OCEAN GROVE BOARD OF FIRE COMMISSIONERS

MINUTES

May 11, 2021

OPENING

The meeting was called to order at 7:30 pm by Chairman Robert McEwan, 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", having been advertised in the March 4, 2021, and May 8, 2021 issues of The Coaster.

Roll Call: Commissioner Robert McEwan, present Commissioner Scott Jarmer, present Commissioner Edwin Deuchar, present Commissioner Matthew Gannon, present Commissioner Paul Bagdanov, present

UNFINISHED BUSINESS OF THE OUTGOING BOARD

No unfinished business noted

Motion to adjourn the Board sine die

Offered by: Comm. Bagdanov Second by: Comm. Deuchar

Roll Call: Commissioner Robert McEwan, yes Commissioner Scott Jarmer, yes Commissioner Edwin Deuchar, yes Commissioner Matthew Gannon, yes Commissioner Paul Bagdanov, yes

ELECTION REPORT

The Clerk reported the district election was held on April 20, 2021.

Three 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,

Edwin Deuchar received 91 votes. Robert McEwan received 108 votes. Lori Moses-Day received 111 votes. The budget passed with 139 votes in favor and 20 against.

INVESTITURE

Lori Moses-Day and Robert McEwan to the office of Commissioner of Neptune Township Fire District No. 2, the Ocean Grove Fire District.

REORGANIZATION

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

Comm. McEwan was nominated by Comm. Bagdanov and second by Comm. Jarmer for the office of Chairman for the next year. Comm. Jarmer was nominated for Secretary of the Board of Fire Commissioners by Bagdanov, second by Comm. Gannon. Vote: Unanimously Approved

Comm. Bagdanov was nominated for the office of Treasurer of the Board of Fire Commissioners by McEwan, seconded by Comm. Jarmer. Vote: Unanimously Approved

RESOLUTIONS for ORGANIZATION

Resolution 2021-5-01

A RESOLUTION TO ESTABLISH STAFF POSITIONS

Offered by: Comm. Jarmer Second by: Comm. Gannon Voting

> Commissioner Bagdanov yes Commissioner Jarmer yes Commissioner Moses-Day yes Commissioner Gannon yes Commissioner McEwan yes

Resolution 2021-5-2 TO ESTABLISH SCHEDULE OF MEETINGS

from June 2021 through March 2022 and the Fire District Election

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

Voting

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

Resolution #2021-5-3 TO APPOINT PROFESSIONALS

(auditor & attorney)

Offered by: Comm. Bagdanov

Second by: Comm. Gannon

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

Resolution #2021-5-4 DESIGNATE DEPOSITORIES FOR MUNICIPAL FUNDS

Offered by: Comm. Bagdanov Second by: Comm. Jarmer Voting

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

Resolution #2021-5-5 TO **DESIGNATE OFFICIAL NEWSPAPERS**

for legal notices for the Board

Offered by: Comm. Jarmer Second by: Comm. Bagdanov Voting

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

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Resolution #2021-5-6

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

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

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

Motion to resume the regular meeting agenda

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

Voting

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

MINUTES OF LAST MEETING

Motion to approve minutes of April 8, 2020 meeting.

Offered by: Comm. Jarmer Second by: Comm. Gannon

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

COMMUNICATIONS

- 1. Letter from Washington Fire Co.; remove hose reels, with estimate
- 2. Letter from Washington Fire Co.; sell apparatus, purchase replacement

ACTION ON COMMUNICATIONS

- 1. With regard to the letter from Washington Fire Co.; remove hose reels, with estimate, the Board requested Scott Liddick obtain 2 more quotes.
- 2. With regard to the letter from Washington Fire Co.; sell apparatus, purchase replacement, following discussion the Board took no action.

TREASURER'S REPORT

Motion to approve the bill list and accept the Treasurer's Report

Offered by: Comm. Bagdanov Second by: Comm. Jarmer Voting

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

OLD BUSINESS

It was noted that the sign at Eagle Firehouse is in the process of replacement. In response to an inquiry, it was noted that no further action or discussion has occurred with regard to building renovation.

NEW BUSINESS

Other than the reorganization matters noted above, no new business was presented.

REPORTS

Fire Official:	Written report provided.
Fire Chief:	Verbally reported 65 alarms year to date; suggested board consider engaging a training officer, requested printed lawn signs to recruit new members.
Clerk:	Hazardous materials report required by state was completed and submitted. Respiratory protection surveys have been submitted

PUBLIC HEARING

Joseph San Felice II informed the Board that Washington Fire Co. has selected him as the designated representative to the Building Renovation committee and wants the renovation discussions to move forward; commented on the qualifications of prospective bidders to provide quotes for the removal of the hose reel referenced under Communications; requested confirmation or clarification regarding Board plans to reduce the number of apparatus. Comm. McEwan stated the Board had not had any discussions regarding reductions and there was no plan.

to Meridian Occupational Health.

Ted Duda suggested the Board institute a Length of Service Awards Plan (LOSAP)

Josh Hansen requested lawns signs to recruit new members for the fire department.

Ben Benfer noted the Flea Market was scheduled for June 5 and in the past a Public Relations table has been staffed by members of the department.

ADJOURNMENT

Offered by: Comm. Jarmer Second by: Comm. Bagdanov Unanimously approved at 7:53 pm.

BILL LIST - MAY 2021

CHECK	PAYEE	DESCRIPTION	AMOUNT
5232	Scott Liddick	Payroll	\$1,211.71
5233	Scott Liddick	Payroll	\$1,194.37
5234	Richard J. Cuttrell	Payroll	\$908.00
5235	David Shotwell, Jr.	Payroll	\$705.38
5236	Ronald Cole, Jr.	Payroll	\$4,291.00
5237	Edwin Deuchar	Payroll	\$526.27
5238	Eagle Hook & Ladder Co.	Building maintenance	\$800.00
5239	Washington Fire Company	Building maintenance	\$800.00
5240	Stokes Fire Co.	Building maintenance	\$800.00
5241	JCP&L	Electric	\$632.94
5242	NJAWC	Hydrants/water	\$3,250,60
5243	NJNG	Natural gas	\$1,187,54
5244	Verizon	Phones	\$117.62
5245	Optimum	Internet/phone	\$455.87
5246	The Equitable	Payroll - Deferred Comp	\$100.00
5247	NJFSPC	Payroll	\$433.33
5248	NJESPC	Payroll	\$450.67
5249	Chris Bedrosian	Election worker	\$100.00
5250	Township of Neptune	Insurance 2nd of 4	\$14,246,50
5251	All Hands Fire Equipment	Gear	\$2,420.00
5252	VOID	VOID	
5253	Prudential Retirement	Pension Payments	\$95.27
5254	Premier Graphics	Election ballots/authorities	\$685.00
5255	Sprint	Cell phone charges	\$274.66
5256	Staples	Office supplies	\$66.63
5257	Quickconnect.com	Teleconferencing services	\$10.76
5258	New Jersey Fire Equipment Co.	Set of turnout gear	\$3,627.92
5259	OGSA	1st guarter sewer	\$48.10
5260	Cross Over Networks	IT monthly payment	\$214.00
5261	Treasurer - State of New Jersey	Renewal of Fire Official/Invest. License	\$91.00
5262	FIS On-Site Service	Vehicle maintenance & repairs	\$15,149.79
5263	Monmouth County Treasurer	Voter registry lists	\$4.50
5264	Seaboard Fire & Safety	Fire extinguishers maintenance	\$98.00
5265	The Coaster	Legal ad	\$28.98
5266	David Shotwell, Jr.	Reimbursement for election day meal	\$30.20
5267	Postmaster	Stamps	\$110.00
5268	Ronald Cole, Jr.	Postage reimbursement	\$15.50
5269	Home Depot	Building supplies	\$478.98
5270	Ocean Grove Hardware	Building supplies	\$39.72
5271	FIS On-Site Service	Vehicle maintenance & repairs	\$4,776.47
5222	VOID Check #5222 - \$182.00	VOID Check	-\$182.00
Dir. Debit	Internal Revenue Service	Payroll taxes	\$2,786.77
Dir. Debit	NJSHBP	Health Benefits	\$6,540.09
Dir. Debit	PERS/PERS Life Ins.	Pension Payments	\$936.75
		-	

BILL LIST

\$70,558.89

OCEAN GROVE BOARD OF FIRE COMMISSIONERS MONTHLY BUDGET STATEMENT - AS OF APRIL 30, 2021

REVENUES	2021 BUDGET	REALIZED	UNREALIZED
SURPLUS	\$156,000.00	\$156,000.00	\$0.00
STATE FEES	\$10,000.00	\$2,915.25	\$7,084.75
LOCAL FEES	\$15,000.00	\$0.00	\$15,000.00
STATE FIRE GRANT	\$6,251.00	\$0.00	\$6,251.00
INTEREST EARNED	\$100.00	\$22.47	\$77.53
AMOUNT RAISED BY TAX TOTAL REVENUES UNANTICIPATED REVENUES	\$764,269.00 \$951,620.00	\$265,057.12 \$423,994.84 \$900.00	\$499,211.88 \$527,625.16
APPROPRIATIONS	2021 BUDGET	REALIZED	UNREALIZED
COMMISSIONERS Salary/Benefits	\$61,400.00	\$17,989.32	\$43,410.68
SALARIES	\$227,440.00	\$90,627.61	\$136,812.39
Administration	\$31,340.00	\$12,870.92	\$18,469.08
Operations	\$171,100.00	\$54,928.79	\$116,171.21
Uniform Fire Safety	\$25,000.00	\$22,827.90	\$2,172.10
BENEFITS	\$107,620.00	\$64,620.65	\$42,999.35
Administration Operations HYDRANT RENTAL INSURANCE	\$6,436.00 \$101,184.00 \$39,000.00	\$3,839.20 \$60,781.45 \$9,567.36	\$2,596.80 \$40,402.55 \$29,432.64
PROFESSIONAL SERVICES ADVERTISING ELECTION	\$80,000.00 \$33,000.00 \$1,500.00 \$2,500.00	\$14,446.50 \$525.00 \$53.87 \$0.00	\$65,553.50 \$32,475.00 \$1,446.13 \$2,500.00
DUES & EDUCATION	\$6,000.00	\$1,602.00	\$4,398.00
SUPPLIES	\$150,000.00	\$8,242.18	\$141,757.82
UTILITIES	\$30,000.00	\$8,635.22	\$21,364.78
OFFICE SUPPLIES	\$7,000.00	\$544.65	\$6,455.35
MAINTENANCE & REPAIRS	\$105,000.00	\$18,234.65	\$86,765.35
TRAINING	\$12,000.00	\$238.00	\$11,762.00
COMMUNICATIONS	\$22,000.00	\$4,259.57	\$17,740.43
UNIFORM FIRE - OTHER EXP.	\$21,000.00	\$3,400.15	\$17,599.85
DEBT SERVICE	\$46,160.00	\$2,580.00	\$43,580.00
TOTAL APPROPRIATIONS	\$951,620.00	\$245,566.73	\$706,053.27
2020 APPROPRIATION RESERVES	\$228,258.88	\$33,441.80	\$194,817.08
PNC MONEY MARKET CENTRAL JERSEY CHECKING TOTAL GENERAL FUND	\$256,868.36 \$243,972.00 \$500,840.36	\$436,518.36	
CAPITAL RESERVE FUND		\$64,322.00	

RESOLUTION #2021-05-01 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
Richard J. Cuttrell	Financial Officer
James Hundley	Attorney
Vincent J. Alvino	Auditor
Rev. Walter Quigg	Chaplain
Rev. Richard Hendrickson	Chaplain

Offered by: Comm. Jarmer

Second by: Comm Gannon

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

RESOLUTION NO. 2021-05-02 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 2018-2019, 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:

Thursday June 10, 2021	Thursday November 11, 2021
Thursday July 8, 2021	Thursday December 9, 2021
Thursday August 12, 2021	Thursday January 13, 2022
Thursday September 9, 2021	Thursday February 10, 2022
Thursday October 14, 2021	Tuesday March 1, 2022

Fire District Election Saturday, February 19, 2022, 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. Bagdanov

Second by: Comm. Gannon

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

RESOLUTION NO. 2021-05-03 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.	Bagdanov	Second by:	Comm. Gannon
Voting				

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

RESOLUTION #2021-05-04

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. Bagdanov Second by: Comm. Jarmer

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

RESOLUTION #2021-05-05 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. Jarmer Second by: Comm. Bagdanov

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

RESOLUTION #2021-05-06 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. Bagdanov Second by: Comm Gannon

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

Washington Fire Company No. 1

50 Olin St Ocean Grove, NJ 07756



May 9, 2021

To Board of Fire Commissioners:

The Washington Fire Company is requesting that the reels be removed from the Saulsbury in order to have a flat hose bed with dividers to make it a first due engine. Due to the age and current situation of not being able to get certain parts for the Pierce, we do not know how much longer it will be in service and would like to plan ahead for future use of the Saulsbury. Not only will it make it quite easier and faster to drop a line to a hydrant but also it will hold more hose. We have asked Scott L to get a price quote for the removal of the reels. Please find it attached to this letter. Thank you for your time and consideration.

Respectfully submitted,

Washington Secretary

F.I.S. ON-SITE SERVICE LLC

206 Davis Ave. Forked River, NJ. 08731 Phone: 609-693-7122 Fax: 866-733-9774

000415

Estimate for Services

Estimate Date : 5/7/2021

OCEAN GROVE FIRE DEPT. 50 OLIN STREET Ocean Grove, NJ 07756				2000 SAULSBURY - pumper - Lic # : - NJ Unit # : 54-3-75 VIN # :		Odom. In: O
Part Description / Number	Qty	Sale	Ext	Labor Description	Hours	Extended
COMPLETE HOSE BED WITH	1.00	9,788.00	9,788.00	QUOTE FOR REEL REMOVAL	60.00	6,600.00
SUPPORTS HOSEBED HOSE BED DIVIDER	2.00	95.00	190.00	REMOVE REAR HOSE REELS AND ALL HYD NEW HOSE BED WITH SUPPORTS. ADD TW		UCATE
HOSEBEDDIV	2.00	55.00	190.00			
MISC	1.00	875.00	875.00			
MISC						
Parts/Supplies: 10,853.00 Labor: 6,600.00					Tota	l : \$ 17,453.00
TEARDOWN ESTIMATE: I understand that my vehicle will be reassembled withindays of the date shown above if I choose not to authorize the service						

TEARDOWN ESTIMATE: I understand that my vehicle will be reassembled within___days of the date shown above if I choose not to authorize the service recommended. All Parts removed will be discarded unless instructed otherwise: Save all Parts____. NOT RESPONSIBLE FOR LOSS OR DAMAGE TO CARS OR ARTICLES LEFT IN CARS IN CASE OF FIRE, THEFT OR ANY OTHER CAUSE. All labor is warranted for 90 days unless other wise stated. Parts are covered under the manufactures warranty. All valve replacement or repair are covered for 30 days labor only.
Signature______ Date_____ Time_____

SCHEPER, FRANK

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Washington Fire Company No. 1

50 Olin St Ocean Grove, NJ 07756



May 9, 2021

To Board of Fire Commissioners:

The Washington Fire Company is suggesting to the Board that we look into the future of the apparatus assigned to the Washington Fire Company. The age and the inability to get certain parts for the Pierce Engine are a Significant concern that we like the Board to be aware of. We do not know how much longer that our Pierce Engine will be in service for. Therefore, we are merely suggesting to the Board the possibility of selling both our engines and purchasing a new one.

Thank you for your time and consideration.

Respectfully submitted,

Washington Secretary