

MONTVILLE TOWNSHIP FIRE DISTRICT NO. 3

Reorganization Meeting and Regular Meeting
March 15, 2017

The Board of Fire Commissioners, Fire District No. 3, held a Reorganization and Regular meeting on Wednesday, March 15, 2017, 47 Bloomfield Avenue, Pine Brook, New Jersey 07058 at 7:00 PM.

Present: Anthony Speciale, Ronald R. Cain Jr., Timothy Wright and Donald Hainzl. Edward Rosenbergen arrived at 7:10 PM.

Also Present: 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

Oath of Office was administered to Anthony Speciale

Reorganization of Officers

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

Motion by T. Wright 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 D. Hainzl 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 R. Cain Jr. to nominate Timothy J. Wright as Treasurer seconded by D. Hainzl. 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

Oath of Office was administered to Edward Rosenbergen Sr.

Motion by R. Cain Jr. to go into executive session seconded by T. Wright.

2017-01
CLOSED SESSION

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975 permits the exclusion of the public from a meeting under certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances exist.

NOW THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners Fire District No. 3, Township of Montville, County of Morris and State of New Jersey, as follows:

1. The public shall be excluded from the remaining portion of this meeting
2. The general nature of the subject matter to be discussed is as follows:
Executive Matters
3. As nearly as can be ascertained, the matter or matters to be discussed at this time will be disclosed to the public at the following time and under the following circumstances. When such matters are resolved.

Board of Fire Commissioners
of Fire District No. 3 Montville
Township

By _____
President

Dated: March 15, 2017

CERTIFICATION

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

Dated: March 15, 2017

District Clerk

Motion by E. Rosenberg to reopen meeting to the public seconded by T. Wright.

Building and Grounds: No report

Liaison to Volunteers: D. Hainzl mentioned the Volunteers are discussing LOSAP

Correspondence: Letter from Montville Fire Prevention Bureau for a meeting of the Joint Uniform Fire Code Review Board, March 30, 2017.

Liaison to Fire Prevention: No Report

Insurance: Questionnaires are being filled out for renewal.

Budget & Finance: No Report

Trucks: No Report

Motion by D. Hainzl to open meeting to the public, seconded by T. Wright. No Public comments, motion by E. Rosenbergen to close public session seconded by D. Hainzl. Motion passed by voice vote.

Fire Chiefs Report: 12 Alarms 1 Drill

Chief J. Schmitt said the Blood borne Mandatory drill will be held on March 20, 2017. Towaco and Montville Fire Department will attend. Chief recommended the hydrant flags be updated before next winter. Motion by D. Hainzl to accept the Fire Chief's report seconded by T. Wright.

Motion by D. Hainzl to accept the Fire Prevention Report seconded by E. Rosenbergen. Motion passed by voice vote.

Motion by R. Cain Jr. to accept the minutes of February 15, 2017 seconded by T. Wright. Roll Call: T. Wright-Yes, D. Hainzl-Yes, E. Rosenbergen-Yes, R. Cain Jr.-Yes and A. Speciale-Yes.

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 including John A. Sullivan \$477.25, ServPro \$4,211.76 and Motorola \$10,580, which will be invoiced to District 1 and District 2 for their 1/3 share. Seconded by E. Rosenbergen. Roll Call: T. Wright-Yes, Hainzl-Yes, E. Rosenbergen-Yes, R. Cain Jr.-Yes and A. Speciale-Yes.

86 River Road project; everything has been ordered, the radio has come in, as soon as the remaining items are received a date will be set for installation and the project will resume with the testing of the dead spots.

R. Cain Jr. said the Chiefs office is progressing well. Carpet and furniture have been ordered.

R. Cain Jr. reported that following the inspection of the overhead doors by All Jersey Garage Door, there are some repairs, one should be done soon the other can wait if Board desires. Following discussion E. Rosenbergen made a motion to do both proposals at a cost of \$2,270 seconded by D. Hainzl. Motion passed by voice vote.

Lawn Maintenance 2017; three requests for proposals were sent out, three were returned. LTI submitted the lowest price of \$4,320.00 for the 2017 season. Motion by E. Rosenbergen to have LTI do the lawn maintenance for 2017 seconded by D. Hainzl. Motion passed by voice vote.

Kraft Roofing presented a proposal for annual roof maintenance of the Roofs on Station No. 1 and Station No. 2. Cost would be \$475 per Station semiannually. Total cost \$950 per Station for the year. Motion by D. Hainzl to have Kraft Roofing perform the roof maintenance seconded by T. Wright. Motion passed by voice vote.

R. Cain Jr. discussed Acronis Cloud backup for the server and 5 computers at a cost of \$1,300 - \$1,800 per year. Motion by E. Rosenbergen to have the cloud backup set up seconded by D. Hainzl. Motion passed by voice vote.

D. Hainzl presented a quote to upgrade the Knox Boxes (6) at a cost of \$3,653.00, includes software. A laptop at a cost of \$700 will be needed for the upgrades and programing when necessary. Motion by D. Hainzl to purchase the Knox Boxes and laptop seconded by E. Rosenbergen. Motion passed by voice vote.

Resolution No. 2017-05

THE COMMISSIONERS OF FIRE DISTRICT NO. 3
IN THE TOWNSHIP OF MONTVILLE, COUNTY OF MORRIS
Authorizing Appointment of Auditor
for the 2017 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 2017 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 2017 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.

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 15, 2017.

Dated: March 15, 2017

District Clerk

Roll Call:

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

Resolution 2017-06

THE COMMISSIONERS OF FIRE DISTRICT NO. 3
IN THE TOWNSHIP OF MONTVILLE, COUNTY OF MORRIS
Medical Facility
2017

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 2017; 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.

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 15, 2017.

Dated: March 15, 2017

District Clerk

Roll Call:

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

Resolution No. 2017-07

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

Designation of Official Newspaper for
Publications for the 2017 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 2017 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 2017 year pursuant to New Jersey statutes shall be the **Daily Record**, at a cost of \$800.00

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 15, 2017.

Dated: March 15, 2017

District Clerk

Roll Call:

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

RESOLUTION 2017-08

THE COMMISSIONERS OF FIRE DISTRICT NO. 3
IN THE TOWNSHIP OF MONTVILLE, COUNTY OF MORRIS
Authorizing Appointment of Attorney
for the 2017 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 2017; 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.

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 15, 2017.

Dated: March 15, 2017

District Clerk

Roll Call:

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

Resolution 2017-09

THE COMMISSIONERS OF FIRE DISTRICT NO. 3
IN THE TOWNSHIP OF MONTVILLE, COUNTY OF MORRIS
Authorizing Financial Institution
2017

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 2017; 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.

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 15, 2017.

Dated: March 15, 2017

District Clerk

Roll Call:

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

Resolution No. 2017-10

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 2017 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 2017 year will be Olympic Payroll Services, 64 US HWY 46 West, Pine Brook, NJ, at a cost not to exceed \$1,000.00.

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 15, 2017.

Dated: March 15, 2017

District Clerk

Roll Call:

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

Motion by R. Cain Jr. to adopt Resolutions 2017-5 thru 2017 – 10 seconded by E. Rosenbergen. Roll Call: T. Wright-Yes, D. Hainzl-Yes, E. Rosenbergen-Yes, R. Cain Jr.-Yes and A. Speciale-Yes.

Motion by R. Cain Jr. to do an OPRA request from Fire District No. 2, Towaco for the meeting minutes, recorded meeting minutes of February 15, 2017 and the Fire Prevention Pay Schedule seconded by T. Wright. Motion passed by voice vote.

Motion by R. Cain Jr. to do an OPRA request from Fire District No. 1, Montville for The Fire Prevention Pay Schedule seconded by D. Hainzl. Motion passed by voice vote.

Motion by R. Cain Jr. to contact Anthony Bucco for clarification of Joint Uniform Fire; is the Joint Uniform Fire Code Review Board a public meeting and should be advertised as such; Clarification; paragraph B states seven as the quorum for a meeting, paragraph C states that any operational policies adopted must have a majority vote. Is the majority vote of the entire 12 members or just those present seconded by D. Hainzl. Motion passed by voice vote.

The Board discussed the newly proposed fee schedule provided by Fire District No. 1, the Board has no objection to the fee schedule increase. The newly proposed change to the R-2 is completely unacceptable, and the Fire Watch is unacceptable. The Board has instructed the Chief and Assistant Chief to vote no on these two items. This will be discussed with Fire Official Robert Schmitt.

D. Hainzl mentioned a new radio for the Chief's car. Chief Schmitt felt that since his is working it does not need to be replaced at this time.

Motion by D. Hainzl to adjourn meeting seconded by E. Rosenbergen,

Meeting adjourned at 8:00 PM.

Respectfully submitted,

Edward Rosenbergen
District Clerk



Pine Brook Vol. Fire Department

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

March 15, 2017

Monthly Chief Report February 2017

Fire Alarms: 12

Drill: 1

Mileage on Chief Vehicle: 15,000

Submitted by,

Chief Jim Schmitt

**Monthly Report
March 15, 2017**

SDI/CO Inspections:

- 1. 7 @ Rachel Garden Apartments**
- 2. 10 Gabriel Dr., Montville**
- 3. 5 Horseneck Road, Montville**
- 4. 3 Jefferson Ct., Montville**
- 5. 24 Garrity Ter., Pine Brook**
- 6. 12 Madison Ct., Montville**

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

Mileage on Vehicles:

- 1. Crown Vic.: 69,914**
- 2. Explorer: 11,011**

Yours in fire Safety,

**Robert G. Schmitt
Fire Official**

[illegible]

BILLS SUBMITTED FOR PAYMENT
March 15, 2017

JCP&L	PO 17-04	Electrical Service	\$1,163.10
Maria Pensado	PO 17-07	Firehouse Maintenance	\$ 402.39
NJNG Co.	PO 17-10	Gas for firehouses	\$1,152.12
Optimum	PO 17-11	Internet/phones	\$ 412.97
Pinto of Montville	PO 17-12	Garbage pickup	\$ 351.38
Twp of Montville	PO 17-13	Gas & Diesel	\$ 550.81
Verizon Wireless	PO 17-14	Cell Phone Fire Prev. Fire Chief	\$ 34.47 \$ 94.48
Xerox Corp	PO 17-15	Monthly Maintenance	\$ 16.56
W. B. Mason	PO 17-16	Office Supplies	\$ 123.32
Home Depot	PO 17-17	measurement dep	\$ 35.00
Donaldson Plumb	PO 17-23	Toilet repair 2 nd fl	\$ 288.00
Brauchle LLC	PO 17-24	Snow Removal	\$1,280.00
Reliance Ins	PO 17-26	Life Insurance	\$1,822.35
CNP FITTEST	PO 17-38	Annual Fit Test	\$ 575.00
Skylands Equip	PO 17-49	Boots	\$ 258.00
All garage Door	PO 17-50	Inspection of all doors	\$ 450.00
Petty Cash	PO 17-55	Receipts Attached	\$ 154.76
Minerva Cleaners	PO 17-57	Turnout Gear Cleaned	\$ 560.00
Witmer Public Safe	PO 17-58	MSA Mask Repair	\$ 7.75
Taylor Office	PO 17-59	Furniture Chief Office	\$ 748.98
Morris Cty FP	PO 17-60	Dues Eggers/Schmitt	\$ 100.00

Budget Blinds	PO 17-61	Chiefs Office	\$ 200.00
Carpet Mill	PO 17-62	Chiefs Office	\$ 433.81
North Jersey	PO 17-64	Business cards Chief	\$ 62.50
Verner Cadby	PO 17-65	Ford Exp repair	\$ 167.54