

MONTVILLE TOWNSHIP FIRE DISTRICT NO. 3

Regular Meeting
April 20, 2016

The Board of Fire Commissioners, Fire District No. 3, held a regular meeting on Wednesday, April 20, 2016, 47 Bloomfield Avenue, Pine Brook, New Jersey 07058 at 7:00 PM.

Present: Anthony Speciale, Ronald R. Cain Jr. and Donald Hainzl.

Absent: Timothy Wright and Edward Rosenbergen Sr.

Also present Fire Official Robert Schmitt and Fire Chief James Schmitt

Chairman Speciale called the meeting to order at 7:00 PM.

Statement of Open Public Meeting Act Compliance read by Chairman Speciale

Chairman Speciale led the flag salute.

Committee Reports:

Building & Grounds: No Report

Liaison to Volunteers: No Report

Correspondence: No Report

Liaison to Fire Prevention: No Report

Insurance: R. Cain Jr. reported we are working on the renewals for our policies.

Budget & Finance: Tax levy check has been picked up and deposited

Trucks: No Report

Motion by D. Hainzl to open meeting to the public seconded by R. Cain Jr. No public comments. Motion by R. Cain Jr. to close public session seconded by D. Hainzl.

Fire Chiefs Report: 15 Alarms 1 Drill

Chief James Schmitt reported that they have begun the process of looking at a new truck. He was reminded the Board is not looking into purchasing until at least 2018. When they get closer to the time of purchase he requested 2 Commissioners sit in with the Truck Committee.

Chief Schmitt requested 3 pairs of boots @ \$208.10 each. Motion by R. Cain to purchase 3 pairs of boots seconded by D. Hainzl. He also mentioned that they have 400 feet of 5" hose that does not fit on 379. He would like to purchase 200 feet more to put on 376. Chief Schmitt presented a quote for a drill from FFI for hybrid cars and new vehicle technology, cost of drill is \$595.00.

Motion by D. Hainzl to accept the Fire Chiefs Report seconded by R. Cain Jr.

Fire Official Robert Schmitt has followed up with Township of Montville on the Pine Brook Motel. Motion by D. Hainzl to accept the Fire Prevention Report seconded by R. Cain Jr.

Motion by D. Hainzl to accept the minutes of March 16, 2016 seconded by R. Cain Jr. Roll Call: D. Hainzl-Yes, R. Cain Jr.-Yes, A. Speciale-Yes, E. Rosenbergen Sr.-Absent and T. Wright-Absent.

Motion by R. Cain Jr. to accept the Financial Report seconded by D. Hainzl. Roll Call: D. Hainzl-Yes, R. Cain Jr.-Yes, A. Speciale-Yes, T. Wright- Absent and E. Rosenbergen Sr.- Absent.

Additional bills: Lil Geeks \$540.00 J. Eckert Locksmiths Inc. \$108.00

Motion by R. Cain Jr. to pay bills submitted seconded by D. Hainzl. Roll Call: D. Hainzl-Yes, R. Cain Jr.-Yes, A. Speciale-Yes, E. Rosenbergen Sr.-Absent and T. Wright-Absent.

R. Cain Jr. reported that proposals were requested from three vendors for the Project to paint the vinyl shakes Station No. 1. Two companies responded and provided the required documentation: Steven Rizio Painting Contractors \$9,800.00 and R.J. Michaels & Co. Inc. \$24,900.00. Motion by R. Cain Jr. to award the project to Steven Rizio Painting Contractors for \$9,800.00 seconded by D. Hainzl. Roll Call: D. Hainzl-Yes, R. Cain Jr.-Yes, A. Speciale-Yes, E. Rosenbergen- Absent and T. Wright- Absent.

Motion by R. Cain Jr. to adopt Resolution 2016-08 seconded by D. Hainzl.

RESOLUTION 2016-08

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of every unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2015 has been filed by a Registered Municipal Accountant with the Secretary of the Board as per the requirements of N.J.S.A. 40A:5A-15, and a copy has been received by each member of the authority, and

WHEREAS, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34, and

WHEREAS, the Local Finance Board has promulgated a regulation requiring that the governing body of each authority shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the authority have reviewed, as a minimum, the sections of the annual audit entitled: "General Comments" and "Recommendations", and

WHEREAS, the members of the authority have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled: "General Comments" and "Recommendations", as evidenced by the group affidavit form of the governing body, and

WHEREAS, such resolution of certification shall be adopted by the Authority no later than forty-five days after the receipt of the annual audit, as per the regulations of the Local Finance Board, and

WHEREAS, All members of the authority have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, Failure to comply with the promulgation's of the Local Finance Board of the State of New Jersey may subject the members of the authority to the penalty provisions of R.S. 52:27BB-52 – to wit:

R.S. 52:27BB-52 – "A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey and order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office."

NOW, THEREFORE BE IT RESOLVED, That the Board of Fire District No. 3, Township of Montville, hereby states that it has complied with the promulgation of the Local Finance Board of the State of New Jersey dated July 30, 1968 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT A MEETING HELD ON April 20, 2016.

Edward Rosenbergen, District Clerk

Roll Call: D. Hainzl-Yes, R. Cain Jr.-Yes, A. Speciale-Yes, E. Rosenbergen Sr.-Absent and T. Wright- Absent.

R. Cain Jr. reported the Xerox Copier in Fire Prevention was purchased in 2002 and after June 2016 it will no longer be supported by Xerox. He presented a quote for a new Xerox Copier \$10,465.00. Following discussion Motion by D. Hainzl to purchase this copier seconded by R. Cain Jr. Roll Call: D. Hainzl-Yes, R. Cain Jr.-Yes, A. Speciale-Yes, E. Rosenbergen Sr.-Absent and T. Wright-Absent.

Joint Commissioners meeting April 27, 2016, 7:00 PM.

Motion by D. Hainzl to adjourn meeting seconded by R. Cain Jr.

Meeting adjourned at 7:28 PM.

Respectfully submitted,

Kathleen Cain
Recording Secretary

April 20, 2016
Monthly Chief Report
March 2016

Fire Alarms: 15
Drill: 1

Mileage on Chief Vehicle: 9,900

Submitted by,

Chief Jim Schmitt

Fire Prevention Report

Monthly Report

April 20, 2016

SDI/CO Inspections:

1. 9 Bogert Road, Pine Brook
2. 20 Cheryl Road, Pine Brook
3. 5 Independence Ct., Montville
4. 45 Gathering Road, Pine Brook
5. 21 Hilldale Road, Pine Brook
6. 79 Hook Mountain Road, Montville
7. 19 Buckingham Circle, Pine Brook
8. 16 @ Rachel Garden Apartments

Waiver of Site Plan:

1. PMISC16-12, Paradigm – 25 Riverside Drive

Please see the attached reports for all inspections, re-inspections and violations issued this month.

Mileage on Fire Prevention Vehicle: 5,021

Yours in Fire Safety,

Robert G. Schmitt
Fire Official

	Township of Montville Fire District #3				
	Budget Summary				
			Apr. 20, 2016		
	<u>Disbursements</u>	<u>Budget</u>	<u>Spent</u>	<u>Encumbered</u>	<u>Balance</u>
1	Telephone	\$6,000.00	\$1,923.73		\$4,076.27
2	Electricity	\$15,000.00	\$2,967.07		\$12,032.93
3	Heat & Fuel	\$14,000.00	\$3,601.00		\$10,399.00
4	Gas & Diesel	\$9,000.00	\$342.92		\$8,657.08
5	Fire Suppression Supplies	\$50,233.00	\$3,471.73	\$5,486.40	\$41,274.87
6	Maintenance Trucks	\$60,000.00	\$3,108.18		\$56,891.82
7	Maintenance House	\$60,000.00	\$11,754.55		\$48,245.45
8	Radio Equipment	\$20,000.00	\$8,534.90		\$11,465.10
9	Water & Sewer	\$1,200.00	\$283.10		\$916.90
10	Stationery	\$1,500.00	\$344.65		\$1,155.35
11	Legal Fees	\$5,000.00	\$1,848.93		\$3,151.07
12	Capital - New Truck	\$100,000.00			\$100,000.00
13	School	\$3,500.00	\$625.00	\$500.00	\$2,375.00
14	Audit	\$12,000.00	\$11,475.00		\$525.00
15	Insurance	\$77,000.00	\$20,570.64		\$56,429.36
16	Tech Manuals	\$500.00	\$29.00		\$471.00
17	Death Benefit Fund	\$4,000.00			\$4,000.00
18	Stipends - Election	\$250.00	\$225.00		\$25.00
19	Stipends - Commissioners	\$3,500.00			\$3,500.00
20	Stipends - Secretary	\$25,000.00	\$8,103.20		\$16,896.80
21	Clothing Allowance	\$26,000.00			\$26,000.00
22	Fire Prevention Bureau Expense	\$100,000.00	\$23,793.40		\$76,206.60
23	Advertising & Promotion	\$14,000.00	\$10,981.22		\$3,018.78
24	Employee Benefits	\$12,317.00	\$12,317.00		\$12,317.00
25	Capital New Equipment	\$20,000.00			\$20,000.00
	Total Budget	\$640,000.00	\$126,300.22	\$5,986.40	\$520,030.38

BILLS SUBMITTED FOR PAYMENT

April 20, 2016

Daily Record	PO 16-03	Synopsis	\$ 161.72
JCP&L	PO 16-05	Electrical Service	\$ 928.26
Maria Pensado	PO 16-08	Firehouse Maintenance	\$ 402.39
Murphy McKeon	PO 16-09	Audit Letter	\$ 135.00
NJNG Co.	PO 16-11	Natural gas service	\$ 687.14
Optimum	PO 16-12	Station No. 1	\$ 394.47
Pinto of Montville	PO 16-13	Garbage/Recycling pickup	\$ 175.69
Township of Montville	PO 16-14	Gas/Fuel December	\$ 344.87
Verizon Wireless	PO 16-15	Chief Cell Phone	\$ 97.16
		Fire Prevention	\$ 35.22
Xerox	PO 16-16		\$ 47.00
Rich F. Bird Assoc. LLC	PO 16-17	Truck Repair	\$ 590.00
Home Depot	PO 16-18	Supples Ck#5849	\$ 14.97
NJ Casualty Insurance	PO 16-25	Workmens Compensation	\$14,031.00
Mark W. Janton	PO 16-24	Gas Line 86 River Rd/repair Sta. 2	\$ 1,290.00
Clean Air Company	PO 16-51	Exhaust system Maintenance	\$ 931.00
Minerva Cleaners	PO 16-53	Turnout gear	\$ 35.00
NJ Fire Equip	PO 16-58	Radio Holders	\$ 312.25
NJSAFD	PO 16-61	Dues	\$ 300.00
Zep Sales	PO 16-62	Truck Wash	\$ 258.18
Enforsys	PO 16-63	Personnel & Training Records	\$ 257.25

Mathew Bender	PO 16-65	NJ registration FP	\$ 211.00
United Fire Sprinkler	PO 16-66	Annual inspection	\$ 150.00
Verner Cadby	PO 16-67	Oil Change FP SUV	\$ 41.59
Nisivoccia		2015 Audit	\$11,475.00
TOTAL			\$33,291.19