

Minutes of BOFC Meeting of December 28th, 2010

The December 28th, 2010 meeting of the District #4 Board of Fire Commissioners was opened by President Dwayne Jensen, commissioners in attendance were Hughes, Roman, Pawol, and Klose. The accountant and attorney were not present for this meeting. The pledge of allegiance was said followed by a moment of silence.

Minutes of the Previous Meeting:

Mr. Pawol read the minutes of the previous meeting, Mr. Roman made a motion to accept the report as read, seconded by Mr. Hughes, all were in favor.

Treasures Report:

Mr. Hughes read the treasures report, Mr. Klose made a motion to pay all bills and to accept the treasures report as read, seconded by Mr. Roman, all were in favor. Also Mr. Hughes stated that we received a double bill for "Standard Waste Service" and he will check to see if payment was made for two months on one bill.

Buildings & Grounds :

Mr. Hughes reported that he has not as of today contacted a vendor to perform maint. On the fire house generator. He said that he will try to call someone in to look at the unit.

Fire Prevention:

No Report

Insurance:

Mr. Jensen reported that the commercial package, auto, & umbrella insurance policies are due to renew on February 22, 2011. Also VFIS has requested an updated insurance questionnaire to be filled out in it's entirety and signed where indicated and returned to the Schenck Agency.

Mr. Jensen also reported the Protection Fire Company No. 1 of Keasbey received a dividend payment from Prudential Financial, Inc. in the amount of \$ 736.00 from there stock shares.

Fire Hydrants:

Mr. Klose reported that the hydrant located at the corner of Smith Street & Highland Ave is still out of service due to water line replacements in the area. Middlesex Water Company will send a fax to the fire house when the job is completed and the hydrant is in working order.

Trucks & Equipment:

Mr. Jensen reported that Rescue Vehicle Maintenance Inc, installed a Arrow Stick on command 435 and also performed work on engine 4-2.

Engine 4-2 broke down in Woodbridge, at the Holiday Parade with all of the engine coolant leaked out onto the roadway, the problem was with the drain petcock that blew out from the radiator. Racz's Towing of Keasbey was called and picked up the apparatus and delivered it back to the fire house free of charge.

Communications:

Mr. Jensen reported that the trunked radio system should be up and running by the Township of Woodbridge on January 1st, 2011.

Human Resources :

Nothing to report.

Fire Company :

Nothing to report.

Old Business:

Nothing to report.

New Business :

Mr. Pawol reported that there two new resolutions to vote on, one was for a temporary 2011 budget in the amount of \$ 76,153.00 and the other one was to transfer budget line item balances to budget line items with insufficient funds.

Fire Chief:

Mr. Richard May, reported that there were 240 fire calls to date this year, also he reported that he went to the Fire & Police uniform store on New Brunswick Ave , Fords to order a helmet shield and badge for the new 2011 deputy chief fire officer.

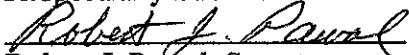
Public : Nothing to report.

Adjournment:

Motion to adjourn: Mr. Jensen, seconded by Mr. Hughes, all were in favor.

Adjournment at 7:30 p.m.

Respectfully Submitted



Robert J. Pawol, Secretary

11:34 AM

12/22/10

Accrual Basis

Keasbey Fire District # 4
DECEMBER 2010 BILL LIST
 November 24 through December 28, 2010

| Date | Num | Name | Memo | Amount |
|-----------------------------|-------|-----------------------------------|--|-------------------|
| Columbia - Voucher | | | | |
| 12/03/2010 | 10528 | NFIRS ONLINE | Annual Subscription to NFIRS Online | -395.00 |
| 12/08/2010 | 10535 | DWAYNE JENSEN | Reimbursement - Supplies | -713.10 |
| 12/14/2010 | 10529 | AT&T | Acct# 0304167215001 - Long Distance | -38.78 |
| 12/14/2010 | 10540 | RICHARD MAY | Explorer Helmet Shields | -212.00 |
| 12/14/2010 | 10541 | Tom Barry | Deputy Chief Helmet Shield | -168.25 |
| 12/28/2010 | 10530 | VERIZON | Broadband Serv. Acct# 8958008661 | -48.53 |
| 12/28/2010 | 10531 | VERIZON WIRELESS | Acct# 682435717-00001 - Cell Phones | -125.25 |
| 12/28/2010 | 10532 | ACE WALCO PEST CONTROL | Monthly Service | -62.68 |
| 12/28/2010 | 10533 | AT&T | Acct# 0304167215001 - Long Distance | -59.61 |
| 12/28/2010 | 10534 | ELIZABETHTOWN GAS | Acct# 0488199640 | -156.61 |
| 12/28/2010 | 10536 | NELSO PETROLEUM PRODUCTS | 50 - Oil Dri Absorbant 40 lbs | -322.50 |
| 12/28/2010 | 10537 | VERIZON | Phone Service | -338.01 |
| 12/28/2010 | 10538 | PSE&G | Acct# 67 041 530 04 - Electric | -774.06 |
| 12/28/2010 | 10539 | PRUDENTIAL INS CO | Policy #15153 - January 2011 | -672.12 |
| 12/28/2010 | 10547 | Aquila Landscape Contractors | Wreaths | -248.00 |
| 12/28/2010 | 10549 | Joint Board of Fire Commissioners | 2010 Annual Assessment | -5,000.00 |
| 12/28/2010 | 10550 | Lincoln Financial Advisors | 2009 LOSAP Contribution | -13,325.00 |
| 12/28/2010 | 10551 | HOME NEWS TRIBUNE | Acct# 099467 - 2011 Calendar of Meeting Dates | -57.14 |
| 12/28/2010 | 10552 | AUTO RITE | Repair on Expedition | -344.50 |
| 12/28/2010 | 10553 | JENSEN LANDSCAPING & MAINTEN... | Pickup/Deliver/Stack 56 Bags of 50 lb Bags of Calci... | -975.00 |
| 12/28/2010 | 10554 | JOHN MANNA | Janitor II pay for December 2010 | -400.00 |
| 12/28/2010 | 10555 | Kyle Koperwahts | Election Day - Janitor | -100.00 |
| 12/28/2010 | 10556 | STANDARD WASTE SERVICE | Garbage Removal - December 2010 | -64.80 |
| 12/28/2010 | 10557 | TOWNSHIP OF WOODBRIDGE - FUEL | Fuel Billing for July 1, 2010 to September 30, 2010 | -529.75 |
| 12/28/2010 | 10558 | JOHN MANNA | Special Election - Board of Education - Janitor | -100.00 |
| 12/28/2010 | 10559 | RESCUE VEHICLE MAINTENANCE INC | Repairs to 436 & Rescue 4 | -644.48 |
| 12/28/2010 | 10560 | GARY BATISTA | Kitchen Caretaker - December 2010 | -50.00 |
| 12/28/2010 | 10561 | RESCUE VEHICLE MAINTENANCE INC | Repairs to Rescue 4 | -293.00 |
| 12/28/2010 | 10562 | RESCUE VEHICLE MAINTENANCE INC | Install Arrowstick on 435 & Repairs to Engine 42 | -1,005.30 |
| Total Columbia - Voucher | | | | -27,223.47 |
| Sovereign - Checking | | | | |
| 12/28/2010 | 10297 | COLUMBIA BANK | Transfer to Voucher Account | -10,000.00 |
| Total Sovereign - Checking | | | | -10,000.00 |
| TOTAL | | | | -37,223.47 |

- Transfer 10,000.00
 TOTAL BILLS \$ 27,223.47

RESOLUTION

BOARD OF FIRE COMMISSIONERS

FIRE DISTRICT NO. 4

WHEREAS, the Treasurer of Fire District No. 4 reports that certain 2010 budget appropriations have insufficient balances to meet the 2010 expenditures, and

WHEREAS, certain other budget expenditures have balances in excess of their needs, now therefore,

BE IT RESOLVED that upon recommendation from the Treasurer and in accordance with NJSA 40A:14-78.9, that transfers from budget line items with excesses be authorized to budget items with insufficient balances.

| FROM | | TO | |
|-----------------------------|--------------------|------------------------|---------------------|
| A-11-2.1/Accountant/Auditor | \$ 1,500.00 | A-12-2/M&R-Truck Maint | \$ 53,720.00 |
| C-1/Trunking Radios | 49,000.00 | E-7/LOSAP | <u>1,325.00</u> |
| A-11-2.2/Legal | 545.00 | | |
| AP-6-2/Hydrants | <u>4,000.00</u> | | |
| TOTAL | <u>\$55,045.00</u> | TOTAL | \$ <u>55,045.00</u> |

MOTION to accept resolution made by Comm. HUBER, seconded by Comm. Roman, all in favor.

| | | | | |
|----------------|-------------------------------------|-----|--------------------------|----|
| Dwayne Jensen | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| Martin Klose | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| Michael Hughes | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| Robert Pawol | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| Stephen Roman | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |

Adopted, December 28, 2010

Date

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| A-11-2.2/Legal | 545.00 | | |
| AP-6-2/Hydrants | <u>4,000.00</u> | | |
| TOTAL | <u>\$55,045.00</u> | TOTAL | \$ <u>55,045.00</u> |

MOTION to accept resolution made by Comm. HUSHER, seconded by Comm. Roman, all in favor.

| | | |
|----------------|---------------|--------|
| Dwayne Jensen | <u>✓</u> /Yes | ___ No |
| Martin Klose | <u>✓</u> /Yes | ___ No |
| Michael Hughes | <u>✓</u> /Yes | ___ No |
| Robert Pawol | <u>✓</u> /Yes | ___ No |
| Stephen Roman | <u>✓</u> /Yes | ___ No |

Adopted, December 28, 2010

Date

RESOLUTION
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 4

WHEREAS, NJS 40A: 14-78.17 provides that where any contract, commitment or payments are to be made prior to the adoption of the budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided: and

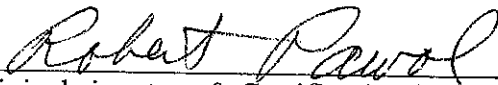
WHEREAS, the total appropriations on the 2010 budget exclusive of any appropriations made for interest and debt redemption charges and capital improvements, is the sum of \$543,950.00; and

WHEREAS, fourteen percent of the total appropriations in the 2011 budget, exclusive of any appropriations made for interest and debt redemption charges and capital improvement fund in said 2010 budget is the sum of \$76,153.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners of the Township of Woodbridge, Fire District No. 4, that the temporary 2011 budget be approved in the amount of \$76,153.

| ROLL CALL VOTE: | YES | NO | ABSENT |
|----------------------|-------|-------|--------|
| ----- | ----- | ----- | ----- |
| Comm. Dwayne Jensen | ✓ | | |
| Comm. Robert Pawol | ✓ | | |
| Comm. Stephen Roman | ✓ | | |
| Comm. Michael Hughes | ✓ | | |
| Comm. Martin Klose | ✓ | | |

Adopted, December 28, 2010



Original signature & Certification by Robert Pawol,
Secretary

2011 BUDGET RESOLUTION

WOODBIDGE TOWNSHIP

Fire District No. 4

FISCAL YEAR: From January 1, 2011 to December 31, 2011

WHEREAS, the Annual Budget for the Woodbridge Twp Fire District No. 4 for the fiscal year beginning January 1, 2011 and ending December 31, 2011 has been presented before the Board of Commissioners of the Fire District No. 4 at its open public meeting of December 14, 2010; and

WHEREAS, the budget as introduced is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et. seq.) *Include the following as appropriate:* [includes a proposed public referendum in the amount of \$ 0 in excess of the allowable amount to be raised by taxation; and,

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 656,301 which includes amount to be raised by taxation of \$ 439,422, and Total Appropriations of \$ 656,301. and

WHEREAS, the amount to be raised by taxation to support the district budget, shall be the amount to be certified to the assessor of the municipality to be assessed against the taxable property in the district, pursuant to N.J.S.A 40A:14-79. Such amount shall be equal to the amount of the total appropriations set forth in the budget minus the total amount surplus and miscellaneous revenues set forth in the budget; and

WHEREAS, in calculating the amount to be raised by taxation, the Fire District No. 4 has taken into account the assessed valuation of taxable property in the Fire District No. 4,

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District No. 4, at an open public meeting held on December 14, 2010 that the Annual Budget, including appended Supplemental Schedules, of the Woodbridge Township Fire District No. 4 for the fiscal year beginning January 1, 2011 and ending December 31, 2011 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Fire District No. 4 's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the Board of Commissioners of the Woodbridge Fire District No. 4 will consider the Annual Budget for adoption on January 11, 2011.



(Secretary's Signature)

December 14,
2010

(Date)

Board of Commissioners Recorded Vote

| Member | Aye | Nay | Abstain | Absent |
|--------|-----|-----|---------|--------|
| Jensen | ✓ | | | |
| Pawol | ✓ | | | |
| Roman | | | | ✓ |
| Hughes | ✓ | | | |
| Klose | ✓ | | | |

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| TOTAL | | | | -37,223.47 |

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 TOTAL BILLS \$ 27,223.47

BOARD OF FIRE COMMISSIONERS
DISTRICT NO. 4
420 SMITH ST, PO BOX 84
KEASBEY, NEW JERSEY 08832

December 28, 2010

Treasurer's Report

| | |
|-----------------------------|----------------------|
| BEGINNING BALANCE | \$ 448,648.96 |
| Deposits | 0.00 |
| Interest | 166.85 |
| Payroll | (2,645.75) |
| Payroll Tax Adjustment | (172.80) |
| Disbursements & Adjustments | (<u>32,445.27</u>) |
| ENDING BALANCE | \$ 413,551.99 |