

MONTVILLE TOWNSHIP FIRE DISTRICT NO. 3

Reorganization Meeting and Regular Meeting
March 16, 2016

The Board of Fire Commissioners, Fire District No. 3, held a Reorganization and Regular meeting on Wednesday, March 16, 2016, 47 Bloomfield Avenue, Pine Brook, New Jersey 07058 at 7:00 PM.

Present: Anthony Speciale, Ronald R. Cain Jr., Timothy Wright, Edward Rosenbergen Sr. and Donald Hainzl.

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

Oath of Office was administered to Ronald R. Cain Jr. and Timothy J. Wright

Reorganization of Officers

Motion by R. Cain Jr. to appoint D. Hainzl temporary Chairman for the purpose of electing Chairman, seconded by E. Rosenbergen.

Motion by E. Rosenbergen to nominate Anthony Speciale as Chairman seconded by R. Cain Jr. No further nominations, motion by R. Cain Jr. to close nominations seconded by T. Wright. Secretary cast one vote

Motion by E. Rosenbergen to nominate Ronald R. Cain Jr. as Vice Chairman, seconded by T. Wright. No further nominations, motion by T. Wright to close nominations seconded by D. Hainzl. Secretary cast one vote

Motion by D. Hainzl to nominate Timothy J. Wright as Treasurer seconded by R. Cain Jr. No further nominations, motion by R. Cain Jr. to close nominations seconded by D. Hainzl. Secretary cast one vote

Motion by D. Hainzl to nominate Edward Rosenbergen Sr. as District Clerk, seconded by R. Cain Jr. No further nominations, motion by R. Cain Jr. to close nominations seconded by D. Hainzl. Secretary cast one vote

Chairman Speciale said all committee will stay the same

Committee Reports:

Building & Grounds No Report

Liaison to Volunteers: No Report

Correspondence: No Report

Liaison to Fire Prevention: No Report

Insurance: No Report

Budget & Finance: No Report

Trucks: No Report

Motion by D. Hainzl to open meeting to the public seconded by E. Rosenbergen. Asst. Chief Don Welter congratulated the Commissioners. Motion by R. Cain Jr. to close public session seconded by E. Rosenbergen.

Fire Chiefs Report: 15 Alarms 1 Drill

R. Cain Jr. said he would like to see the Fire Chief and The Fire Official put the mileage of their respective vehicles on the monthly report so the Board can keep track of scheduling maintenance.

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

Motion by D. Hainzl to accept the Fire Prevention Report seconded by T. Wright.,

Motion by R. Cain Jr. to accept the minutes of February 17, 2016 seconded by E. Rosenbergen. Roll Call: T. Wright-Yes, D. Hainzl-Yes, E. Rosenbergen-Yes, R. Cain Jr. -yes and A. Speciale-Abstain.

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

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

Chairman Speciale discussed the quotes for painting the shakes on the firehouse. Secretary will obtain 3 quotes for Aprils meeting for discussion.

R. Cain Jr. and E. Rosenbergen provided the quotes for Lawn Maintenance for the 2016 season. Five proposals were mailed out, 2 were returned. LTI and Eric Brauchle Lawn Services LLP. Motion by E. Rosenbergen to hire LTI as his prices were considerably lower than the other proposal received seconded by T. Wright. All in favor

Resolution No. 2016-02
THE COMMISSIONERS OF FIRE DISTRICT NO. 3
IN THE TOWNSHIP OF MONTVILLE, COUNTY OF MORRIS

Authorizing Appointment of Auditor
for the 2016 Year

WHEREAS, there exists a continuing need for certain auditing services to be provided to the Commissioners of Fire District No. 3 in the Township of Montville, County of Morris concerning various responsibilities undertaken by said Commissioners; and,

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the 2016 year; and,

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq, provides that a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and,

WHEREAS, the subject resolution providing for the awarding of this contract relative to professional services, and the notice of award of said contract shall be made available for public inspection; and,

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i) provides that a notice of the award of said contract be published in a newspaper, said advertisement stating the nature, duration and amount of the contract.

NOW, THEREFORE, be it RESOLVED, by the Commissioners of Fire District No. 3 in the Township of Montville, County of Morris as follows:

The firm of Nisivoccia & Company LLP, is hereby appointed to provide auditing services to the Commissioners and assistance in preparation of the 2016 budget and for establishment and maintenance of the necessary documentation consistent with the requirements and regulations at a cost not to exceed \$12,000.00.

This Resolution and the notice of award of contract shall be available for public inspection.

CERTIFICATION

I, Edward J. Rosenberg Sr., District Clerk of the Board of Fire Commissioners Fire District No. 3, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Board at a meeting held on March 16, 2016.

Dated: March 16, 2016


District Clerk

Resolution 2016-03

THE COMMISSIONERS OF FIRE DISTRICT NO. 3
IN THE TOWNSHIP OF MONTVILLE, COUNTY OF MORRIS

Medical Facility
2016

WHEREAS, there exists a need for designating a Medical Facility for the Commissioners of Fire District No. 3 in the Township of Montville, concerning various responsibilities undertaken by the Commissioners; and,

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the year of 2016; and,

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq., provides that a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and,

WHEREAS, the subject resolution providing for the awarding of a contract relative to professional services and the notice of the award of contract shall be available for public inspection; and,

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i), provides that a notice of the award of said contract shall be published in a newspaper, said advertisement stating the nature, duration and amount of the contract.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 3 in the Township of Montville, County of Morris, as follows:


Morristown Memorial Hospital, Atlantic Health System is hereby appointed to provide Medical Services to the Commissioners relative to any and all issues presented to the Commissioners pursuant to any of its obligations or responsibilities.

This resolution and the notice of award of contract shall be available for public inspection.

CERTIFICATION

I, Edward J. Rosenbergen Sr., District Clerk of the Board of Fire Commissioners Fire District No. 3, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Board at a meeting held on March 16, 2016.

Dated: March 16, 2016


District Clerk

Resolution No. 2016-04
THE COMMISSIONERS OF FIRE DISTRICT NO. 3
IN THE TOWNSHIP OF MONTVILLE COUNTY OF MORRIS

Designation of Official Newspaper for
Publications for the 2016 Year

WHEREAS, the Commissioners of Fire District No. 3 in the Township of Montville, County of Morris, must, by statutory law, publish various items in order to comply with said requirements of statutory law; and

WHEREAS, the Commissioners are desirous of designating a newspaper as the official newspaper in which the Commissioners may publish it's various items during the 2015 year.

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq. provides that a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and

WHEREAS, the subject resolution providing for the awarding of a contract relative to professional services and the notice of the award of contract shall be available for public inspection; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i), provides that a notice of the award of said contract shall be published in a newspaper, said advertisement stating the nature, duration and the amount of the contract.

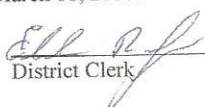
NOW, THEREFORE be it RESOLVED, by the Commissioners of Fire District No. 3 in the Township of Montville, County of Morris, as follows:

1. The official Newspaper in which the Commissioners will publish all required notices or other items during the 2016 year pursuant to New Jersey statutes shall be the **Daily Record**, at a cost of \$800.00

CERTIFICATION

I, Edward J. Rosenbergen Sr., District Clerk of the Board of Fire Commissioners Fire District No. 3, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Board at a meeting held on March 16, 2016.

Dated: March 16, 2016.


District Clerk

Resolution No. 2016-04
THE COMMISSIONERS OF FIRE DISTRICT NO. 3
IN THE TOWNSHIP OF MONTVILLE COUNTY OF MORRIS

Designation of Official Newspaper for
Publications for the 2016 Year

WHEREAS, the Commissioners of Fire District No. 3 in the Township of Montville, County of Morris, must, by statutory law, publish various items in order to comply with said requirements of statutory law; and

WHEREAS, the Commissioners are desirous of designating a newspaper as the official newspaper in which the Commissioners may publish its various items during the 2016 year.

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq. provides that a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and

WHEREAS, the subject resolution providing for the awarding of a contract relative to professional services and the notice of the award of contract shall be available for public inspection; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i), provides that a notice of the award of said contract shall be published in a newspaper, said advertisement stating the nature, duration and the amount of the contract.


NOW, THEREFORE be it RESOLVED, by the Commissioners of Fire District No. 3 in the Township of Montville, County of Morris, as follows:

1. The official Newspaper in which the Commissioners will publish all required notices or other items during the 2016 year pursuant to New Jersey statutes shall be the **Daily Record**, at a cost of \$800.00

CERTIFICATION

I, Edward J. Rosenbergen Sr., District Clerk of the Board of Fire Commissioners Fire District No. 3, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Board at a meeting held on March 16, 2016.

Dated: March 16, 2016.


District Clerk

RESOLUTION 2016-05

THE COMMISSIONERS OF FIRE DISTRICT NO. 3
IN THE TOWNSHIP OF MONTVILLE, COUNTY OF MORRIS

Authorizing Appointment of Attorney
for the 2016 Year

WHEREAS, there exists a continuing need for legal services to be provided to the Commissioners of Fire District No. 3 in the Township of Montville, concerning various responsibilities undertaken by the Commissioners; and,

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the year of 2016; and,

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq., provides that a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and,

WHEREAS, the subject resolution providing for the awarding of a contract relative to professional services and the notice of the award of contract shall be available for public inspection; and,

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i), provides that a notice of the award of said contract shall be published in a newspaper, said advertisement stating the nature, duration and amount of the contract.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 3 in the Township of Montville, County of Morris, as follows:


Anthony Bucco, with the firm of Murphy, Hubner, McKeon P.C., is hereby appointed to provide legal services to the Commissioners relative to any and all issues presented to the Commissioners pursuant to any of its obligations or responsibilities, at a cost of \$4,200.00.

This resolution and the notice of award of contract shall be available for public inspection.

CERTIFICATION

I, Edward J. Rosenbergen Sr., District Clerk of the Board of Fire Commissioners Fire District No. 3, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Board at a meeting held on March 16, 2016.

Dated: March 16, 2016


District Clerk

Resolution 2016-06

THE COMMISSIONERS OF FIRE DISTRICT NO. 3
IN THE TOWNSHIP OF MONTVILLE, COUNTY OF MORRIS

Authorizing Financial Institution
2016

WHEREAS, there exists a need for designating a Financial Institution for the Commissioners of Fire District No. 3 in the Township of Montville, concerning various responsibilities undertaken by the Commissioners; and,

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the year of 2016; and,

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq., provides that a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and,

WHEREAS, the subject resolution providing for the awarding of a contract relative to professional services and the notice of the award of contract shall be available for public inspection; and,

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i), provides that a notice of the award of said contract shall be published in a newspaper, said advertisement stating the nature, duration and amount of the contract.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 3 in the Township of Montville, County of Morris, as follows:


Lakeland Bank, 166 Changebridge Road, Montville, New Jersey and/or Kearny Federal Bank, Changebridge Road, Montville, New Jersey are hereby appointed to provide financial services to the Commissioners relative to any and all issues presented to the Commissioners pursuant to any of its obligations or responsibilities.

This Resolution and the notice of award of contract shall be available for public inspection.

CERTIFICATION

I, Edward J. Rosenbergen Sr., District Clerk of the Board of Fire Commissioners Fire District No. 3, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Board at a meeting held on March 16, 2016.

Dated: March 16, 2016


District Clerk

Resolution No. 2016-07
THE COMMISSIONERS OF FIRE DISTRICT NO. 3
IN THE TOWNSHIP OF MONTVILLE COUNTY OF MORRIS

Designation of Official Payroll Company

WHEREAS, the Commissioners of Fire District No. 3 in the Township of Montville, County of Morris, must, by statutory law, publish various items in order to comply with said requirements of statutory law; and

WHEREAS, the Commissioners are desirous of designating a Payroll Company for the 2016 year;


NOW, THEREFORE be it RESOLVED, by the Commissioners of Fire District No. 3 in the Township of Montville, County of Morris, as follows:

1. The official Payroll Company for the 2016 year will be Olympic Payroll Services, 64 US HWY 46 West, Pine Brook, NJ, at a cost not to exceed \$1,000.00.

CERTIFICATION

I, Edward J. Rosenbergen Sr., District Clerk of the Board of Fire Commissioners Fire District No. 3, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Board at a meeting held on March 16, 2016.

Dated: March 16, 2016


District Clerk

Roll Call:

A. Speciale yes
R. Cain Jr. yes
E. Rosenbergen yes
T. Wright yes
D. Hainzl yes

Motion by R. Cain Jr. to Adopt Resolutions 2016-2 – 2016-7 seconded by D. Hainzl. Roll Call: T. Wright-Yes, D. Hainzl-Yes, E. Rosenbergen-Yes, R. Cain Jr.-Yes and A. Speciale-Yes.

No further business brought before the Board, motion by R. Cain Jr. to adjourn meeting seconded by T. Wright.

Meeting adjourned at 7:15 PM.

Respectfully submitted,

Kathleen Cain
Recording Secretary



Pine Brook Vol. Fire Department

DISTRICT 3 P. O. BOX 204
PINE BROOK, NEW JERSEY 07058

March 16, 2016

**Monthly Chief Report
February 2016**

Fire Alarms: 15

Drills: 1

Submitted by,

Chief Jim Schmitt



PINE BROOK FIRE PREVENTION BUREAU

47 Bloomfield Avenue
P.O. Box 204
Pine Brook, New Jersey 07058-2040
Tel: 973-227-5504 • Fax: 973-227-3232

Monthly Report
March 16, 2016

SDI/CO Inspections:

1. 1 Gabriel Drive, Montville
2. 14 @ Rachel Garden Apartments

Fire Permit:

1. Kasica Construction LLC, re: Warren Manufacturing – torch down rubber roof

Waiver of Site Plan:

1. PMISC16-10, Global Address Me Inc. – 30 Chapin Rd.
2. PMISC16- , A Box Automation Corp. – 45 Rt. 46.
3. PMISC16-08, RBR Investment – 321 Changebridge Rd.
4. PMISC16-07, The Brook Salon & Spa – 34 Route 46 W.
5. PMISC16-06, MeWe Art – 321 Changebridge Rd.
6. PMISC16- , Volta Belting USA – 60 Chapin Rd.

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

Yours in Fire Safety,

Robert G. Schmitt
Fire Official

Township of Montville Fire District #3

Budget Summary

Mar. 16, 2016

Disbursements

Budget

Spent

Encumbered

Balance

1 Telephone	\$6,000.00	\$1,432.10		\$4,567.90
2 Electricity	\$15,000.00	\$2,038.81		\$12,961.19
3 Heat & Fuel	\$14,000.00	\$2,913.86		\$11,086.14
4 Gas & Diesel	\$9,000.00	\$19.60		\$8,980.40
5 Fire Suppression Supplies	\$50,233.00	\$2,914.71	\$5,798.65	\$41,519.64
6 Maintenance Trucks	\$60,000.00	\$2,260.00		\$57,740.00
7 Maintenance House	\$60,000.00	\$8,968.47	\$931.00	\$50,100.53
8 Radio Equipment	\$20,000.00	\$194.90		\$19,805.10
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	\$1,196.36		\$3,803.64
12 Capital - New Truck	\$100,000.00			\$100,000.00
13 School	\$3,500.00	\$625.00	\$250.00	\$2,625.00
14 Audit	\$12,000.00			\$12,000.00
15 Insurance	\$77,000.00	\$6,539.64		\$70,460.36
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	\$4,831.95		\$20,168.05
21 Clothing Allowance	\$26,000.00			\$26,000.00
22 Fire Prevention Bureau Expense	\$100,000.00	\$13,911.66		\$86,088.34
23 Advertising & Promotion	\$14,000.00	\$10,981.22		\$3,018.78
24 Employee Benefits	\$12,317.00			\$12,317.00
25 Capital New Equipment	\$20,000.00			\$20,000.00

Total Budget

\$640,000.00

\$59,710.03

\$6,979.65

\$573,310.32

BILLS SUBMITTED FOR PAYMENT

March 16, 2016

Cain & Sons Fire	PO 16-03	Air tanks refilled	\$ 624.00
Eric Brauchle Lawn	PO 16-04	Snow Removal	\$ 860.00
JCP&L	PO 16-05	Electrical Service	\$1,048.20
Maria Pensado	PO 16-08	Firehouse Maintenance	\$ 402.39
NJNG Co.	PO 16-11	Natural Gas Service	\$1,100.00
Optimum	PO 16-12	Phone/Internet service	\$ 279.59
Pinto of Montville	PO 16-13	Garbage/recycling	\$ 175.69
Verizon Wireless	PO 16-15	Chief	\$ 99.63
		Fire Prevention	\$ 35.17
Xerox	PO 16-16	Monthly Maintenance	\$ 47.00
Rich F. Bird Assoc. LLC	PO 16-17	Truck Repair	\$1,020.00
Reliance Standard Ins.	PO 16-20	Life Insurance 2 nd qtr	\$1,567.98
The Air Experts	PO 16-23	Plumbing repair	\$ 150.00
NJ Fire Equip	PO 16-41	Repair imaging camera	\$1,743.50
Postmaster Pine Brook	PO 16-49	Stamps Commissioners	\$ 98.00
Morris Cty Fire Prev.	PO 16-52	Dues Schmitt/Eggers	\$ 100.00
Phil Wilk	PO 16-54	Drill 3/21/16	\$ 200.00
Davis Carburetor	PO 16-55	Generator Repair	\$1,825.00
Amerigas	PO 16-56	Propane 86 River Rd	\$ 19.60
Alarmax	PO 16-57	Sabre Smoke Test	\$ 166.80
Adams Fire Protection	PO 16-59	Semi annual hood inspection	\$ 140.00

PBFD

PO 16-60

Donation/transfer from FP \$ 300.00

TOTAL

\$13,347.44