

Iselin District #11
Board of Fire Commissioners
December 9, 2020
Minutes

In accordance with the Public Open Meeting Act, all provisions have been met by our annual announcement in The Star Ledger.

The meeting was called to order by Commissioner Steve Freeman on December 9, 2020 at 7:07 p.m. Roll call was taken. Commissioners in attendance: Freeman, Trela, Smith, Sandklev and Lisoski. Also in attendance were Chief Ryan Malheiro, Fire Official Helge Nordveit and President Mark Farese.

Upon the opening of the meeting, Commission Freeman paid respect to all veterans.

A motion was made by Commissioner Trela to approve the minutes from the November 11, 2020 meeting. The motion was seconded by Commissioner Smith.

Chief's Report

Chief Ryan Malheiro provided the monthly report to the Board.

Report Items:

1. December - two members low on percentages.
2. One member has resigned due to personal reasons.

Action Items:

None

Fire Official's Report

Fire Official Nordveit provided his monthly report to the Board.

Report Items:

1. Statistics: 10 Life and 2 Non-Life Inspections performed; Two investigations performed.
2. Bureau vehicles running well.
3. Fire Inspector Drana currently on lockdown due to COVID-19.
4. Right to Know surveys completed and submitted for both houses. Copy given to Board for files.
5. Civil Service Commission posted the Fire Official position for the Bureau. Fire Official Nordveidt currently in the process of re-applying for the position. The deadline is the 21st.
6. There is currently a recall on the Bureau vehicle.
7. Got a new cable for the Knox Box system because of an error message.

Action Items:

1. Fire Official to take Bureau vehicle to Bell Ford for recall.

Communications

No communications to discuss.

Bills

A motion was made by Commissioner Trela to pay all bills. The motion was seconded by Commissioner Sandklev. All Commissioners were in favor.

Alarms & Pagers

Steve Freeman provided his monthly report to the Board.

Report Items:

1. New computers were received.

Action Items:

1. Steve to program new computers for rigs.

Water & Hydrants

Steve Freeman provided his monthly report to the Board.

Report Items:

1. There will be no increase in the water rates for 2021.

Action Items:

None

Fire Prevention

Fire Official Nordveit provided his monthly report to the Board.

Report Items:

1. Still looking into possibilities for Fire Prevention week.

Action Items:

1. Items that do not have a slogan should be purchased by March.

House Report

Steve Freeman provided the monthly report to the Board.

Report Items:

1. Alarm inspections scheduled for 12/21.
2. Waiting on parts for the fan at House 2 to be repaired.
3. Quote received for a new generator for House 2 (\$26,000). To be purchased through Co-op to be invoiced this year for delivery next year. A concrete pad will have to be poured, placement to be confirmed. A motion was made by Commission Trela to purchase the generator and seconded by Commission Sandklev – all commissioners were in favor.

Action Items:

1. Elevator company to be contacted for damage to control panel.
2. Cooler downstairs to be repaired if it is something simple.

Truck Report

Scott Smith provided the monthly report to the Board.

Report Items:

1. Working on back step of Rescue and trying to get a bulb for it.
2. Truck's rear bumper to be removed to try to straighten it out.
3. Com 1 connection to be looked at on the Ladder.
4. 11-3 USB stopped working – fuses to be checked.
5. New phones are in all rigs.
6. Humatro coming in for servicing on the 14th.

Action Items:

None

Joint Board

Steve Freeman provided his monthly report to the Board.

Report Items:

Nothing to report at this time.

Action Items:

None

Unfinished Business

1. Wireless printer received for Bureau.

New Business

1. Adoption of Resolution 12-1-20 to enter into a Mutual Service Agreement with the Iselin Chemical Hook & Ladder Volunteer Fire Co., Inc. effective January 1, 2021.
2. Vote by Fire Commissioner to approve the 2021 budget – All in favor.

Treasurer's Report

1. Cash Balance - \$1,921,068.68

Action Items

1. Outstanding invoices need to be submitted by year end.
2. Gas Company bills still being paid by check. The issue seems to be at the bank end. John Trela will visit TD Bank while on vacation to see if it can be straightened out.

Meeting adjourned to go to a Budget Meeting - 7:29 pm.

RESOLUTION 12-1-20

At a meeting of the Board of Fire Commissioners, Fire District No.11-Iselin, held on Wednesday, December 9, 2020, the following resolution was unanimously adopted:

BE IT RESOLVED, that the Board of Fire Commissioners, Fire District No.11-Iselin enter into a Mutual Service Agreement with the Iselin Chemical Hook & Ladder Volunteer Fire Co., Inc., effective January 1, 2021, to provide for fire suppression and related services for the term of one (1) year commencing January 1, 2021, and terminating December 31, 2021 for the sum of Three Hundred and Thirty Two Thousand Dollars (\$332,000.00).

BE IT FURTHER RESOLVED, that the President and Secretary of the Board of Fire Commissioners, Fire District No. 11-Iselin be and they are hereby empowered to enter into, execute, affix the corporate seal, and deliver any and all documents necessary to carry out the intention of this resolution.

Dated: December 9, 2020

A handwritten signature in dark ink, appearing to read 'Ronald Lisoski', is written over a horizontal line.

Ronald Lisoski
Clerk of the Board

MUTUAL SERVICE AGREEMENT for 2021

THIS AGREEMENT, made and entered into this Ninth Day of December, 2020;

BETWEEN:

BOARD OF FIRE COMMISSIONERS, FIRE DISTRICT NO. 11-ISELIN, WOODBRIDGE TOWNSHIP,
a body corporate and politic of the State of New Jersey

maintaining its principal headquarters at 20 Auth Avenue, Iselin, in the Township of Woodbridge, in the County of Middlesex, and State of New Jersey; party of the first part, hereinafter referred to as "The Board",

AND:

ISELIN CHEMICAL HOOK & LADDER VOLUNTEER FIRE CO., INC.,
a non-profit corporation of New Jersey,

maintaining its headquarters at 20 Auth Avenue, Iselin, in the Township of Woodbridge, in the County of Middlesex, and State of New Jersey, party of the second part, hereinafter referred to as "The Company",

WITNESSETH:

In consideration of the mutual covenants and promises herein contained and
undertaken;

IT IS AGREED and REPRESENTED by and between the parties hereto as follows:

ARTICLE I

1. This Indenture of Agreement shall be known as the Fire District No. 11-Iselin Mutual Service Agreement.
2. The parties hereto are the Board of Fire Commissioners, Fire District No.11- Iselin and the Iselin Chemical Hook & Ladder Volunteer Fire Co., Inc., bodies corporate of the State of New Jersey.
3. This Indenture of Agreement is authorized by N.J.S.A. 40A:11-10 et seq., N.J.S.A. 40A:14-7 et seq., and N.J.S.A. 40A:14—70.1(b), to take effect on January 1, 2021, subject to and in accordance with the terms and provisions of paragraph four (4) hereinafter set forth and shall expire December 31, 2021.
4. This Indenture of Agreement shall not become effective until authorized by resolutions adopted by a majority vote of the Board and the members of The Company, both of the parties hereto, at a regular or special meeting of The Board and The Company, held in accordance with the constitution and by-laws of the respected parties hereto, and in accordance with all applicable laws of the State of New Jersey in such cases made and provided.

ARTICLE II

5. The Board hereby agrees to exclusively retain, engage, employ, hire, and utilize the services of The Company for the purpose of providing protection against loss of life and property by fire, including but not limited to, fire prevention, fire suppression, fire education and training, and miscellaneous services of every nature, kind and description and all related activities thereto, both direct and indirect, within the geographical boundaries of Fire District No. 11-Iselin for and during the term of this Indenture of Agreement.
6. The Company hereby agrees to provide, furnish, supply, and deliver the services of The Company for the purpose of providing protection against loss of life and property by fire, including but not limited to fire prevention, fire suppression, fire instruction, education, and training, and miscellaneous services of every nature, kind, and description and all related activities thereto, both direct and indirect, within the geographical boundaries of Fire District No. 11-Iselin for and during the term of this Indenture of Agreement.
7. The Board agrees to pay the sum of Three Hundred and Thirty Two Thousand Dollars (\$332,000.00) to The Company for the services hereinbefore set forth in paragraphs five (5) and six (6) of this Indenture of Agreement during the existence thereof and The Company agrees to provide the said services for said sum.
8. The Board further agrees to purchase, furnish, and supply, at its own cost and expense, the facilities to house fire engines, fire trucks, ladder trucks, support vehicles, rescue trucks, pumpers, and other Fire District vehicles, together with all of the equipment and supplies, of every nature, kind, and description, including but not limited to, fire engines, fire trucks, ladder trucks, pumpers, chief's car, rescue trucks, radio equipment, walkie-talkies, pagers, alarm systems, generators, breathing equipment, fire-fighting protective clothing, computers and all necessary and related software, hoses, tools, and all and any other equipment, related, directly or indirectly, to the activities of The Company in carrying out the intent and purpose of this Indenture of Agreement, subject only to: (1) the approval by a majority vote of The Board, subsequent to a request for such equipment from The Company, (2) the approval of the budget by the legal votes of Fire District No. 11-Iselin, and (3) the contract, budget, and bidding laws of the State of New Jersey.

ARTICLE III

9. The parties hereto, acting jointly as to all matters included within the purview of this Indenture of Agreement, shall operate as a single entity and shall be referred to as the Board of Fire Commissioners, Fire District No. 11-Iselin.
10. The parties hereto may adopt or amend constitutions and by-laws, from time to time, to govern the operation of The Board and The Company to implement and carry out the intent and purpose of this Indenture of Agreement. A current and complete set of by-laws shall be maintained by the Clerk of The Board and the Secretary of The Company.

11. Any and all approvals or authorizations that may be necessary or required to implement and carry out the intent and purpose of this Indenture of Agreement shall become effective upon a majority vote of The Board and The Company voting separately in accordance with each of the party's constitution and by-laws and subject to the provisions of the laws of the State of New Jersey in such cases made and provided, and, subject to said vote, the officers of The Board and The Company be and they are hereby authorized and empowered to execute and deliver any and all documents that may be required or that are necessary to implement and carry out the intent and purpose of this Indenture of Agreement.
12. Meetings of The Board and The Company shall be held monthly on a date to be set forth in the by-laws and in accordance with the Open Public Meetings Act, and all notices promulgated pursuant thereto, provided however, that any meeting may be canceled for lack of a quorum, or by concurrent resolutions adopted by both of the parties hereto, by a majority vote of the Board and Company. Special meetings may be called either by the same method or by the joint call of the President of The Board and the President of The Company.
13. A quorum at any meeting shall consist of three (3) members of The Board and The Company. A majority of those present and voting shall constitute majority approval of The Board and The Company.
14. The Board shall have the sole and exclusive authority to approve all volunteer firefighters, appoint all officers of The Company. and shall have exclusively all powers incidental thereto.
15. The Board shall have the sole and exclusive authority to establish and operate the Bureau of Fire Prevention, the Office of Fire Marshall, and to and to appoint all personnel thereto.
16. The Board shall have 'such additional exclusive power and authority as is necessary to supervise, direct, operate, maintain, and control all fire district activities and services in Fire District No. 11-Iselin, including but not limited to the ownership and leasing of real property, operation of the fire training activities, ownership and maintenance of all fire apparatus and equipment, leasing of space for activities under the Board's supervision, and purchase and sale of all personal property. Generally, The Board exclusively shall have all of the powers and authority as are granted and conferred upon it by N.J.S.A. 40A: 14-1, et seq., and all amendments and supplements thereto.
17. In the event any provision of this Indenture of Agreement shall be in conflict with any of the applicable laws of the State of New Jersey appertaining thereto, the said provision shall be null and void and of no force and effect, and all provisions not affected by such conflict shall remain in full force and effect. laws of the respective parties hereto, and in accordance with all applicable laws of the State of New Jersey in such cases made and provided.
18. Unless otherwise provided by statute or in the by-laws, The Board and The Company shall act only by resolution duly adopted as hereinbefore set forth.


19. The Board's checking bank account shall be used for the purpose of receiving and disbursing the funds hereinbefore provided for. All disbursements shall be made by check only and upon proper vouchers prepared, submitted, and approved in accordance with all applicable statutes and laws. All checks must be signed by two (2) Board members.
20. The Board and The Company are hereby authorized and empowered to retain an attorney, an accountant, and an auditor and such other professional staff as is reasonably required or necessary to carry out the intent and purpose of this Indenture of Agreement.
21. The specific powers and authorities set forth herein are included by way of specification and not in limitation thereof, and this Indenture of Agreement shall be so liberally construed.

IN WITNESS WHEREOF, The Board and The Company have caused their corporate seals to be hereto affixed and attested by their Secretary, and these presents to be signed by their President the day and year first above written.

BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 11-ISELIN

ATTEST:

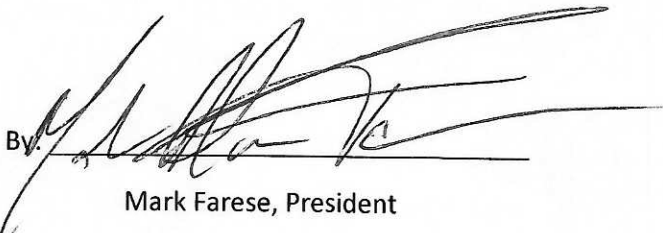
By: 
Ronald Lisoski, Secretary

By: 
Steven Freeman, President

ISELIN CHEMICAL HOOK & LADDER
VOLUNTEER FIRE COMPANY, INC.

ATTEST:

By: 
Steven Freeman, Secretary

By: 
Mark Farese, President

2021 FIRE DISTRICT BUDGET RESOLUTION

Woodbridge Township FD No. 11

FISCAL YEAR: January 1, 2021 to December 31, 2021

WHEREAS, the Annual Budget for Woodbridge Township FD No. 11 (the 'Fire District') for the fiscal year beginning January 1, 2021 and ending December 31, 2021 has been presented before the Board of Commissioners of the Fire District at its open public meeting of December 9, 2020; and

WHEREAS, the budget as introduced is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et seq.); and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,575,047.00 which includes an amount to be raised by taxation of \$1,355,549.00 and Total Appropriations of \$1,575,047.00; and

WHEREAS, the amount to be raised by taxation to support the district budget shall be the amount to be certified to the assessor of the municipality to be assessed against the taxable property in the district, pursuant to N.J.S.A. 40A:14-79. Such amount shall be equal to the amount of the total appropriations set forth in the budget minus the total amount surplus and miscellaneous revenues set forth in the budget; and

WHEREAS, in calculating the amount to be raised by taxation, the Fire District has taken into account the assessed valuation of taxable property in the Fire District;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District, at an open public meeting held on December 9, 2020 that the Annual Budget, including all related schedules, of the Fire District for the fiscal year beginning January 1, 2021 and ending December 31, 2021 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the Fire District's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the Board of Commissioners of the Fire District will consider the Annual Budget for adoption on January 13, 2021.

rlisoski@iselinfire.org

(Secretary's Signature)

12/9/2020

(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nav	Abstain	Absent
Steven Freeman	X			
John E. Trela	X			
Ronald Lisoski	X			
Roy Sandklev	X			
Scott Smith	X			