

THE COMMISSIONERS OF WOODBRIDGE TOWNSHIP FIRE DISTRICT NO. 4

Minutes of the Fire District No.4, Regular Meeting of November 26th, 2019

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The November 26th, 2019 board meeting was opened by President, Dwayne Jensen, commissioners in attendance were, Pawol, Klose, Roman, and Hughes. 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.

Minutes of the Previous Meeting:

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

Treasures Report:

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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, seconded by Mr. Klose, all were in favor.

Buildings & Grounds:

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Mr. Hughes, reported that the front concrete apron repair has started by the contractor, and the second half of the job will be completed when the concrete cures, and trucks can drive over it.

Insurance:

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Nothing to report on this meeting.

Fire Hydrants:

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Mr. Klose, reported that the water main replacement project on Crowmill Road has started, the hydrant at 75 Crowmill is still out of service.

Finance & Budget:

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Mr. Pawol, reported that there will be a public hearing of the 2020 Budget on December 23rd, 2019 at 7:00 P.M. in the meeting room.

Communications:

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Nothing for this meeting.

Human Resources: Nothing to report on this meeting.

Trucks & Equipment:

\_\_\_\_\_ Mr. Jensen, reported that the ladder truck had all of the needed repairs completed, and also Rescue 4 had a small antifreeze leak repaired by Fire & Safety Services, under warranty. The SCBA air compressor is down with a leaking hose line, and the new battery power Blowhard fan was ordered.

Old Business:

\_\_\_\_\_ Mr. Pawol, reported that he signed a contract with Braginsky Surveying, of Iselin, NJ in the amount of \$ 2,700 to survey the fire house property, for the future 30x44 ft garage that is going to be built in place of the old shed.

New Business:

\_\_\_\_\_ Mr. Pawol, read five new resolutions tonight, all were approved by the Board members, see the attached resolution in the meeting minutes.

Fire Prevention:

\_\_\_\_\_ See a commissioner for a copy of the report.

Fire Company:

Reported that starting again on January 1<sup>st</sup>, 2020 all members must save bills or receipts from cleaning, gasoline, clothing, vehicle repairs, tires, etc. in order to get there annual stipend check next year.

Fire Chief:

\_\_\_\_\_ 373 calls year to date, and the annual Holiday parade will be held in Woodbridge on December 1<sup>st</sup>, 2019 the Board gave permission to take apparatus to the event.

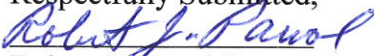
The Fire Company will go on a “ Santa “ run in December with the fire apparatus.

Public:

\_\_\_\_\_ No members of the general public were in attendance.

Adjournment: Motion, Jensen, seconded by Klose, all were in favor, meeting adjourned at 8:15 P.M.

Respectfully Submitted,



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

THE COMMISSIONERS OF WOODBRIDGE TOWNSHIP FIRE DISTRICT NO.4

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RESOLUTION 2019-07 2<sup>nd</sup> Reading

FIRE PREVENTION SPECIALIST UFD

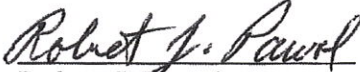
WHEREAS the Fire Commissioners of Fire District No.4 of the Township of Woodbridge are at all times desirous of maintaining a high level of fire suppression and fire prevention within the Fire District No.4 of the Township;

WHEREAS in order to protect the lives and property of the residents of Fire District No.4 of the Township of Woodbridge, the Board of Fire Commissioners of Fire District No.4 hereby authorize the creation of one (1) paid Part Time / Fire Prevention Specialist UFD position within Fire District No.4 subject to any and all applicable requirements of the New Jersey Civil Service Commission as to this appointment, for fire inspections and to supplement the Volunteer Fire Department during daytime hours.

NOW, THEREFORE, BE IT RESOLVED by the Fire Commissioners of Fire District No.4 of the Township of Woodbridge that pursuant to N.J.S.A. 40A:17-7; 40A:14-81 and 40A:14-81.1 the Board has approved the creation of one (1) part-time Fire Prevention Specialist UFD position.

ADOPTED: 11/26/2019

I hereby certify that the above is a true and exact copy of the Resolution introduced by the Board of Fire Commissioners of the Township of Woodbridge at the regular meeting of the Board of Fire Commissioners of Fire District No.4 which was held on October 22nd, 2019. This Resolution was considered for final passage on Tuesday November 26<sup>th</sup>, 2019.

  
Robert J. Pawol, Secretary

Motion to accept resolution made by Comm. Roman seconded by  
Comm. Klose, all are in favor.

THE COMMISSIONERS OF WOODBRIDGE TWP FIRE DISTRICT NO. 4

RESOLUTION 2019-08

CASH MANAGEMENT PLAN CHANGE

WHEREAS, The Board of Fire Commissioners Hereby adopts a Cash Management Plan Change of banking institutions in accord with the NJSA 40A:5-14 the New Jersey Local Finance Board guidelines designating a change in official depositories, the new institution will be Northfield Bank, effective January 2020.

Motion to approve made by KLOSE seconded by Roman

all were in favor.

Adopted : November 26th, 2019

Robert J. Pawol, Secretary

Robert J. Pawol

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	
A-12-3/Supplies & Training	\$ 3,020.00	A-12-1/Insurance	\$ 2,000.00
A-11-3/Joint Board	250.00	A-12-2.3/Truck Maintenance	35,000.00
A-12-2.1/Fire Equipment	10,000.00	A-13 Physicals	20.00
A-12-2.2/Firehouse	<u>24,750.00</u>	A-14-1/Payroll Taxes	<u>1,000.00</u>
TOTAL	\$ <u>38,020.00</u>	TOTAL	\$ <u>38,020.00</u>

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

Dwayne Jensen      \_\_\_ Yes \_\_\_ No  
Martin Klose        \_\_\_ Yes \_\_\_ No  
Michael Hughes     \_\_\_ Yes \_\_\_ No  
Robert Pawol        \_\_\_ Yes \_\_\_ No  
Stephen Roman       \_\_\_ Yes \_\_\_ No

Adopted, November 26, 2019  
Date

*Robert J. Pawol*

# 2020 FIRE DISTRICT BUDGET RESOLUTION

## Township of Woodbridge 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 before the Board of Commissioners of the Fire District at its open public meeting of November 26, 2019; 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.) and;

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,158,606, which includes an amount to be raised by taxation of \$859,070, and Total Appropriations of \$1,158,606; 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 has taken into account the assessed valuation of taxable property in the Fire District;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District, at an open public meeting held on November 26, 2019 that the Annual Budget, including all related schedules, of the Fire District for the fiscal year beginning January 1, 2020 and ending December 31, 2020 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 Fire District'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 Fire District will consider the Annual Budget for adoption on December 23, 2019.

  
 (Secretary's Signature)

11/26/19  
 (Date)

**Board of Commissioners Recorded Vote**

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

11/22/19

**Keasbey Fire District # 4**  
**NOVEMBER 2019 - BILL LIST**  
 October 23 through November 26, 2019

Date	Num	Name	Memo	Amount
<b>Bank Of Woodbridge</b>				
10/23/2019	14050	COMCAST	Acct #8499053400889416-Phone & Internet	-452.74
11/04/2019	14052	WEX BANK	Account #0496-00-227423-1 Fuel -October 2019	-250.40
11/08/2019	14053	Picture-it, Inc	Cast Bronze Nameplate/Batista G	-188.99
11/11/2019	14054	ALL HAZARDS TRAINING LLC	2 - HazMat On-Scene Incident Commander	-600.00
11/18/2019	14055	Protection Fire Co #1	Duty Crew	-10,000.00
11/20/2019	14056	Protection Fire Co #1	2019 Stipend	-20,000.00
11/26/2019	14057	AmTrust North America	Acct#24370579 Policy#WWC3366296 Workers Comp Final ...	-2,949.00
11/26/2019	14058	COMCAST	Acct #8499053400889416-Phone & Internet	-473.11
11/26/2019	14059	ELIZABETHTOWN GAS	Gas - Acct# 0488199640 09/21/19 - 10/21/19	-43.02
11/26/2019	14060	MARIA BUCSANSZKY, E.A.	Monthly Fee - November 2019	-1,250.00
11/26/2019	14061	Middlesex County Fire Academy	Course - 1-400 #03-1654-19/Salgado	-100.00
11/26/2019	14062	MIDDLESEX WATER CO	Account #3605116364-Hydrant Bill -November 2019	-4,384.83
11/26/2019	14063	NJ ADVANCE MEDIA(HOME NE...	Acct# ASB-32817 - Notice-Fire Prevention Specialist UFD H...	-48.64
11/26/2019	14064	Personnel Concepts	Invoice#9341263556 & 9341275906	-442.70
11/26/2019	14065	PSE&G	Acct# 67 041 530 04 - Electric	-665.25
11/26/2019	14066	READY REFRESH	Acct #0427418157- 5 Gal Water, Case of 24 & Plastic Cups,...	-205.69
11/26/2019	14067	Skylands Area Fire Equipment & T...	BH-20-PPV, Dual Powered, Battery Included	-3,465.00
11/26/2019	14068	VESOLIFE	Policy #G-2276-278 Volunteer Life Insurance Policy Decemb...	-121.06
11/26/2019	14069	Skylands Area Fire Equipment & T...	Velcro Hem Patch/W. Krejci	-85.00
Total Bank Of Woodbridge				-45,725.43
<b>TOTAL</b>				<b>-45,725.43</b>

11/22/19

**Keasbey Fire District # 4**  
**TREASURER'S REPORT**  
As of November 26, 2019

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	Nov 26, 19
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Bank Of Woodbridge	1,263,498.44
Petty Cash	600.00
Total Checking/Savings	1,264,098.44
Total Current Assets	1,264,098.44
<b>TOTAL ASSETS</b>	<b>1,264,098.44</b>
<b>LIABILITIES &amp; EQUITY</b>	0.00