

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

7:00 PM WORKSHOP AGENDA

1. Reorganization
2. Olin Street Firehouse kitchen appliances (freezer, refrigerator)

7:30 PM MEETING AGENDA

March 5, 2024
OPENING

Meeting called to order.

Flag Salute.

This meeting is 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 2023 issue of the Coaster.

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

UNFINISHED BUSINESS OF THE OUTGOING BOARD

Motion to adjourn the Board sine die

Motion: Second:

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

ELECTION REPORT

The Clerk reports the district election was held on February 17, 2024

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,

Lori Moses-Day received 94 votes.
Robert S. McEwan received 91 votes.
There was a single vote for a write in candidate: Tim McCloone
The budget passed with 76 votes in favor and 24 against.

INVESTITURE

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

REORGANIZATION

On the motion of Commissioner _____ and second of Commissioner _____,
and approval of the entire Board, _____ was selected to act as temporary
Chairman.

Vote:

_____ was nominated by Comm. _____ and second by Comm. _____
for the office of Chairman for the next year.

Vote:

_____ was nominated for Secretary of the Board of Fire Commissioners by
_____, second by _____.

Vote:

_____ was nominated for the office of Treasurer of the Board of Fire
Commissioners by _____, seconded by _____.

Vote:

RESOLUTIONS for ORGANIZATION

Resolution 2024-3-01 A RESOLUTION TO ESTABLISH STAFF POSITIONS

Offered by: Comm. _____ Second by: Comm _____

Motion: _____ Second: _____

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

Resolution 2024-04-02
TO ESTABLISH SCHEDULE OF
MEETINGS& WORKSHOPS
from April 2024 through March 2025 and the Fire District Election

Motion: Second:

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

Resolution #2024-03-03
TO APPOINT PROFESSIONALS
(auditor & attorney)

Motion: Second:

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

Resolution #2024-03-04
DESIGNATE DEPOSITORIES FOR MUNICIPAL FUNDS

Motion: Second:

Roll Call: Commissioner Robert McEwan, Chairman

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

Resolution #2023-04-05
TO DESIGNATE OFFICIAL NEWSPAPERS
for legal notices for the Board

Motion: Second:

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

Resolution #2024-03-06
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: Second:

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

Resolution #2024-03-06
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 76 votes in favor and 24 against, the Board now certifies the amount of \$753,327.00 to be raised by taxation.

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

Motion to resume the regular meeting agenda

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

MINUTES OF LAST MEETING

Motion to approve the minutes of the February 8, 2024 meeting.

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

COMMUNICATIONS

- 1.
- 2.

ACTION ON COMMUNICATIONS

- 1.
- 2.

INVESTITURE OF NEW MEMBERS

REPORT OF THE TREASURER

Report attached

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

Motion: Second:

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

OLD BUSINESS

NEW BUSINESS

Resolution authorizing closed session for personnel or legal matter.

Motion: Second:

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

Resolution to

Motion: Second:

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

Resolution 2024-03-0x

Resolution to.

Motion: Second:

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

REPORT OF FIRE OFFICIAL

Report attached

REPORT OF FIRE CHIEF

PUBLIC HEARING

Motion to reopen meeting following closed session.

Motion: Second:

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

ADJOURNMENT

There being no further business before the Board at this meeting, motion to adjourn meeting.

Motion:

Second:

Roll Call:

Commissioner Robert McEwan, Chairman
Commissioner Paul Bagdanov
Commissioner Matthew Gannon
Commissioner Scott Jarmer
Commissioner Lori Moses-Day

Ocean Grove Bd of Fire Commissioners
Transactions by Account
As of March 5, 2024

Type	Date	Num	Name	Memo	Split	Credit
Checking - Kearny 2102						
Liability Check	03/03/2024	EFTPS	Internal Revenue Se...	21-6000958	-SPLIT-	2,499.14
Paycheck	03/05/2024	1819	David M Shotwell, Jr.		-SPLIT-	1,000.98
Paycheck	03/05/2024	1820	Debra Latschaw-Ada...		-SPLIT-	959.21
Paycheck	03/05/2024	1821	Scott Liddick		-SPLIT-	3,025.06
Liability Check	03/05/2024	EPIC	NJSHBP		-SPLIT-	8,180.00
Check	03/05/2024	EPIC	NJSHBP		Administrative	6,988.01
Liability Check	03/05/2024	To Print	NJFSCP	CS90239065A	Child Support	520.00
Liability Check	03/05/2024	To Print	NJFSCP	CS90013880B	Child Support	502.67
Liability Check	03/05/2024	To Print	Prudential Retirement	Plan# 316149...	-SPLIT-	132.76
Check	03/05/2024		Eagle Hook & Ladde...		Building	800.00
Check	03/05/2024		Stokes Fire Co		Building	800.00
Check	03/05/2024		Washington Fire Co		Building	800.00
Liability Check	03/05/2024	1803	EPIC		-SPLIT-	991.71
Liability Check	03/05/2024	1804	Life Insur		Life Insurance	31.67
Check	03/05/2024		John Kelly		Building	350.00
Check	03/05/2024		Herbert Electric Inc	Inv 63215	Building	128.95
Check	03/05/2024		Reliance Graphics Inc	Inv 00005071 ...	Election	954.75
Check	03/05/2024		NFPA	ID# 3384065 ...	Uniform Fire ...	175.00
Check	03/05/2024		Scott Liddick	reimburse tra...	Training	441.96
Check	03/05/2024		The New Coaster LLC	Inv 61163	Advertising	73.90
Check	03/05/2024		Vics Restaurant	10/25/23 mee...	Appropriation ...	296.97
Bill Pmt -Check	03/05/2024		All Hands Fire Equip...	Inv 20230	Accounts Pa...	201.99
Bill Pmt -Check	03/05/2024		Bruno's		Accounts Pa...	160.89
Bill Pmt -Check	03/05/2024		Danskln Insurance ...	Inv 23237	Accounts Pa...	200.00
Bill Pmt -Check	03/05/2024		FIS on Site Service ...	Inv 1634, 167...	Accounts Pa...	4,126.76
Bill Pmt -Check	03/05/2024		JCP&L		Accounts Pa...	544.92
Bill Pmt -Check	03/05/2024		NJAWC	1018-210026...	Accounts Pa...	3,887.40
Bill Pmt -Check	03/05/2024		NJNG		Accounts Pa...	2,283.48
Bill Pmt -Check	03/05/2024		Optimum	07866-12784...	Accounts Pa...	291.32
Bill Pmt -Check	03/05/2024		Staples	NYC 1022778...	Accounts Pa...	268.77
Check	03/05/2024	EPIC	NJ Div Pension & B...	2024 PERS a...	Operations	28,148.00
Check	03/05/2024		Ben Benfer	elections Feb ...	Election	125.00
Check	03/05/2024		Elizabeth Benfer	election Feb 2...	Election	125.00
Check	03/05/2024		Daniel VanOrden	elections Feb ...	Election	125.00
Total Checking - Kearny 2102						70,141.27
TOTAL						70,141.27

OCEAN GROVE BOARD OF FIRE COMMISSIONERS
MONTHLY BUDGET STATEMENT - AS OF February 29, 2024

<u>REVENUES</u>	<u>2024 BUDGET</u>	<u>REALIZED</u>	<u>UNREALIZED</u>
SURPLUS	\$110,000.00	\$110,000.00	\$0.00
RESTRICTED SURPLUS	\$60,000.00	\$0.00	\$60,000.00
STATE FEES	\$10,000.00	\$0.00	\$10,000.00
LOCAL FEES	\$20,000.00	\$3,006.90	\$16,993.10
STATE FIRE GRANT	\$6,251.00	\$0.00	\$6,251.00
INTEREST EARNED	\$100.00	\$0.00	\$100.00
AMOUNT RAISED BY TAX	\$753,327.00	\$58,958.90	\$694,368.10
TOTAL REVENUES	\$959,678.00	\$171,965.80	\$787,712.20
UNANTICIPATED REVENUES		\$0.00	
<u>APPROPRIATIONS</u>	<u>2024 BUDGET</u>	<u>REALIZED</u>	<u>UNREALIZED</u>
COMMISSIONERS Salary/Benefits	\$70,500.00	\$15,186.27	\$55,313.73
SALARIES	\$169,780.00	\$22,907.92	\$146,872.08
Administration	\$35,280.00	\$5,880.02	\$29,399.98
Operations	\$104,500.00	\$12,027.90	\$92,472.10
Uniform Fire Safety	\$30,000.00	\$5,000.00	\$25,000.00
BENEFITS	\$79,648.00	\$2,681.49	\$76,966.51
Administration	\$5,000.00	\$927.66	\$4,072.34
Operations	\$74,648.00	\$1,753.83	\$72,894.17
HYDRANT RENTAL	\$48,000.00	\$7,774.80	\$40,225.20
INSURANCE	\$87,550.00	\$20,825.00	\$66,725.00
PROFESSIONAL SERVICES	\$30,000.00	\$425.00	\$29,575.00
ADVERTISING	\$1,700.00	\$87.47	\$1,612.53
ELECTION	\$2,500.00	\$90.94	\$2,409.06
DUES & EDUCATION	\$6,000.00	\$30.00	\$5,970.00
SUPPLIES	\$145,000.00	\$6,348.72	\$138,651.28
UTILITIES	\$30,000.00	\$6,912.58	\$23,087.42
OFFICE SUPPLIES	\$7,000.00	\$762.90	\$6,237.10
BUILDING MAINTENANCE	\$65,000.00	\$7,890.00	\$57,110.00
VEHICLE MAINTENANCE	\$45,000.00	\$4,126.76	\$40,873.24
EQUIP MAINTENANCE/TESTS	\$12,000.00	\$4,691.20	\$7,308.80
TRAINING	\$30,000.00	\$625.00	\$29,375.00
COMMUNICATIONS	\$19,000.00	\$3,225.07	\$15,774.93
UNIFORM FIRE - OTHER EXP.	\$21,000.00	\$3,277.50	\$17,722.50
CAPITAL VEHICLE PURCHASE	\$90,000.00	\$0.00	\$90,000.00
DEBT SERVICE	\$0.00	\$0.00	\$0.00
TOTAL APPROPRIATIONS	\$959,678.00	\$107,868.62	\$851,809.38
2023 APPROPRIATION RESERVES	\$272,053.65	\$2,150.07	\$269,903.58
<u>CASH ON HAND</u>			
KEARNY CHECKING	\$789,565.70		
TOTAL	\$789,565.70		
	GENERAL FUND	\$725,243.70	
	CAPITAL RESERVE FUND	\$64,322.00	

RESOLUTION #2024-03-01
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.

Second by: Comm

Voting

Yes No Abstain Absent

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

RESOLUTION NO. 2024-03-02
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 2024-2025, 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, and October meetings.

Thursday April 11, 2024 *
Thursday May 9, 2023
Thursday June 13, 2024 *
no meeting scheduled in July
Thursday August 8, 2024*
Thursday September 5, 2024
Thursday October 10, 2024 *
Thursday November 14, 2024
Thursday December 12, 2024
Thursday January 9, 2025
Thursday February 13, 2025
Tuesday March 4, 2025

Fire District Election
Saturday, February 15, 2025, 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.

Second by: Comm

Voting

Yes No Abstain Absent

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

RESOLUTION NO. 2024-03-03
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.	Second by: Comm
Voting	

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

RESOLUTION #2024-03-04
A RESOLUTION TO DESIGNATE DEPOSITORIES FOR MUNICIPAL FUNDS

BE IT RESOLVED, that the Kearny Bank is 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.

Second by: Comm

Voting

Yes No Abstain Absent

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

RESOLUTION #2024-03-05
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.

Second by: Comm

Voting

Yes No Abstain Absent

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

RESOLUTION #2024-03-06
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.

Second by: Comm

Voting

Yes No Abstain Absent

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

Resolution #2024-3-6
RESOLUTION TO CERTIFY THE AMOUNT TO BE RAISED BY TAXATION.

Whereas at the fire district election held on February 17, 2024 the voters approved the budget question below with 76 votes in favor and 24 against,

Shall the Board operate for the year 2024 with a budget of \$959,678.00 and an amount to be raised by taxation of \$743,327.00?

Now therefore, the Board resolves and certifies the amount of \$753,327.00 to be raised by taxation.

Offered by: Comm.

Second by: Comm

Voting

Yes No Abstain Absent

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