

**Dennis Township Fire District No. 1
Regularly Scheduled Monthly Meeting
Board of Fire Commissioners
March 19, 2014**

The regularly scheduled March 2014 meeting of the Board of Commissioners of the Dennis Township Fire District No. 1 was opened at 7:05 pm on the above date at Township Hall by Chairman Bryan Moran with the statement that we were in compliance with the Open Public Meetings Act (Sunshine Law); and, that notice of the meeting was posted in Township Hall and had been advertised in the Cape May County Herald.

Roll Call

Present were commissioners Bryan Moran (Chairman), Tammy Tozer (Secretary), Mike Fry (Treasurer), Philip Brown and Paul Sutton. Also present was Financial Advisor Joe Wilshire. There were also eighteen (18) members of the public in attendance.

Installation of new Commissioners

Paul Sutton, having been elected to a one year term expiring March 3, 2015; and, Tammy Tozer having been elected to a three year term expiring March 7, 2017; were administered the oath of office by Chairman Bryan Moran.

Secretary's Report

The minutes of the February 2014 regular monthly meeting, prepared by Mr. Jon Gansert, were read. A motion to accept the minutes as read was made by Chairman Bryan Moran and seconded by Mr. Paul Sutton. The motion was adopted unanimously.

Chairman Moran stated that, because the fire company had another meeting requiring its attendance, the agenda would be adjusted to accommodate the reports of the Ocean View Fire Company as the first order of business.

Chief's Report

Chairman Moran read the Fire Company Chief's report for the period of 02/01/2014 - 02/28/2014. The Fire Company responded to a total of seven (7) calls for the month. One (1) Car accident, one (1) unauthorized burn, one (1) controlled burn, one (1) rescue and two (2) alarms; all totaling 2.3 hours in service. It was further reported that there are several problems with the trucks in the stations. The Foam System on Truck 1739 is not working; there is an Air Compressor out in Truck 1776. The tanker's Air compressor is also not working. There are break issues on truck 1776. Finally, it was noted that Chief Deluca has come up with a monthly schedule of reporting when trucks will be out of the stations; so that the Commissioners will know when there is training and other non-fire-fighting activities taking place.

Treasurer's Report

Financial advisor Joe Wilshire advised the Commissioners of two (2) outstanding bills needing approval for payment. Mr. Wilshire also distributed the 2013 Financial Report (unaudited) and the January – February 2104 Financial Report (unaudited).

Bills: James Pickering Jr., Esquire – Legal advertising (November & December) - \$98.92
Richard Braslow: January 28, 2014 - February 15, 2014/February 18 - March 5 - \$529.00

Chairman Moran made a motion to pay the bills, seconded by Mr. Fry. The motion was adopted unanimously. Mr. Sutton questioned the rumored expense of \$3,000.00 connected with January 2014

meeting. Mr. Wilshire could not validate total costs connected with that meeting.

OLD BUSINESS

Mr. Wilshire read correspondence from NJDCA concerning a required election form to be completed. Mrs. Tozer read two letters from the Ocean View Fire Company concerning: recruitment of new members; and, an advisement that fire company's loan was paid in December 2013.

Mr. Fry advised that a representative from Lincoln Financial says that district voters have to approve a COLA increase for the LOSAP. This led to a discussion initiated by Mr. Sutton about the original enabling resolution for 2001 or 2002 – are the fire district meeting minutes from those years stored at the Ocean View Fire Company?

There was a brief discussion about the NJMVC title for the 1978 tender, which seems to have gone missing. It was suggested that a replacement title be sought and received before the fire district takes possession of that vehicle for the purposes of using it as a trade-in by the fire district for a new tender.

New Business

A reorganization of the Board, because of the recent elections of new Commissioners, was discussed. Nominations were put forth, with the following result of those nominations and elections of Fire District officers for 2014, with those terms expiring on March 3, 2015 as required by the Fire District By-Laws and N.J.S.A. 40A.

Tammy Tozer nominated Bryan Moran as Chairman for the next year, seconded by Mike Fry. Mr. Moran was elected by a majority vote of the Commissioners. Mr. Moran nominated Tammy Tozer as Secretary for the next year, seconded by Paul Sutton, with that motion succeeding unanimously. Phillip Brown nominated Mike Fry as Treasurer for the next year, seconded by Bryan Moran. Mr. Fry was elected by a majority vote of the Commissioners.

The Commissioners initiated a brief discussion about using Richard Braslow as an “on-call” solicitor, as needed. Mr. Paul Sutton and Mr. Moran both said that we, as commissioners, can go out and solicit quotes and speak with attorneys to see if there would be an interest in becoming the Fire District's Solicitor, providing that those prospective candidates have some knowledge of a Fire Commission or the way in which a Township conducts business. Mr. Moran stated that he had “a few names” and would again speak with Mr. Braslow.

Treasurer Mike Fry reported that he spoke with Lincoln Financial about the Cost of Living Allowance (COLA) being paid to the volunteer fire-fighters; and, according to what he was told; a question has to be placed on the annual ballot seeking the voter's approval for an increase in the LOSAP. Mr. Sutton argued that, when the LOSAP program was adapted by the voters of Fire District 1 in the 2001-2002 timeframe; there should have been an enabling Resolution by the Fire District stating that the COLA increase was permitted. The problem is that no one knows where or to what set of Fire District minutes that Resolution was appended. Mrs. Tozer said that she would check with the Ocean View Fire Company station for copies of old Fire District minutes enacting the LOSAP process to determine if the Fire District previously included the COLA in the enabling Resolution.

Resolutions

1 Resolution 05-14

That the Cape May County Herald shall be the PRIMARY publisher of legal/public notices affecting Fire District #1, requiring at least one week's advance submission; and, that The Press of Atlantic City shall be an alternative publisher of legal/public notices affecting Fire District #1 in “emergency” situations where less than a week's notice must be provided. The Resolution was adopted unanimously.

2 Resolution **03-14**

That the Commissioners of the Dennis Township Fire District No. 1 set the meeting dates (third Wednesday evening of the month), time (7:00 p.m.) and place (Ocean View Fire Company Hall), effective April 16, 2014, of the Dennis Township Fire District No. 1. The Resolution was adopted unanimously.

3 Resolution **07-14**

That the Ocean View Fire Company be designated as Fire District #1's Fire Company of record for the year 2014. The Resolution was adopted unanimously.

4 Resolution **06-14**

A brief discussion ensued relative to banks being designated as the official repository of Fire District #1's funds. According to Mr. Wilshire, the Fire District is currently using: a) checking account at TD Bank in Marmora; b) savings account at First Bank of Sea Isle; c) all investments (CDs) with Franklin Savings Bank in Ocean View. It was consensus of the Commissioners to table this Resolution until the next meeting, because Mr. Wilshire wants to determine the origin and reasons for the fees that TD Bank is charging Fire District #1.

5 Resolution **04-14**

Audit to be continually done by Ford Scott
LOSAP to be continued by Lincoln Financial

New Commissioner's Questions

Tammy Tozer asked eight (8) Questions concerning Fire District matters that she wanted clarified. Each question was posed and answered to the best of the abilities of the Commissioners. Tammy will conduct additional research before the next meeting concerning the pay scales of other fire district commissioners in the immediate south Jersey area. According to **N.J.S.A. 40A:14-88 Compensation for Commissioners**, the township committee is required to approve any stipends. An original list of the questions and respective responses is appended to the original of these minutes.

Mr. Paul Sutton had fourteen (14) questions concerning Fire District matters that he wanted clarified. Some of the answers were provided by Mr. Moran and/or Mr. Fry; but several need further research before they are resolved. Mr. Sutton will prepare a draft Resolution for Mr. Moran's review and possible inclusion on the next meeting's agenda concerning a process to be implemented regulating "*complaints*" against the Fire Company or members of the Fire Company by members of the public and how they will be examined, adjudicated and resolved. An original list of the questions and respective responses is appended to the original of these minutes.

Public Comments

Mr. Al Izzi suggested that Paul Sutton see the photos that were taken of then-Deputy Chief Deluca at an accident on Sea Isle Boulevard where no proper turn-out gear was worn, assisting at a rescue.

Mr. Al Izzi posed a question for Mr. Rock who was unable to attend the meeting about the executive minutes having not been posted to the website as discussed at the prior Commissioner's meeting. Mr. Izzi asked a question regarding the OPRA Act and where he would go to fill out the paperwork for that. Chairman Moran gave him all the information needed.

Mrs. Sandy Izzi posed a question in regards to a letter that Tammy Tozer had read earlier in the meeting regarding new membership of the Ocean View Fire Company being allowed for individuals living outside of District No. 1 and stated that the application form is deceiving. Mr. Adam Dotts (Ocean View Fire

Company) explained to Mrs. Izzi that you can live outside of the district and be an active Fire Fighter if you already have certification as a Firefighter 1 (have already completed Firefighter 1 School). The Fire Company membership is also required to vote to accept that person as a member, per its By-Laws.

Mrs. Sandy Izzi asked a question about the voucher and receipt method used by the Commissioner to be reimbursed by the District Fire. Mr. Wilshire explained to her that all Commissioners must have a voucher filled out with an attached receipt in order for Mr. Wilshire to write them a check. Mrs. Izzi asked if the same is also true for the Fire Company in order to receive their contract check each quarter; the answer was "no", because it is a contracted service. There are 2 exceptions to the voucher rule: 1. an in-force contract; and, 2. an affidavit

Mrs. Sandy Izzi posed a question regarding the Fire District meetings being moved to the Ocean View Fire Company Hall, because in the past she knows that the Fire Company wanted to charge \$400.00 per meeting for the Fire District meetings. She asked what the charge is going to be; to which Chairman Moran replied that the Fire Company is giving the Commissioners "free" space for two (2) filing cabinets; and, the Fire District will move its regularly scheduled monthly meeting to the Fire Company's Hall **"FREE OF CHARGE"** - Mr., Izzi asked if that would be in writing and Chairman Moran said it is to be in the next contact between the Fire District and the Fire Company.

A clarification was given to Mrs. Sandy Izzi in regards to Chief Michael Deluca being the Chief of record for the Ocean View Fire Department.

Mrs. Izzi's final question was in regards to the budgeted amount of \$20,000 that the Fire Company no longer needs to pay its loans off that is still noted in the contract and wants to know if that will be now deducted from the contract price as the Fire Company no longer needs it; because the loans were satisfied, which was confirmed by a letter from Wayne Matthews, President of the Ocean View Fire Company.

A motion was made to adjourn the meeting at 9:15 PM by Mike Fry, seconded by Paul Sutton.

All were in favor and the meeting was adjourned.

The next meeting of the Board of Commissioners of the Dennis Township Fire District No. 1 shall convene at 7:00 p.m. on Wednesday, April 17, 2014 in the Ocean View Fire Company Hall.

Respectfully submitted,

Tammy Tozer
Secretary
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