

## Board of Fire Commissioners, District II

April 1st, 2024

President Cliff Sharp opened the meeting at 6:30 PM.

The American Flag was then saluted, and the Lord's Prayer was recited prior to the start of the meeting.

### Members participating were:

Mark Sheppard, Fred Hundt, Bill Horseman, Cliff Sharp, and Ron Sutton Jr.

### Minutes

The minutes of the March 4th meeting were sent to all via email. Motion was made to accept the minutes by Ron Sutton Jr and seconded by Bill Horseman. All those present voted to approve the minutes from the Commissioners meeting.

### Treasurers Report:

A detailed treasurers report from Cheryl Sayers owner of our CPA firm was handed out. Cheryl went over our report as it reflected all transactions since the last meeting. The Starting balance was \$149,139.87. The ending balance was \$84,293.15. The motion to accept the report was made by Cliff Sharp and was seconded by Fred Hundt.

Roll call vote was taken:

Mark Sheppard. Yes

Fred Hundt Yes

Cliff Sharp Yes

Bill Horseman Yes

Ron Sutton Jr Yes

Mark Sheppard then made a motion to pay all bills for next month's period and it was seconded by Fred Hundt.

Roll call vote was taken:

Mark Sheppard. Yes

Fred Hundt Yes

Cliff Sharp Yes

Bill Horseman      Yes

Ron Sutton Jr      Yes

**Old Business**

Mark said that Todd Heck had called him back and with some information on the question of whether the Fire Commission is incorporated or not. He told Mark he found incorporation papers for the Fire Company only. He really had no answer on the Fire Commission being incorporated. Mark asked Fred if he had spoken to Todd. Fred said that Todd had contacted him earlier today and that he also said that he found the Fire Company was only incorporated. He also read that the Fire Districts need not to be incorporated as they came under some state statute that shows no need for them to be incorporated. Fred explained to Todd the issue we are now having trying to get grants through FEMA due to the Commission not being incorporated. Fred told Todd the FEMA has changed the rule now requiring the Fire Districts to be incorporated. Todd asked Fred to get him the exact information of the grants requirements and the people that have been telling us this information. He will reach out to help find a solution. Fred told him how successful we have been in the past with other grants.

Fred reported that he spoke to Todd about the rescue squad in Laurel Lake possibly shutting down and the effects that this will have on the communities. Todd said that he only found legislation allowing municipalities to give stipends to those that were not already being financed by their local government.

He also told Fred that he found nothing that stated who was financially responsible for the EMS service in their respective municipality. Fred told Todd that this was going to be a major cost to someone and that the township's mayor at the time of the discussion with our local Township Committee said that this was a Fire district issue.

Fred also told Todd that he was looking for something more concrete on who was responsible for these services in each municipality. The other two townships on the Bayshore are financially supporting the EMS services and not the Fire Districts there. Both Maurice River and Downe Townships currently supply the residents with their ambulatory and EMS services.

Fred asked Chief Hundt about the implementation of the new 700 radio system. Chief Hundt reported that the new date is now August of 2024.

Chief Hundt also reported that Rescue 1221 has finally been serviced and that the steering stabilizer has been replaced.

Mark Sheppard reported that he checked with our insurance company due to the concerns of the cost of the new 700 portable radios. He said that the insurance

company said that we have \$125,000 equipment liability and that these radios will fall under this umbrella.

**New Business:**

The following resolutions were presented.

**Resolution #24-02**

**Authorizing meeting schedule:**

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 or 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 Commercial, County of Cumberland, as follows:

- (1) All regular meetings of the Commissioners shall take place every month at 6:30 p.m. at the Mauricetown Fire Hall located at 9545 Noble St in Mauricetown, N.J 08329.
- (2) February 5<sup>th</sup> 2024  
March 4<sup>th</sup> 2024  
  
April 1<sup>st</sup> 2024  
  
May 6<sup>th</sup> 2024  
  
June 3<sup>rd</sup> 2024  
  
July NO MEETING

August 5<sup>th</sup> 2024

September 3<sup>rd</sup> 2024

October 7<sup>th</sup> 2024

November 4<sup>th</sup> 2024

December 2<sup>nd</sup> 2024

January 6<sup>th</sup> 2025

February 3<sup>rd</sup> 2025

March 3<sup>rd</sup> 2025

(2) A summary of this resolution shall be mailed to the **Daily Journal Newspaper**

(3) A summary of this resolution shall be posted and shall be maintained on the official bulletin board of the Township of Commercial, 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.

Resolution #24-03 Authorizing Appointment of CPA accounting firm.

**Resolution # 24-03 Authorizing Appointment of Accounting/ CPA  
for the 2024 Year**

WHEREAS, there exists a continuing need for certain accounting services to be provided to the Commissioners of Fire District No. 2 in the Township of Commercial, County of Cumberland, concerning various responsibilities undertaken by said Commissioners; and

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the 2024 year; 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; and,

WHEREAS, the subject resolution providing for the awarding of this contract relative to professional services, and the notice of award of said contract shall be made available for public inspection; and,

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i), provides that a notice of the award of said contract be published in a newspaper, said advertisement stating the nature, duration and amount of the contract.

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

(1) **Cheryl Sayers CPA Accounting Firm of Marmora N.J.** is hereby appointed to provide accounting services to the Commissioners. This appointment is made pursuant to the proposal as submitted and attached hereto.

(2) This resolution and the notice of award of contract shall be available for public inspection.

#### **Resolution # 24-04**

#### **Designation of Official Newspapers for**

#### **Publications for the 2024 Year**

WHEREAS, the Commissioners of Fire District No2, Township of Commercial County of Cumberland , 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 2024 year.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District 2, in the Township of Commercial in the County of Cumberland, as follows:

(1) The official newspapers in which the Commissioners will publish all required notices or other items during the 2024 year pursuant to New Jersey statutes shall be **The Daily Journal, (Gannett)** unless said New Jersey statutory law otherwise mandates that a newspaper other than those as referenced herein be used for said publications.

#### **Resolution # 24-05**

#### **Adoption of Cash Management Plan year 2024**

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 #2 in the Township of Commercial County of Cumberland, 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 Cash Management Fund and/or **The Ocean First Bank,** for year 2024

**THE COMMISSIONERS OF FIRE DISTRICT NO. 2  
IN THE TOWNSHIP OF COMMERCIAL, COUNTY OF CUMBERLAND**

**Resolution # 24-06**

**Authorizing  
Appointment of Attorney**

**for the 2024 Year**

WHEREAS, there exists a continuing need for legal services to be provided to the Commissioners of Fire District No.2 in the Township of Commercial, County of Cumberland, concerning various responsibilities undertaken by the Commissioners; and,

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the year of 2023; 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; and,

WHEREAS, the subject resolution providing for the awarding of a contract relative to professional services and the notice of the award of contract shall be available for public inspection; and,

WHEREAS, the Local Public Contract Law, N.J.S.A. 40A:11-5(1)(a)(i), provides that a notice of the award of said contract shall be published in a newspaper, said advertisement stating the nature, duration and amount of the contract.

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

(1) **Todd Heck, Esq.**, is hereby appointed to provide legal services to the Commissioners relative to any and all issues presented to the Commissioners pursuant to any of its obligations or responsibilities. This appointment is made pursuant to the proposal attached hereto and made a part hereof.

(2) This resolution and the notice of award of contract shall be available for public inspection.

The resolutions were presented and passed with a roll call vote:

|                |     |
|----------------|-----|
| Mark Sheppard. | Yes |
| Fred Hundt     | Yes |
| Cliff Sharp    | Yes |
| Bill Horseman  | Yes |
| Ron Sutton Jr  | Yes |

The Commission received a letter from the Township Clerk requesting that the Boards commission attend a meeting on Thursday April 4<sup>th</sup> at 5:00PM to discuss with the Township Committee and all three Fire Districts the future of EMS in the township.

Copies of all the financial records, the audit that the township had previously done, and records of payroll were requested by the Commissioners of Port Norris and Mauricetown. The Township Clerk sent all this information to those Boards. There was a discussion at this month's meeting on many issues including the rates of compensation that the Laurel Lake Board and officers of the rescue squad are being paid. There were possibilities discussed at this Board meeting on what steps need to be taken if the Laurel Lake EMS folds. The Board feels that this is a Township issue and that the Township Committee needs to be proactive. One Township Committee member has



repeatedly said this is the Fire Commissions responsibility. All members are urged to attend this meeting.

**Chiefs Comments:**

Leesburg will be hosting a three day seminar on bus accidents. Chief Bud Hughes has obtained a bus that will get cut up during the drill. Dates are April 8<sup>th</sup>, April 15<sup>th</sup> and April 22<sup>nd</sup>.

**Public Portion:**

The meeting was opened to the public.

Mayor Ron Sutton Sr suggested that everyone should come the meeting with the Township on Thursday and ask questions about the current and future EMS services.

The meeting was adjourned at 7:15 PM.

Fred Hundt, Secretary