

THE COMMISSIONERS OF WOODBRIDGE FIRE DISTRICT NO. 4 KEASBEY

Minutes of the Fire District No. 4, meeting of January 26th, 2021

The January 26th, 2021 meeting was opened by board President Dwayne Jensen, commissioners in attendance were, Hughes, Krejci, Pawol, and Klose. 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:

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

Treasures Report:

The treasures report was read by Mr. Hughes, a motion was made by Mr. Krejci, to accept the report as read and to pay all bills, seconded by Mr. Klose, all were in favor. Jensen, abstained on check # 13484 and Pawol on Ck # 14408.

Buildings & Grounds:

Mr. Pawol, reported that he and Mr. Jensen, have a public hearing at the Woodbridge Zoning Board, on Feb 18th @ 6:30 PM for the future construction of our new garage .

Insurance:

New insurance policy should be renewed and receiving a statement in February.

Fire Hydrants:

Mr. Klose, reported that there are no problems to report on this month concerning hydrants.

Finance & Budget:

Mr. Pawol, reported that the Board of Fire Commissioners had received a message that the 2021 budget election maybe done with all mail-in ballots.

Trucks & Equipment:

Mr. Jensen, reported on the following fire apparatus: All are running ok, new SCBA mask straps were ordered and came in.

Mr. Pawol, asked if the Board would to purchase a " Surefoot Safety Step " for our roof

ladders at a cost of \$ 295.00 plus shipping & handling charges, a motion was made by Mr. Krejci, seconded by Mr. Klose, all were in favor.

Communications:

_____ Jensen, reported that the Middlesex Fire School we be opening in March. After being closed due to Covid-19.

Fire Company:

_____ No members attended this meeting.

Old business:

_____ Nothing to report.

New Business:

_____ The Board of Fire Commissioners will be retaining the same professionals insurance, and bank, for the year 2021. All resolutions are attached to this report, and were approved by all five Board members.

Fire Prevention:

_____ See Jensen ,for a copy of the fire report.

Fire Chief:

_____ No report was received for the month of January.

Public:

_____ No residents of Fire District No. 4, were at the meeting.

Adjournment: Motion to adjourn, Jensen, seconded by Klose, all were in favor, meeting adjourned at 7:18 P.M.

Respectfully Submitted,



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

**THE COMMISSIONERS OF FIRE DISTRICT NO.4
IN THE TOWNSHIP OF WOODBRIDGE, COUNTY OF MIDDLESEX**

RESOLUTION # 2021-1

Authorizing Appointment of Auditor
Authorizing Appointment of Accountant
Authorizing Appointment of Attorney

WHEREAS, there exists a continuing need for professional services to be provided to the Commissioners of Fire District No.4 in the Township of Woodbridge, County of Middlesex, concerning various responsibilities undertaken by the Commissioners; and,

WHEREAS, the Commissioners are desirous of making appointments to the positions as referenced above for the year 2021; 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.

NOW THEREFORE, be it RESOLVED by the Commissioners of FIRE DISTRICT NO.4 in the TOWNSHIP of WOODBRIDGE, COUNTY of MIDDLESEX, as follows:

- (1) Bart & Bart, CPA's is hereby appointed to provide auditing services to the Board of Fire Commissioners.
- (2) Maria Bucsanszky, E.A. Tax & Bookkeeping Services, LLC, is hereby appointed to provide accounting services to the Board of Fire Commissioners.
- (3) Richard A. Fazzari, Esq, is hereby appointed to provide legal services to the Board of Fire Commissioners relative to any and all issues presented to the Commissioners pursuant to any of its obligations or responsibilities.
- (4) This resolution and the notice of award of contract shall be available for public inspection.

Motion made by commissioner H. J. Paul seconded by K. L. Oso all in favor.


Secretary's Signature (DATE) 1/26/21

THE COMMISSIONERS OF WOODBRIDGE TWP FIRE DISTRICT NO.4, KEASBEY

RESOLUTION # 2021-2

WHEREAS, there exists a continuing need for professional Landscaping & Snow Removal services to be provided to the Commissioners of Fire District No.4 in the Township of Woodbridge, County of Middlesex, concerning the upkeep of property located at 420 Smith Street, and also at the monument located at the base of the Rt.9 bridge & Smith Street.

WHEREAS, the Commissioners are desirous of making appointments to the position as referenced above for the year 2021; and,

WHEREAS, the Local Pubic Contracts Law, provides that a governing body may award a contract without public advertising for competitive bidding if the cost is under the amount of \$17,500.

WHEREAS, the Board of Fire Commissioners wish to retain Jensen Landscaping, for Lawn Service & Snow Removal for the year 2021.

NOW THEREFORE, be it Resolved that Jensen Landscaping & Maint. is hereby appointed to provide services to the Board of Fire Commissioners Dist #4, from January 1, 2021 to December 31, 2021.

Motion made by commissioner Klosco seconded by Krocker all in favor.
Abstained by Jensen.



Robert J. Pawol, Secretary
Fire Dist No.4, Keasbey
Date: 1/26/21

THE COMMISSIONERS OF WOODBRIDGE FIRE DISTRICT NO. 4, KEASBEY

Resolution # 2021-03

Authorizing Payment of Payroll Deductions
As Employers For Payroll Taxes and PERS/DCRP/PFRS Payments

WHEREAS, The Fire Commissioners of Fire District No.4 are eligible to join the Public Employee's Retirement System (PERS) the Defined Contribution Retirement Plan (DCRP) and the Police and Firemen's Retirement System (PFRS) and certain payroll taxes and PERS/DCRP/PFRS payments are required to be paid by the employer.

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

The Board of Fire Commissioners of Fire District No.4 will pay all payroll taxes and PERS/DCRP/PFRS payments as required as the employer.


(Secretary's signature)

Dated: 1/26/21

ROLL CALL:	AYE	NAY	ABSTAIN	ABSENT
JENSEN	✓			
KREJCI	✓			
HUGHES	✓			
KLOSE	✓			
PAWOL	✓			

THE COMMISSIONERS OF WOODBRIDGE FIRE DISTRICT NO.4, KEASBEY

Resolution # 2021-04

Designation of Official Newspaper for Publications

WHEREAS, the Commissioners of Fire District No.4 in the Township of Woodbridge, County of Middlesex, must by statutory law, publish various items in order to comply with said requirements of statutory law; and

WHEREAS, the Commissioners are desirous of designation various newspapers as official newspaper in which the Commissioners may publish its various items during 2021.

(1) The official newspaper in which the Commissioners will publish all required notices or other items during 2021 pursuant to New Jersey statutes shall be The Home News Tribune, unless said New Jersey statutory law otherwise mandates that a newspaper other than the one as referenced herein be used for said publications.


(Secretary's signature)

Dated: 1/26/21

ROLL CALL	AYE	NAY	ABSTAIN	ABSENT
JENSEN	✓			
KREJCI	✓			
HUGHES	✓			
KLOSE	✓			
PAWOL	✓			

THE COMMISSIONERS OF WOODBRIDGE FIRE DISTRICT NO.4, KEASBEY

Resolution # 2021-05

Designating Surety Bonding for Treasurer, President, & Vice President

WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities, and the Fire District is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and,

WHEREAS, Subchapter 6, Section 5:31-6.1 provides that the fire district shall, by resolution, designate employees and officials required to furnish surety bonds and determine minimum bonds for each such employee and official; and

WHEREAS, the Commissioners of Fire District No.4 in the Township of Woodbridge, County of Middlesex, deem it necessary to provide bonding for the President, Vice President, and Treasurer of the Fire District.

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

- (1) All Commissioners shall be bonded in the amount of \$ 200,000.


(Secretary's signature)

Dated: 1/26/21

ROLL CALL	AYE	NAY	ABSTAIN	ABSENT
JENSEN	✓			
KREJCI	✓			
HUGHES	✓			
KLOSE	✓			
PAWOL	✓			

THE COMMISSIONERS OF WOODBRIDGE FIRE DISTRICT NO.4, KEASBEY

Resolution # 2021-06

Authorizing Approval and Payment of Claims

WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities, and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and

WHEREAS, Subchapter 4, Section 5:31-4.1 (e) provides that payment of claims by the fire district shall be by check on the fire district and signed by the governing body chairman, the chief financial officer and countersigned by such other officer or officials as designated by resolution; and

WHEREAS, Subchapter 4, Section 5:31-4.2 further provides that the Commissioners, at their reorganization meeting, designate, by resolution, the individuals whose signatures shall appear on checks drawn upon the treasury of the Commissioners; and

WHEREAS, Subchapter 4, Section 5:31-4.1 (f) provides that the Commissioners shall, by resolution passed by not less than the majority of the full membership, further designate the manner in which the time in which salaries, wages, or other compensation for services shall be paid.

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

- (1) The checks as issued by the Commissioners for payment of claims shall be signed by the President, Treasurer, and countersigned by one other Commissioner in order that the Commissioners comply with the rules and regulations as promulgated by the Local Finance Board and as set forth herein.
- (2) The manner in which and the time in which compensation for services rendered by employees of the Commissioners shall be paid in accordance with individual contracts. The Commissioners salaries shall be paid as determined by the Commissioners.



(Secretary's signature)

Dated: 1/26/21

ROLL CALL	AYE	NAY	ABSTAIN	ABSENT
JENSEN	✓			
KREJCI	✓			
HUGHES	✓			
KLOSE	✓			
PAWOL	✓			

THE COMMISSIONERS OF WOODBRIDGE FIRE DISTRICT NO.4, KEASBEY

Resolution # 2021- 07

LOSAP

WHEREAS, the Board of Fire Commissioners of Fire District No.4, of the Township of Woodbridge, County of Middlesex, by the way of resolution accepts Lincoln Financial Company as the LOSAP investment company for the year 2021. The Board of Fire Commissioners authorizes its Secretary to fully execute the resolution with a vote in tonight's meeting:

Board of Commissioners Recorded Vote

	AYE	NAY	ABSTAIN	ABSENT
JENSEN	✓			
KREJCI	✓			
HUGHES	✓			
KLOSE	✓			
PAWOL	✓			


(Secretary's signature)

Dated: 1/26/21

01/22/21

Keasbey Fire District # 4
JANUARY 2021 - BILL LIST
 December 23, 2020 through January 26, 2021

Date	Num	Name	Memo	Amount
Northfield Bank				
12/23/2020	14383	AWR SUPPLIES LLC	Supplies	-179.85
12/23/2020	14384	JENSEN LANDSCAPING & MAIN...	P/U, Delivered & Stacked in Shed Calcium & Rock Salt	-1,600.00
12/23/2020	14385	LoChiatto Paving & Masonry, Inc	Replaced Concrete Driveway	-16,500.00
12/28/2020	14386	COMCAST	Acct #8499053400889416-Phone & Internet	-480.53
12/28/2020	14387	DOCTORS MEDI CENTER	Acct# 56134-1- Physical Exams (3)	-405.00
12/28/2020	14388	NJ ADVANCE MEDIA(HOME NE...	Acct# ASB-099467 - Notice Election of Fire Commissioner - ...	-21.50
01/05/2021	14390	ALEX SALGADO	Reimbursement - Grab Handles for Rescue 4	-77.76
01/05/2021	14391	ELIZABETHTOWN GAS	Gas - Acct# 0488199640 11/19/2020 - 12/21/2020	-151.20
01/05/2021	14392	Parker Web Services	Annual Fee Domain Name Registration & Web Maintenance	-1,563.00
01/05/2021	14393	Richard A Fazzari	Annual Retainer 2021	-5,000.00
01/05/2021	14394	WEX BANK	Account #0496-00-227423-1 Fuel -December 2020	-142.83
01/11/2021	14395	Middlesex Water - Building	Acct#4350200000-Water Usage - 09/23/2020-12/21/2020	-394.97
01/11/2021	14396	PSE&G	Acct# 67 041 530 04 - Electric	-833.04
01/11/2021	14397	READY REFRESH	Acct #0427418157- 5 Gal Water, 9oz Cups, Rent & Delivery ...	-75.87
01/11/2021	14399	ADVANCED AUTO PARTS	Customer# 1846063730 - Supplies	-28.55
01/11/2021	14400	FIRE & SAFETY SERVICES, LTD.	Handle "L" Non-Locking, Chrome	-35.56
01/11/2021	14401	MIDDLESEX WATER CO	Account #3605116364-Hydrant Bill - December 2020	-4,392.91
01/26/2021	14402	1st Responder Newspaper	Acct #609741 - 1 Yr Subscription	-85.00
01/26/2021	14403	BOARD OF FIRE COMMISSIONE...	Dispatch -January 2021	-3,387.59
01/26/2021	14404	COMCAST	Acct #8499053400889416-Phone & Internet	-482.91
01/26/2021	14405	CONFIRE FIRE PROTECTION	Annual Extinguisher Inspection	-435.40
01/26/2021	14406	MARIA BUCSANSZKY, E.A.	Monthly Fee - January 2021	-1,341.67
01/26/2021	14407	PNC Equipment Finance	Lease #211154000 - 12/26/2020 - 01/25/2021	-73,478.00
01/26/2021	14408	ROBERT PAWOL	Reimbursement - Certified Mail & Stamps	-115.25
01/26/2021	14409	SILENT COMPANION CORP	Account #S-998 Fire Alarm Inspection with Report	-195.00
01/26/2021	14410	VESOLIFE	Policy #G-2276-278 Volunteer Life Insurance Policy Februar...	-212.13
01/26/2021	14411	CONFIRE FIRE PROTECTION	Recharge Extinguishers	-111.00
Total Northfield Bank				-111,726.52
TOTAL				-111,726.52

01/22/21

Keasbey Fire District # 4
TREASURER'S REPORT
As of January 26, 2021

	<u>Jan 26, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
Northfield Bank	1,200,555.16
Bank Of Woodbridge	16.06
Petty Cash	600.00
Total Checking/Savings	<u>1,201,171.22</u>
Total Current Assets	<u>1,201,171.22</u>
TOTAL ASSETS	<u><u>1,201,171.22</u></u>
LIABILITIES & EQUITY	0.00