

OCEAN GROVE
BOARD OF FIRE COMMISSIONERS
NEPTUNE TOWNSHIP FIRE DISTRICT No. 2.

MINUTES

March 7, 2023

OPENING

The meeting was called to order at 7:30 p.m. followed by the flag salute. The clerk announced the meeting was held in compliance with the provisions of Chapter 231, New Jersey Public Laws of 1975, "Open Public Meetings Act" having been published in a March 2022 issue of the Coaster.

Roll Call:	Present	Commissioner Robert McEwan, Chairman
	Present	Commissioner Paul Bagdanov
	Present	Commissioner Matthew Gannon
	Present	Commissioner Scott Jarmer
	Present	Commissioner Lori Moses-Day

UNFINISHED BUSINESS OF THE OUTGOING BOARD

Motion to adjourn the Board sine die

Motion: Comm. Jarmer Second: Comm. Bagdanov

Roll Call:	Yes	Commissioner Robert McEwan, Chairman
	Yes	Commissioner Paul Bagdanov
	Yes	Commissioner Matthew Gannon
	Yes	Commissioner Scott Jarmer
	Yes	Commissioner Lori Moses-Day

ELECTION REPORT

The Clerk reports the district election was held on February 18, 2023

Two candidates filed petitions to appear on the ballot;
Following the count of votes received at the polling place and the mail votes received by the Monmouth County Clerk,

Scott Jarmer received 88 votes.

Paul Bagdanov received 80 votes.

The budget passed with 69 votes in favor and 22 against.

INVESTITURE

Scott Jarmer and Paul Bagdanov were sworn to the office of Commissioner of Neptune Township Fire District No. 2, the Ocean Grove Fire District.

REORGANIZATION

On the motion of Commissioner Gannon and second of Commissioner Jarmer, and approval of the unanimous Board, Commissioner Bagdanov was selected to act as temporary Chairman.

Commissioner Robert McEwan was nominated by Comm. Gannon and second by Comm. Jarmer for the office of Chairman for the next year.

Vote: Unanimously approved by the Board

Commissioner Scott Jarmer was nominated for Secretary of the Board of Fire Commissioners by Comm. McEan, second by Comm. Moses-Day.

Vote: Unanimously approved by the Board

Commissioner Paul Bagdanov was nominated for the office of Treasurer of the Board of Fire Commissioners by Comm. McEwan, seconded by Comm. Moses-Day.

Vote: Unanimously approved by the Board

RESOLUTIONS for ORGANIZATION

Resolution 2023-3-01 A RESOLUTION TO ESTABLISH STAFF POSITIONS

Offered by: Comm. Bagdanov, Second by: Comm Gannon

Roll Call:	Yes	Commissioner Robert McEwan, Chairman
	Yes	Commissioner Paul Bagdanov
	Yes	Commissioner Matthew Gannon
	Yes	Commissioner Scott Jarmer
	Yes	Commissioner Lori Moses-Day

Resolution 2023-03-02
TO ESTABLISH SCHEDULE OF
MEETINGS& WORKSHOPS
from April 2023 through March 2024 and the Fire District Election

Motion: Comm. Jarmer

Second: Comm. Moses-Day

Roll Call: Yes Commissioner Robert McEwan, Chairman
 Yes Commissioner Paul Bagdanov
 Yes Commissioner Matthew Gannon
 Yes Commissioner Scott Jarmer
 Yes Commissioner Lori Moses-Day

Resolution #2023-03-03
TO APPOINT PROFESSIONALS
(auditor & attorney)

Motion: Comm. Moses-Day

Second: Comm. Gannon

Roll Call: Yes Commissioner Robert McEwan, Chairman
 Yes Commissioner Paul Bagdanov
 Yes Commissioner Matthew Gannon
 Yes Commissioner Scott Jarmer
 Yes Commissioner Lori Moses-Day

Resolution #2023-03-04
DESIGNATE DEPOSITORIES FOR MUNICIPAL FUNDS

Motion: Comm. Jarmer

Second: Comm. Bagdanov

Roll Call: Yes Commissioner Robert McEwan, Chairman
 Yes Commissioner Paul Bagdanov
 Yes Commissioner Matthew Gannon
 Yes Commissioner Scott Jarmer
 Yes Commissioner Lori Moses-Day

Resolution #2023-03-05
TO DESIGNATE OFFICIAL NEWSPAPERS
for legal notices for the Board

Motion: Comm. Jarmer

Second: Comm. Moses-Day

Roll Call: Yes Commissioner Robert McEwan, Chairman

Yes Commissioner Paul Bagdanov
Yes Commissioner Matthew Gannon
Yes Commissioner Scott Jarmer
Yes Commissioner Lori Moses-Day.

Resolution #2023-03-06

DESIGNATE INDIVIDUAL COMMISSIONERS TO SUPERVISE SPECIFIC AREAS
of the Neptune Township Fire District #2 (Ocean Grove Fire District).

FACILITIES: Commissioner Matthew Gannon

ADMINISTRATION & FINANCE: Commissioner Paul Bagdanov

PERSONNEL: Commissioner Moses-Day

APPARATUS: Commissioner Scott Jarmer

Motion: Comm. Gannon

Second: Comm. Moses-Day

Roll Call: Yes Commissioner Robert McEwan, Chairman
Yes Commissioner Paul Bagdanov
Yes Commissioner Matthew Gannon
Yes Commissioner Scott Jarmer
Yes Commissioner Lori Moses-Day

Resolution #2023-03-06
RESOLUTION TO CERTIFY THE AMOUNT TO BE RAISED BY TAXATION.

Whereas at the fire district election held on February 18, 2023 the voters approved the budget question with 69 votes in favor and 22 against, the Board now certifies the amount of \$812,162.00 to be raised by taxation.

Motion: Comm. Bagdanov Second: Comm. Gannon

Roll Call: Yes Commissioner Robert McEwan, Chairman
 Yes Commissioner Paul Bagdanov
 Yes Commissioner Matthew Gannon
 Yes Commissioner Scott Jarmer
 Yes Commissioner Lori Moses-Day

Motion to resume the regular meeting agenda

Motion: Comm. Jarmer Second: Comm. Gannon

Roll Call: Yes Commissioner Robert McEwan, Chairman
 Yes Commissioner Paul Bagdanov
 Yes Commissioner Matthew Gannon
 Yes Commissioner Scott Jarmer
 Yes Commissioner Lori Moses-Day

MINUTES OF LAST MEETING

Motion to approve the minutes of the February 9, 2023 meeting.

Motion: Comm. Moses-Day Second: Comm. Bagdanov

Roll Call: Yes Commissioner Robert McEwan, Chairman
 Yes Commissioner Paul Bagdanov
 Yes Commissioner Matthew Gannon
 Yes Commissioner Scott Jarmer
 Yes Commissioner Lori Moses-Day

COMMUNICATIONS

1. Book Restoration Bindery. Quote for repair/preservation of original minutes book, \$525-\$675.
2. Washington Fire Co. Request to take one apparatus to Asbury Park parade on March 12, 2023.

ACTION ON COMMUNICATIONS

1. On the motion of Comm. Gannon and second of Comm. Bagdanov, unanimously approved. The clerk will make the arrangements for the work.
2. On the motion of Comm. Jarmer and second of Comm. Gannon, unanimously approved that each fire company may send one piece of apparatus to the Asbury Park parade.

REPORT OF THE TREASURER

Report attached

Motion to approve bill list and accept the report of the Financial Officer.

Motion: Comm. Jarmer, Second: Comm. Moses-Day

Roll Call:	Yes	Commissioner Robert McEwan, Chairman
	Yes	Commissioner Paul Bagdanov
	Yes	Commissioner Matthew Gannon
	Yes	Commissioner Scott Jarmer
	Yes	Commissioner Lori Moses-Day

OLD BUSINESS

Tablet computers are on order. Additional radios, approved last month, are on order.

NEW BUSINESS

Resolution 2023-03-08

Resolution approving audit.

Motion: Comm. Bagdanov Second: Comm. Gannon

Roll Call:	Yes	Commissioner Robert McEwan, Chairman
	Yes	Commissioner Paul Bagdanov
	Yes	Commissioner Matthew Gannon

RESOLUTION #2023-03-01
A RESOLUTION TO ESTABLISH STAFF POSITIONS

BE IT RESOLVED, That the following designated staff positions are approved and assigned as shown:

Scott Liddick	Fire Official
David M. Shotwell Jr.	Fire District Clerk
Debra Latshaw	Financial Officer
James Hundley	Attorney
Vincent J. Alvino	Auditor
Rev. Joe Tiedemann	Chaplain
Rev. William Noll	Chaplain

Offered by: Comm. Paul Bagdanov Second by: Comm. Matthew Gannon

Voting

Yes	No	Abstain	Absent	
X				Commissioner Bagdanov
X				Commissioner Jarmer
X				Commissioner Moses-Day
X				Commissioner Gannon
X				Commissioner McEwan

RESOLUTION NO. 2023-03-02
A RESOLUTION TO ESTABLISH SCHEDULE OF MEETINGS

BE IT RESOLVED, That pursuant to the Open Public Meetings Act, the Board of Fire Commissioners, Fire District No. 2, (Ocean Grove Fire District) Neptune, N.J. adopts the following schedule of meetings for the balance of the year 2022-2023, said meetings to be held at the Ocean Grove Fire Headquarters, 50 Olin Street, Ocean Grove, on the dates listed at 7:30 P.M., unless otherwise indicated. * Workshop meetings will be held at 7:00 pm before the April, June, August, October, and December meetings.

Tuesday April 11, 2023 *
Thursday May 11, 2023
Thursday June 8, 2023 *
Thursday August 10, 2023
Thursday September 7, 2023
Thursday October 12, 2023 *
Thursday November 9, 2023
Thursday December 14, 2023 *
Thursday January 11, 2024
Thursday February 8, 2024
Tuesday March 5, 2024

Fire District Election
Saturday, February 17, 2024, 2 p.m - 9 p.m.

BE IT FURTHER RESOLVED, That the clerk of the Board be and he is hereby authorized to publish this resolution in accordance with the Open Public Meetings Act.

Offered by: Comm. Scott Jarmer Second by: Comm. Lori Moses-Day

Voting

Yes No Abstain Absent

X				Commissioner Bagdanov
X				Commissioner Jarmer
X				Commissioner Moses-Day
X				Commissioner Gannon
X				Commissioner McEwan

RESOLUTION NO. 2023-03-03
A RESOLUTION TO APPOINT PROFESSIONALS

WHEREAS, There exists a need by the Board of Fire Commissioners for various professional services including legal and audit; and,

WHEREAS, These appointments are being made without competitive bidding because the appointments involve members of recognized professions, licensed and regulated by law, pursuant to NJSA 40A:11-5;

NOW, THEREFORE, BE IT RESOLVED, By the Board of Fire Commissioners of the Fire District No. 2 (Ocean Grove Fire District) Neptune, N.J, that the Chairman and Clerk be and they are hereby authorized and directed to engage the services of:

Vincent J. Alvino	Auditor
James Hundley	Attorney

BE IT FURTHER RESOLVED, That these appointments are being made pending submission and approval of service contracts; and,

BE IT FURTHER RESOLVED, That the clerk of the Board be and he is authorized and directed to publish this resolution in accordance with NJSA 40A:11-1.

Offered by: Comm. Lori Moses-Day	Second by: Comm. Matthew Gannon
Voting	

Yes	No	Abstain	Absent	
X				Commissioner Bagdanov
X				Commissioner Jarmer
X				Commissioner Moses-Day
X				Commissioner Gannon
X				Commissioner McEwan

RESOLUTION #2023-03-04
A RESOLUTION TO DESIGNATE DEPOSITORIES FOR MUNICIPAL FUNDS

BE IT RESOLVED, that the Kearny Bank and PNC Bank are hereby designated as the depository for the Neptune Fire District No.2 (Ocean Grove Fire District) funds; and,

BE IT FURTHER RESOLVED, that Kearny Bank is hereby authorized to make payment from the funds on deposit in said institutions to the credit of Neptune Fire District No. 2 (Ocean Grove Fire District) in the following accounts: General and Payroll, upon and according to the checks drawn bearing three signatures from any three as follows:

Signature of: Chairman, Secretary, Treasurer or Financial Officer.

BE IT FURTHER RESOLVED, that the Board of Fire Commissioners' safe deposit box shall also require three signatures from three as follows:

Signature of: Chairman, Secretary, Treasurer or Financial Officer.

Offered by: Comm. Scott Jarmer Second by: Comm. Paul Bagdanov

Voting

Yes	No	Abstain	Absent	
X				Commissioner Bagdanov
X				Commissioner Jarmer
X				Commissioner Moses-Day
X				Commissioner Gannon
X				Commissioner McEwan

RESOLUTION #2023-03-05
A RESOLUTION TO DESIGNATE OFFICIAL NEWSPAPERS

BE IT RESOLVED, that the Asbury Park Press and the Coaster be designated as the official newspapers for the insertion of legal notices for the Board of Fire Commissioners, Fire District No.2, (Ocean Grove Fire District) Neptune, NJ.

Offered by: Comm. Scott Jarmer Second by: Comm.Comm. Lori Moses-Day

Voting

Yes	No	Abstain	Absent	
X				Commissioner Bagdanov
X				Commissioner Jarmer
X				Commissioner Moses-Day
X				Commissioner Gannon
X				Commissioner McEwan

RESOLUTION #2023-03-06
A RESOLUTION
TO DESIGNATE INDIVIDUAL COMMISSIONERS
TO SUPERVISE SPECIFIC AREAS

BE IT RESOLVED, the following areas shall fall under the supervision of the indicated Commissioners:

FACILITIES:	Commissioner Matthew Gannon
ADMINISTRATION & FINANCE:	Commissioner Paul Bagdanov
PERSONNEL:	Commissioner Lori Moses-Day
APPARATUS:	Commissioner Scott Jarmer

Offered by: Comm. Matthew Gannon

Second by: Comm. Lori Moses-Day

Voting

Yes	No	Abstain	Absent	
X				Commissioner Bagdanov
X				Commissioner Jarmer
X				Commissioner Moses-Day
X				Commissioner Gannon
X				Commissioner McEwan

Resolution #2023-3-6
RESOLUTION TO CERTIFY THE AMOUNT TO BE RAISED BY TAXATION.

Whereas at the fire district election held on February 18, 2023 the voters approved the budget question below with 69 votes in favor and 22 against,

Shall the Board operate for the year 2023 with a budget of \$963,513 and an amount to be raised by taxation of \$812,162?

Now therefore, the Board resolves and certifies the amount of \$812,162.00 to be raised by taxation.

Offered by: Comm. Paul Bagdanov Second by: Comm. Comm. Matthew Gannon

Voting

Yes	No	Abstain	Absent	
X				Commissioner Bagdanov
X				Commissioner Jarmer
X				Commissioner Moses-Day
X				Commissioner Gannon
X				Commissioner McEwan

RESOLUTION #2023-03-07

CONFIRM THE RECEIPT OF THE ANNUAL REPORT OF AUDIT
FOR NEPTUNE TOWNSHIP FIRE DISTRICT #2 FOR THE YEAR 2021

WHEREAS, N.J.S.A 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and,

WHEREAS, the Annual Report of Audit for the year 2021 has been filed by a Registered Municipal Accountant with the District Clerk as per the requirements of N.J.S. 40A:5-6, and a copy has been received by each member of the governing body; and,

WHEREAS, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34; and,

WHEREAS, the Local Finance Board has promulgated a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled:

General Comments Recommendations Auditors' Opinions

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

General Comments Recommendations Auditors' Opinions

as evidenced by the group affidavit form of the governing body; and,

WHEREAS, such resolution of certification shall be adopted by the Governing body no later than forty-five (45) days after the receipt of the annual audit, as per the regulations of the Local Finance Board; and,

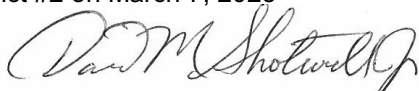
WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and,

WHEREAS, failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52 to wit:

R.S.52:27BB-52 - " A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office."

NOW, THEREFORE BE IT RESOLVED, that the Board of Fire Commissioners of Neptune Township Fire District #2 hereby states that it has complied with the promulgation of the Local Finance Board of the State of New Jersey dated July 30, 1968 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

The above is a true and exact copy of a resolution adopted by the Board of Fire Commissioners of Neptune Township Fire District #2 on March 7, 2023



David M. Shotwell, Jr., District Clerk