Commissioner Stelling to accept the proposal from French & Perrello Consulting Engineers at a cost of \$13,400.20. The motion was moved and approved with all members present voting **YES**.

NEW BUSINESS:

1. Authorizing Advertisement of Part-Time Administrative Assistant – A motion was made by Commissioner Miles and second by Commissioner Stelling authorizing Director Newberry to move forward with the advertisement for an Administrative Assistant at an hourly rate of \$14.00 and not to exceed 28 hour a week. The motion was moved and approved with all members present voting **YES**.
2. Authorizing Participation in Township Summer Intern Program May 11, 2020 through Sept. 4, 2020 – A motion was made by Commissioner Miles and second by Commissioner Davenport to participate in the Township Summer Intern Program. The hourly rate to be \$9.25 and not to exceed 18 hours a week. The motion was moved and approved with all members present voting **YES**.
3. Authorizing acceptance of donated vehicle from South Belmar First Aid Squad – A motion was made by Commissioner Miles and second by Commissioner Davenport authorizing the acceptance of the donate vehicle. The motion was moved and approve with all members present voting **YES**.
4. Authorizing purchase of 4 new sets of PPE – A motion was made by Commissioner Stelling and second by Commissioner Davenport to purchase the 4 sets of PPE at a cost not to exceed \$12,000. The motion was move and approved with all members voting **YES**.

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 7:45 p.m.

Respectfully Submitted,

Norman R. Stelling
Secretary/ Clerk of the Board