

THE COMMISSIONERS OF WOODBRIDGE TWP FIRE DISTRICT NO. 4 KEASBEY

Minutes of the Fire District No. 4, Regular Meeting of December 23, 2019

The December 23rd, 2019 board meeting was opened by Asst. Secretary, Martin Klose commissioners in attendance were, Pawol, Roman, and Hughes, Jensen, was absent. The two accountants and attorney were not present or required to attend this meeting. The pledge of allegiance was said followed by a moment of silence.

Public Hearing on the 2020 operating budget for Fire District No.4.

Mr. Pawol, read the completed 2020 budget for Fire District No.4, and all four fire commissioners were in favor to approve the 2020 operating budget without any changes and to offer it to the voters of the fire district at the annual election to be held on Saturday February 15th, 2020 from the hours of 2 P.M.- 9 P.M.

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. Klose, all were in favor.

Treasures Report;

The treasures report was read by Mr. Hughes, a motion was made by Mr. Roman, to accept the report as read and to pay all bills, second by Mr. Pawol, all were in favor.

Buildings & Grounds:

Mr. Hughes, reported that he received a price quote from the mason contractor in the amount of \$16,500.00 for the next section of the concrete pad, a motion was made by Pawol, to have the work done, seconded by Klose, all were in favor. The 1st section of the pad will be completed on Tuesday Dec 24th, 2019 with the repair of the Blacktop roadway next to the curb line.

Insurance:

Nothing to report on this month.

Fire Hydrants: Mr. Klose. Reported that a few hydrants are out of service a Bayshore 75 Crowsmill Road, he is in contact with Middlesex Water Co.

Finance & Budget:

_____ The public hearing on the 2020 operating budget was held tonight at 7:00 P.M. and there were no residents of Fire District No.4, at the meeting to ask any questions.

Trucks & Equipment:

_____ The Fire Department is working on a list of damaged or missing fire equipment that was lost due to the large 6 alarm fire at 75 Crowsmill Road, we will be sending in the list to the insurance company.

Human Resources:

_____ Progress.

Communications:

_____ None.

Old Business;

_____ No old business.

New Business:

_____ Mr. Pawol, read five new resolutions concerning the 2020 budget, the future purchase of a new aerial truck to be placed on the ballot, the installation of a backup camera on pickup truck 436, a temporary appropriations budget for 2020, and to move operating funds from Water to Phone, in one line item for 2019. All were approved by the Board.

Fire Prevention:

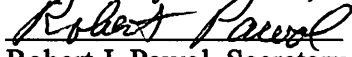
_____ No report this month, Fire Official, is out sick.

Fire Department: 406 calls year to date, the chief is looking into missing radio's & batteries.

Public: Note, no members of the public attended this month's meeting.

Adjournment: Motion, Pawol, seconded Roman, all were in favor, meeting adjourned at 7:35 P.M.

Respectfully Submitted,



Robert J. Pawol, Secretary
Fire District No.4, Keasbey

THE COMMISSIONERS OF WOODBRIDGE TWP FIRE DISTRICT #4

Resolution 2019-10

Ballot Referendum

WHEREAS, the Fire District wishes to replace a 1972 Mack Aerial Fire Truck with a new apparatus in year 2021.

WHEREAS, the Fire District must secure voter approval to acquire a new fire apparatus, and a referendum would be placed on the ballot at the annual election to be held on February 15th, 2020 between the hours of 2:00 P.M. - 9:00 P.M.

WHEREAS, the Fire District wishes to purchase a fire apparatus, to be funded by either a lease purchase agreement or by other authorized methods, to be appropriated in future budgets.

WHEREAS, the Board of Fire Commissioners District No.4, in the Township of Woodbridge, County of Middlesex, would purchase (1) new Aerial Fire Truck for a sum not to exceed \$ 1,360,000 with a down payment of \$ 525,000 provided from existing unrestricted reserve funds.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No.4, in the Township of Woodbridge, County of Middlesex as follows:

The Fire District is hereby authorized to place a referendum on the ballot on February 15th, 2020 for the acquisition of a new Aerial Fire Truck.

The following Resolution # 2019-10 was introduced by Pawol and it was seconded by Klose, all were in favor.

Commissioners:	Roll Call	Aye	Nay	Abstain	Absent	Dated:12/23/19
Jensen					✓	
Roman		✓				
Hughes		✓				
Klose		✓				
Pawol		✓				

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 date of this resolution is prior to January 15, 2020; and

WHEREAS, the total appropriations on the 2019 budget exclusive of any appropriations made for interest and debt redemption charges and capital improvements, is the sum of \$801,994.00; and

WHEREAS, fourteen percent of the total appropriations in the 2019 budget, exclusive of any appropriations made for interest and debt redemption charges and capital improvement fund in said 2019 budget is the sum of \$112,279.16.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners of the Township of Woodbridge, Fire District No. 4, that the temporary 2020 budget be approved in the amount of \$112,279.16.

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

Adopted, December 23, 2019



Original signature & Certification by Robert Pawol, Secretary

2020 ADOPTED BUDGET RESOLUTION

Woodbridge Township Fire District No. 4

FISCAL YEAR: January 1, 2020 to December 31, 2020

WHEREAS, the Annual Budget for the Woodbridge Township Fire District No. 4 (the "Fire District") for the fiscal year beginning January 1, 2020 and ending December 31, 2020, has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of December 23, 2019; and

WHEREAS, the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the adopted budget is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et. seq.); and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 1,158,606, which includes amount to be raised by taxation of \$859,070, and Total Appropriations of \$1,158,606; and

WHEREAS, an election shall be held annually on the third Saturday of February (only if required) in each established fire district to determine the amount to be raised by taxation for the ensuing year;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District at an open public meeting held on December 23, 2019 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2020 and ending December 31, 2020, is hereby adopted and, shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$1,158,606, which includes amount to be raised by taxation of \$859,070, and Total Appropriations of \$1,158,606; and

BE IT FURTHER RESOLVED, that the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

BE IT FURTHER RESOLVED, that an annual election shall be held on the third Saturday of February (only if required) to determine the amount to be raised by taxation for the ensuing year. The results of which shall be subsequently certified to the Division and the Municipal Assessor.

Robert Pawol
(Secretary's Signature)

12/23/19
(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
DWAYNE JENSEN				✓
ROBERT PAWOL	✓			
MARTIN KLOSE	✓			
MICHAEL HUGHES	✓			
STEPHEN ROMAN	✓			

WOODBRIIDGE TOWNSHIP FIRE DISTRICT NO. 4

**RESOLUTION TO AMEND THE 2020 INTRODUCED BUDGET
PURSUANT TO N.J.S.A. 40A:14-78.3
FISCAL YEAR: FROM JANUARY 1, 2020 TO DECEMBER 31, 2020**

WHEREAS, the Fire District Budget for the Fiscal Year beginning on January 1, 2020 and ending on December 31, 2020 was introduced on the 23rd day of November, 2019; and

WHEREAS, a public hearing on the 2020 Fire District budget will be held on December 23, 2019 as publicly advertised; and

WHEREAS, the Board desires to amend certain line items in the 2020 Budget.

NOW, THEREFORE BE IT RESOLVED by the Board of Fire Commissioners of the Fire District No. 4 that the following amendments to the introduced 2020 Fire District Budget be made:

ANTICIPATED REVENUES

<u>Page F-2:</u>	<u>From</u>	<u>To</u>
Fund Balance Utilized:		
Unreserved Fund Balance (A1)	\$ 201,702	\$ 245,866
 <u>Page F-2:</u>		
Total Revenues Offset with Appropriations	\$92,164	\$ 48,000

BUDGETED APPROPRIATIONS

<u>Page F-3:</u>	<u>From</u>	<u>To</u>
Administration Appropriations:		
Total administration- Personnel	\$ 77,100	\$121,264
 <u>Page F-3</u>		
Total Appropriations Offset with Revenue- Personnel	\$ 82,164	\$ 39,200
 <u>Page F-3</u>		
Total Appropriations offset with Revenue- Other	\$ 10,000	\$ 8,800
 <u>Page F-3</u>		
Total Appropriations offset with Revenue	\$ 92,164	\$ 48,000

RESOLUTION

BOARD OF FIRE COMMISSIONERS

FIRE DISTRICT NO. 4

WHEREAS, the Treasurer of Fire District No. 4 reports that certain 2019 budget appropriations have insufficient balances to meet the 2019 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	
AP-6-1.5/Water	\$ <u>336.69</u>	AP-6-1.4/Phone	\$ <u>336.69</u>
TOTAL	\$ <u>336.69</u>	TOTAL	\$ <u>336.69</u>

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

Dwayne Jensen	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<i>ABSENT</i>
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 23, 2019

Date

Robert Pawol

12/18/19

Keasbey Fire District # 4
DECEMBER 2019 - BILL LIST
 November 27, 2019 through January 2, 2020

Date	Num	Name	Memo	Amount
Bank Of Woodbridge				
11/27/2019	14071	Protection Fire Co #1	Reimbursement - 3 Yard Signs	-170.00
11/27/2019	14072	LoChiatto Paving & Masonry, Inc	Replace Existing Concrete Apron & Extend on the Right Side	-17,480.00
11/27/2019	14073	BRAGINSKY SURVEYING, LLC	Property Survey - Retainer	-800.00
11/27/2019	14074	FIREFIGHTER ONE LLC	Toggie Boot Seal, Swithchk, Outtrigger Sensor & Joints	-1,531.19
12/03/2019	14076	WEX BANK	Account #0496-00-227423-1 Fuel -November 2019	-161.53
12/23/2019	14077	ABSOLUTE PROTECTIVE SYST...	Acct# 02334-Semi Annual Kitchen Maintenance 2020	-166.00
12/23/2019	14078	ACE WALCO PEST CONTROL	A/C 1000818-Monthly Pest Control Service	-81.53
12/23/2019	14079	Aquila Landscape Contractors	Wreaths	-372.00
12/23/2019	14080	BART & BART, CPA	Preparation & Filing of 2020 Budget Forms with D.C.A.	-1,050.00
12/23/2019	14081	ELIZABETHTOWN GAS	Gas - Acct# 0488199640 10/21/19 - 11/19/19	-49.80
12/23/2019	14082	MARIA BUCSANSZKY, E.A.	Monthly Fee - December 2019	-1,250.00
12/23/2019	14083	Middlesex County Fire Academy	Course - Fire Fighter/ C Cerda	-236.00
12/23/2019	14084	MIDDLESEX WATER CO	Account #3605116364-Hydrant Bill -December 2019	-4,384.83
12/23/2019	14085	NJ ADVANCE MEDIA(HOME NE...	Acct# ASB-32817 - Notice-Public Hearing Held & Fire Inspec...	-11.00
12/23/2019	14086	NJ ADVANCED MEDIA (STAR LE...	A/C#1135477 Notice 2020 Meeting Dates	-189.20
12/23/2019	14087	PSE&G	Acct# 67 041 530 04 - Electric	-673.65
12/23/2019	14088	READY REFRESH	Acct #0427418157- Rent & Paper Invoice	-19.00
01/02/2020	14089	Parker Web Services	Annual Fee Domain Name Registration & 1Hr of Website Up...	-1,563.00
01/02/2020	14090	VESOLIFE	Policy #G-2276-278 Volunteer Life Insurance Policy January ...	-121.06
Total Bank Of Woodbridge				<u>-30,309.79</u>
TOTAL				<u>-30,309.79</u>

12/18/19

Keasbey Fire District # 4
TREASURER'S REPORT
As of December 23, 2019

	<u>Dec 23, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
Bank Of Woodbridge	
Petty Cash	1,232,056.17
Total Checking/Savings	<u>600.00</u>
Total Current Assets	<u>1,232,656.17</u>
TOTAL ASSETS	<u>1,232,656.17</u>
LIABILITIES & EQUITY	<u><u>0.00</u></u>