

Wednesday, March 8, 2017

A special meeting of the Toms River Fire Commissioners, District No. 2 was called to order at 4:00 p.m. at the Toms River Fire Commissioners, District #2 Board office. Chairman Blank made the required public statement. "Adequate notice of this meeting has been provided in accordance with the Open Public Meetings Act by notice thereof being posted in the Municipal Building, 33 Washington Street, Toms River; being filed with the Municipal Clerk and being transmitted to the Asbury Park Press and the Star Ledger all within more than 48 hours of this meeting and to all persons who have requested copies in accordance with statute."

Roll call was taken; Present: Mr. Britton, Mr. Silva, Mr. Heroy, Mr. Geoghegan, Mr. Blank.

Commissioner Blank announced the results of the annual election of 2017 as follows:

Membership to the Board of Fire Commissioners for a three year term:

Joseph G. Duff	301
Richard Heroy	235
Christopher Silva	311

Tax Appropriation: Yes – 265 No – 298 Defeated

Upgrade Opti-Com System not to exceed \$77,893 in 2018:

Yes – 378 No – 178 Passed

Two (2) Fire Prevention Bureau Vehicle not to exceed \$70,000 (Fire District #2's share is \$25,200):

Yes – 350 No – 204 Passed

Interior lighting, high pressure breathing air compressor and refill station, vehicle, exterior training area surface replacement, and additional upgrades at the Fire Academy not to exceed \$188,000 (Fire District #2's share of \$67,680):

Yes – 391 No – 163 Passed

The winners of the election were declared as Joseph Duff and Christopher Silva. The amount to be raised by taxation for the budget was defeated, and all of the capital appropriation questions were approved.

Oath of Office – Chairman Blank administered Oath of Office to Joseph Duff and Christopher Silva.

Nomination of Chairman – A motion was offered by Mr. Geoghegan, seconded by Mr. Silva to nominate Robert J. Blank, Jr. as Chairman.

Roll call vote; Aye: Mr. Britton, Mr. Silva, Mr. Duff, Mr. Geoghegan, Mr. Blank.
Nay: None.

Nomination of Clerk – Brian J. Geoghegan was nominated as Clerk on a motion offered by Mr. Silva, seconded by Mr. Britton.

Roll call vote; Aye: Mr. Britton, Mr. Silva, Mr. Duff, Mr. Geoghegan, Mr. Blank.
Nay: None.

Nomination of Treasurer – Joseph Duff was nominated as Treasurer on a motion offered by Mr. Silva, seconded by Mr. Geoghegan.

Roll call vote; Aye: Mr. Britton, Mr. Silva, Mr. Duff, Mr. Geoghegan, Mr. Blank.
Nay: None.

Nomination of Assistant Clerk – Christopher Silva was nominated as Assistant Clerk on a motion offered by Mr. Geoghegan, seconded by Mr. Britton.

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Roll call vote; Aye: Mr. Britton, Mr. Silva, Mr. Duff, Mr. Geoghegan, Mr. Blank.
Nay: None.

Nomination of Third Signer of the Vouchers – Christopher Silva was nominated Third Signer of the Vouchers on a motion offered by Mr. Britton, seconded by Mr. Geoghegan.

Roll call vote; Aye: Mr. Britton, Mr. Silva, Mr. Duff, Mr. Geoghegan, Mr. Blank.
Nay: None.

Forward results of election to Township Clerk and Assessor – A motion was offered by Mr. Britton, seconded by Mr. Silva to forward the results of the election to the Township Clerk and the Assessor.

Roll call vote; Aye: Mr. Britton, Mr. Silva, Mr. Duff, Mr. Geoghegan, Mr. Blank.
Nay: None.

Open Public Meetings Act – A resolution authorizing the scheduling of meetings in accordance with the open public meetings law was introduced by Mr. Britton, seconded by Mr. Geoghegan(attached).

Roll call vote; Aye: Mr. Britton, Mr. Silva, Mr. Duff, Mr. Geoghegan, Mr. Blank.
Nay: None.

Designation of the Official Newspapers – A resolution designating the official newspapers of the Board was introduced by Mr. Britton, seconded by Mr. Silva (attached).

Roll call vote; Aye: Mr. Britton, Mr. Silva, Mr. Duff, Mr. Geoghegan, Mr. Blank.
Nay: None.

Approval and Payment of Claims – A resolution authorizing the approval and payment of claims was introduced by Mr. Britton, seconded by Mr. Geoghegan (attached).

Roll call vote; Aye: Mr. Britton, Mr. Silva, Mr. Duff, Mr. Geoghegan, Mr. Blank.
Nay: None.

Cash Management Fund – A resolution to adopt a cash management fund was introduced by Mr. Silva, seconded by Mr. Britton (attached).

Roll call vote; Aye: Mr. Britton, Mr. Silva, Mr. Duff, Mr. Geoghegan, Mr. Blank.
Nay: None.

Surety Bonding for all Commissioners – A resolution designating surety bonding for all commissioners was introduced by Mr. Britton, seconded by Mr. Geoghegan (attached).

Roll call vote; Aye: Mr. Britton, Mr. Silva, Mr. Duff, Mr. Geoghegan, Mr. Blank.
Nay: None.

Appointment of Purchasing Agent – A resolution appointing Darlene M. Gargano, QPA as purchasing agent was introduced by Mr. Britton, seconded by Mr. Silva.

Roll call vote; Aye: Mr. Britton, Mr. Silva, Mr. Duff, Mr. Geoghegan, Mr. Blank.
Nay: None.

Public Comment – none.

Adjournment – A motion to adjourn the meeting was offered by Mr. Silva, seconded by Mr. Geoghegan.

Roll call vote; Aye: Mr. Britton, Mr. Silva, Mr. Duff, Mr. Geoghegan, Mr. Blank.
Nay: None.

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The meeting was adjourned at 4:12 p.m..

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'B. Geoghegan', with a long horizontal flourish extending to the right.

Brian Geoghegan
Clerk

**THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF TOMS RIVER, COUNTY OF OCEAN**

**Authorizing Regular Meeting Schedule
For the 2017-2018 Year**

WHEREAS, Public Law 1975, Chapter 231, Section 13, requires a public body to post and maintain posted, to distribute to designated newspapers, and to further file with the Municipal Clerk for the purpose of public inspections, a schedule of the regular meetings of such public body to be held during the calendar year; and

WHEREAS, such schedule of regular meetings is required to contain the location of each meeting, to the extent that it is known, and the time and date of each meeting; and

WHEREAS, Public Law 1975, Chapter 231, Section 3-D provides that where the annual notice of revisions thereof, in compliance with sections of the subject act, set forth the location, time, and date of any meeting no further action shall be required for such meeting.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean as follows:

- (1) All regular meetings of the Commissioners shall take place at 7:30 p.m. as follows:

Meetings held at the Silverton Firehouse are as follows:

Wednesday, March 15, 2017
Wednesday, April 5, 2017
Wednesday, April 19, 2017
Wednesday, May 3, 2017
Wednesday, May 17, 2017
Wednesday, June 7, 2017
Wednesday, June 21, 2017
Wednesday, July 5, 2017
Wednesday, August 2, 2017
Wednesday, March 7, 2018

Meetings held at the Pleasant Plains Firehouse are as follows:

Wednesday, September 6, 2017
Wednesday, September 20, 2017
Wednesday, October 4, 2017
Wednesday, October 18, 2017
Wednesday, November 1, 2017
Wednesday, November 15, 2017
Wednesday, December 6, 2017
Wednesday, December 20, 2017
Wednesday, January 3, 2018
Wednesday, January 17, 2018
Wednesday, February 7, 2018
Wednesday, February 21, 2018

(2) A summary of this resolution shall be mailed to the Asbury Park Press and the Star Ledger.

(3) The order of business for regular meetings of the Board are:

- A. Call to order
- B. President's statement
- C. Roll call
- D. Application for membership
- E. Receipts of bids (when applicable)
- F. Minutes of the previous meeting
- G. Review and payment of bills
- H. Correspondence
- I. Reports of committees (commissioners)
- J. Reports of chiefs
- K. Report of administrator
- L. Unfinished business
- M. New business
- N. Adopt resolution to hold closed session (when required)
- O. Address to the Board by members of the public
- P. Adjournment

(4) A summary of this resolution shall be posted and shall be maintained on the official bulletin board of the Township of Toms River, shall be posted on the official bulletin board of the Commissioners, and shall also be kept on file by the Municipal Clerk for purposes of public inspection.

CERTIFICATION

I, Brian J. Geoghegan, Clerk of the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean hereby certify that the foregoing resolution was duly adopted at a regular meeting of the Commissioners held on March 8, 2017.



Brian J. Geoghegan, CLERK

**THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF TOMS RIVER, COUNTY OF OCEAN**

**Designation of Official Newspapers for
Publications for the 2017-2018 Year**

WHEREAS, the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean, 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 various newspapers as official newspapers in which the Commissioners may publish its various items during the 2017-2018 year;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of Fire District No. 2, in the Township of Toms River, County of Ocean, as follows:

- (1) The official newspapers in which the Commissioners will publish all required notices or other items during the 2017-2018 year pursuant to New Jersey statutes shall be the Asbury Park Press and/or the Star Ledger, unless said New Jersey statutory law otherwise mandates that a newspaper other than those as referenced herein be used for said publications.

CERTIFICATION:

I, **Brian J. Geoghegan** , Clerk of the Commissioners of Fire District #2 in the Township of Toms River, County of Ocean hereby certify that the foregoing resolution was duly adopted at a regular meeting of the Commissioners held on March 8, 2017.



Brian J. Geoghegan , CLERK

RESOLUTION

MARCH 8, 2017

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 drawn 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(a) further provides that the Commissioners of Fire District No. 2 in the Township of Toms River, at their re-organizational 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 fire district shall, by resolution passed by not less than the majority of the full membership, further designate the manner in which and the time in which salaries, wages or other compensation for services shall be paid.

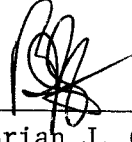
NOW, THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean as follows:

1. The checks as issued by the Commissioners for payment of claims shall be signed by the Commissioners' chairman, 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 compensation received by the Commissioners for salaries as relates to services performed by the Commissioners shall be paid by check, upon receipt and approval of the appropriate voucher, monthly.

CERTIFICATION

I, Brian J. Geoghegan, Clerk of the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean hereby certify that the foregoing resolution was duly adopted at a regular meeting of the Commissioners held on March 8, 2017.



Brian J. Geoghegan, CLERK

RESOLUTION

MARCH 8, 2017

Adoption of Cash Management Fund

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

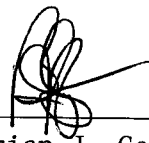
WHEREAS, Subchapter 3, Section 5:31-3.1(a) provides that the governing body shall, by resolution passed by not less than a majority of the full membership, adopt a cash management plan, which shall include the designation of a depository the State of New Jersey Cash Management Fund or a public depository or depositories;

NOW, THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean as follows:

1. This resolution shall act as a formal adoption by the Commissioners of a cash management plan, which shall allow for official depositories of the Commissioners to be the State of New Jersey Cash Management Fund and/or Wells Fargo, M & T Bank, and Investors Savings Bank, Kearny Federal Savings Bank, and Manasquan Savings Bank, Shore Community Bank, Sun National Bank, and Santander.

CERTIFICATION

I, Brian J. Geoghegan, Clerk of the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean hereby certify that the foregoing resolution was duly adopted at a regular meeting of the Commissioners held on March 8, 2017.



Brian J. Geoghegan, CLERK

RESOLUTION

MARCH 8, 2017

Designating Surety Bonding for All Commissioners

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. 2 in the Township of Toms River, County of Ocean have deemed it necessary to provide a blanket bond for the Commissioners of the Fire District.

NOW, THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean as follows:

1. A blanket surety bond shall be provided for all Commissioners in the amount of \$1,000,000.

CERTIFICATION

I, Brian J. Geoghegan, Clerk of the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean hereby certify that the foregoing resolution was duly adopted at a regular meeting of the Commissioners held on March 8, 2017.



Brian J. Geoghegan, CLERK

RESOLUTION

MARCH 8, 2017

Appointment of Purchasing Agent

WHEREAS, the current procedure for processing chiefs' requests and other purchases on behalf of the fire district has proven to be awkward and time consuming; and

WHEREAS, the Board desires to streamline the purchasing procedure, particularly with respect to those purchases not subject to competitive bidding, and to establish a more efficient and businesslike procurement system; and

WHEREAS, N.J.S.A. 40A:11-9 permits the appointment of a purchasing agent;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF FIRE DISTRICT NO. 2 IN THE TOWNSHIP OF TOMS RIVER, as follows:

1. The position of qualified purchasing agent be and the same is hereby established and shall be filled by Darlene M. Gargano, QPA.
2. The purchasing agent shall have the power to prepare specifications and to receive bids for the purchase of work, materials, and supplies on behalf of the Board provided that this authorization shall apply to contracts creating obligations not in excess of \$40,000 pursuant to the standards contained in N.J.S.A. 40A:11-7. The purchasing agent shall have the power to make awards of contracts in the name of the Board, provided that this authorization shall apply to contracts creating obligations not in excess of \$17,500 pursuant to the standards contained in N.J.S.A. 40A:11-7. The Board hereby increases the threshold up to \$6,000 for receiving two quotes.
3. The purchasing agent, in carrying out her duties pursuant hereto, must in all respects follow the requirement of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.).

4. This resolution need not be publicly advertised or held for second reading because it does not create a position for which remuneration shall be paid but merely creates additional administrative duties for the present business administrator.

5. The business administrator designated as the qualified purchasing agent shall fulfill that position until terminated by the Board or until the re-organization meeting following the annual election, at which time other arrangements shall be so designated.

CERTIFICATION

I, Brian J. Geoghegan, Clerk of the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean hereby certify that the foregoing resolution was duly adopted at a regular meeting of the Commissioners held on March 8, 2017.



Brian J. Geoghegan, CLERK