

MOUNT LAUREL FIRE DEPARTMENT

Est. 1953

69 Elbo Lane
Mount Laurel, NJ 08054-9630

Tel: (856) 234-6053

Fax: (856) 234-3756

AGENDA

PUBLIC HEARING / REGULAR MEETING

Monday, January 16, 2017 @ 8:00 PM

Headquarters Station Meeting Room

REMINDER:

THE BOARD REQUESTS THAT ALL CELL PHONES EITHER BE SET TO VIBRATE OR BE TURNED OFF TO PREVENT UNNECESSARY INTERRUPTION OF TONIGHT'S MEETING. THE BOARD THANKS YOU FOR YOUR COOPERATION IN ADVANCE.

1. Call to Order
2. Pledge of Allegiance / Moment of Silence
3. Roll Call - Commissioners DiPietrantonio, Hamilton, Ridenour, Roura and Shestack
4. Public Announcements - Clerk
5. Motion to Open the Public Hearing on 2017 Budget
- 5a. Adoption of Resolution;
Resolution #2017-01 "Authorization for the Board of Fire Commissioners to read Budget by Title"
- 5b. Discussion and Comments by Board
- 5c. Comments and Questions from the Public Regarding Approved 2017 Budget
- 5d. Final Discussion and Comments by Board
- 5e. Motion to Close Public Hearing on 2017 Budget

RESUMPTION OF REGULAR MEETING AGENDA

6. Adoption of Resolutions;

7. Adoption of Resolutions (continued);
 - Resolution #2017-02 "Resolution to Amend the 2017 Budget Pursuant to N.J.S.A. 40A:14-78.3, Fiscal Year: From January 1, 2017 to December 31, 2017"
 - Resolution #2017-03 "2017 Adopted Budget Resolution Mount Laurel Fire District #1, Fiscal Year: From January 1, 2017 to December 31, 2017"
 - Resolution #2017-04 "Authorized Signatories for Bank Accounts"
 - Resolution #2017-05 "Resolution to Approve the 2016 LOSAP Program Final Certified List of Eligible Volunteer Members"
 - Resolution #2017-06 "Approval & Authorizing Execution of an Employment Contract Covering 2017 - 2019 for Secretarial Assistant Marjorie A. Richardson"
8. Approval of Meeting Minutes;
 - Special Meeting of November 7, 2016 (prepared but not reviewed yet)
 - Regular Meeting of November 21, 2016 (prepared but not reviewed yet)
 - Special Meeting of December 5, 2016 (prepared but not reviewed yet)
 - Regular Meeting of December 19, 2016 (prepared but not reviewed yet)
9. Financial Matters;
 - a. Approval of Monthly Bills (December 2016 Year End & January 2017)
 - b. Questions / Comments by Treasurer
10. Monthly Report by Administrator
11. Monthly Report by Chief of Department
12. Standing Committee Reports
13. Other Matters *(if necessary)*
14. Comments of Fire District Professionals
15. Comments of Fire Commissioners
16. Public Participation
17. Resolution #2017-07 "Closing of Meeting Pursuant to Open Public Meetings Act"
18. Closed Session:
 - a. Legal Matters;
 1. Any other legal matter that may come before the Board
 - b. Personnel Matters;
 1. Employee Disciplinary Action / Injury Update - Chief Colucci
 2. Outstanding Grievance Status - Chief Colucci
 3. Any other personnel matter that may come before the Board
19. Adjournment of Closed Session
20. Return to Open Session
21. Adjournment of Regular Meeting

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RESOLUTION 2017-01

AUTHORIZATION FOR THE BOARD OF FIRE COMMISSIONERS TO READ BUDGET BY TITLE

WHEREAS, notice of a Public Hearing regarding the adoption of the 2017 Budget was advertised in the Burlington County Times and Courier-Post; and,

WHEREAS, on December 21, 2016 a complete copy of the Approved 2017 Budget was posted on the bulletin board in the Mount Laurel Municipal Building where such notices are usually posted in the District, on the website of the Mount Laurel Fire Department @ www.mountlaurelfire.com and copies have been made available to all persons requesting one since then and during the Public Hearing; and,

WHEREAS, Title 40A:14-78.2 allows that a budget may be read by its title.

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of Fire District #1, Township of Mount Laurel, Burlington County, New Jersey that the 2017 Budget shall be read by title and that the conditions set forth in Title 40A:14-78.2 have been met.

CERTIFICATION

I, Richard Hamilton, Clerk of the Mount Laurel Board of Fire Commissioners, Fire District #1, Mount Laurel, New Jersey, do hereby certify that this is a true copy of a Resolution adopted by the Board of Fire Commissioners at a regular meeting held on January 16, 2017.

Richard Hamilton, Clerk

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RESOLUTION 2017-02

*RESOLUTION TO AMEND THE 2017 BUDGET
PURSUANT TO N.J.S.A. 40A:14-78.3
FISCAL YEAR: FROM JANUARY 1, 2017 TO DECEMBER 31, 2017*

WHEREAS, the Fire District Budget for the Fiscal Year beginning on January 1, 2017 and ending on December 31, 2017 was introduced on the 19th day of December, 2017; and

WHEREAS, a public hearing on the 2017 Fire District budget will be held on January 16th as publicly advertised; and

WHEREAS, the Board desires to amend certain line items in the 2017 Budget.

NOW, THEREFORE BE IT RESOLVED by the Board of Fire Commissioners of the Mount Laurel Fire District No. 1 that the following amendments to the introduced 2017 Fire District Budget be made:

ANTICIPATED REVENUES

Page F-2:

	<u>From</u>	<u>To</u>
Fund Balance Utilized:		
Unrestricted Fund Balance	\$ 650,000	\$ 687,113
Total Fund Balance Utilized	\$ 650,000	\$ 687,113
Revenues Offset w/Appropriations		
Uniform Fire Safety Act (P.L.1983,c.383) Annual Registration Fees	\$ 366,000	\$ 328,887
Total Uniform Fire Safety Act	\$ 456,600	\$ 419,487
Total Revenues Offset with Appropriation	\$ 456,600	\$ 419,487

Page F-1:

	<u>From</u>	<u>To</u>
Revenues and Fund Balance Utilized		
Total Fund Balance Utilized	\$ 650,000	\$ 650,000
Total Revenues Offset w/Appropriations	\$ 456,600	\$ 419,487

	<u>From</u>	<u>To</u>
Unrestricted Fund Balance		
Less: Fund Balance utilized in 2017 Proposed Budget	\$ 650,000	\$ 687,113
Proposed balance after utilization in 2017 Proposed Budget	\$ 1,353,802	\$ 1,316,689

BE IT FURTHER RESOLVED that two (2) certified copies of this resolution shall be filed forthwith with the Director of the Division of Local Government Services for the certification of the 2017 Fire District Budget as so amended.

CERTIFICATION

I, Richard Hamilton, Deputy Clerk of the Mount Laurel Board of Fire Commissioners, Fire District #1, Mount Laurel, New Jersey, do hereby certify that this is a true copy of a Resolution adopted by the Board of Fire Commissioners at a regular meeting held on January 16, 2017.

Richard Hamilton, Deputy Clerk

Governing Body Recorded Vote

<u>Member</u>	Aye	Nay	Abstain	Absent
Ridenour, David				
Shestack, Robert				
Roura, Phil				
Hamilton, Richard				
DiPietrantonio, Cynthia				

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RESOLUTION 2017-03

2017 ADOPTED BUDGET RESOLUTION

MOUNT LAUREL FIRE DISTRICT #1

FISCAL YEAR: From January 1, 2017 to December 31, 2017

WHEREAS, the Annual Budget for the Mount Laurel Fire District #1 for the fiscal year beginning January 1, 2017 and ending December 31, 2017 has been presented for adoption before the Board of Fire Commissioners of the Mount Laurel Fire District #1 at its open public meeting of January 16, 2017, and

WHEREAS, the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the adopted budget 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 presented for adoption reflects Total Revenues of \$10,307,397.04, which includes an amount to be raised by taxation of \$9,171,774.04 and Total Appropriations of \$10,307,397.04; and

WHEREAS, an election shall be held annually on the third Saturday of February in each established fire district to determine the amount of money to be raised by taxation for the ensuing year.

NOW, THEREFORE BE IT RESOLVED, by the Board of Fire Commissioners of the Mount Laurel Fire District #1, at an open public meeting held on January 16, 2017 that the Annual Budget of the Mount Laurel Fire District #1 for the fiscal year beginning January 1, 2017 and ending December 31, 2017 is hereby adopted and shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$10,307,397.04 which includes an amount to be raised by taxation of \$9,171,774.04 and Total Appropriations of \$10,307,397.04; and,

BE IT FURTHER RESOLVED, that the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and,

BE IT FURTHER RESOLVED, that an annual election shall be held on the third Saturday of February to determine the amount of money to be raised by taxation for the ensuing year. The results of which shall be subsequently certified to the Division and the Municipal Assessor.

(Clerk's Signature)

01/16/2017
(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Robert Shestack				
David Ridenour				
Richard Hamilton				
Phil Roura				
Cynthia DiPietrantonio				

CERTIFICATION

I, Richard Hamilton, Clerk of the Mount Laurel Board of Fire Commissioners, Fire District #1, Mount Laurel, New Jersey, do hereby certify that this is a true copy of a Resolution adopted by the Board of Fire Commissioners at a regular meeting held on January 16, 2017.

Richard Hamilton, Clerk

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RESOLUTION 2017-04

AUTHORIZED SIGNATORIES FOR BANK ACCOUNTS

WHEREAS, there exists a need to annually resolve the authorized signatories on all bank accounts held in the name of the Fire District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of Fire District #1, Township of Mount Laurel, Burlington County, New Jersey, as follows:

1. Authorized signatories on bank accounts held at the Bank of America and TD Bank shall be the Chairperson or Vice-Chairperson and the Treasurer, or in the absence of the Treasurer, the Clerk, the Deputy Clerk/Treasurer, Administrator, Deputy Chief or Chief of Department.
2. The Chairperson, Vice-Chairperson, Treasurer, Clerk, Deputy Clerk/Treasurer, Clerk, Administrator, Deputy Chief and Chief of Department are hereby authorized and directed to execute signature cards and any other documents adopted by Bank of America and TD Bank as a condition of opening or maintaining said account.
3. A copy of this resolution shall be furnished to Bank of America and TD Bank for their records.

CERTIFICATION

I, Richard Hamilton, Clerk of the Mount Laurel Board of Fire Commissioners, Fire District #1, Mount Laurel, New Jersey, do hereby certify that this is a true copy of a Resolution adopted by the Board of Fire Commissioners at a regular meeting held on January 16, 2017.

Richard Hamilton, Clerk

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RESOLUTION 2017-05

RESOLUTION TO APPROVE THE 2016 LOSAP PROGRAM FINAL CERTIFIED LIST OF ELIGIBLE VOLUNTEER MEMBERS

WHEREAS, a list of volunteer members eligible to receive a LOSAP distribution for 2016 was developed and submitted to the Board of Fire Commissioners for their review on 12/19/16 and was posted the next day to initiate the required 30 day review period in accordance with the statute; and,

WHEREAS, no appeals have been submitted to the Board by any volunteer members deemed initially to be ineligible for a 2016 LOSAP Program award; and,

WHEREAS, both of these appeals have been reviewed by the Board and are deemed to be valid and therefore eligible for a 2016 LOSAP Program award; and,

NOW, THEREFORE BE IT RESOLVED by the Board of Fire Commissioners of Fire District #1, Township of Mount Laurel, Burlington County, New Jersey that the final list of volunteer members eligible for a 2016 LOSAP Program award in 2016 is attached and is also provided to each volunteer Fire Company Secretary in accordance with the statute.

BE IT FURTHER RESOLVED that a copy of this resolution, along with a copy of this list, shall be posted in each station on 1/17/17 for a 30 day posting as required by the statute.

CERTIFICATION

I, Richard Hamilton, Clerk of the Mount Laurel Board of Fire Commissioners, Fire District #1, Mount Laurel, New Jersey, do hereby certify that this is a true copy of a Resolution adopted by the Board of Fire Commissioners at a regular meeting held on January 16, 2017.

Richard Hamilton, Clerk

**2016 LOSAP PROGRAM FINAL LIST OF
ELIGIBLE MEMBERS & THEIR ANNUAL AWARD**

<u>NAME</u>	<u>AWARD</u>
BARLOW, JOHN	\$ 1,230
BARLOW, DAVID	\$ 1,230
BROOKS, GARY	\$ 1,230
BLAIR, MICHAEL	\$ 1,230
COLUCCI, JOHN L.	\$ 730
DOWDY, MICHAEL	\$ 1,230
EDWARDS, DANIEL	\$ 1,230
EINSTEIN, SYLVAN	\$ 1,230
ESPINOZA, RAFAEL	\$ 1,230
FLYNN, EVAN	\$ 1,230
FREDERICK, MATTHEW	\$ 1,130
GARAFOLA, BRAD	\$ 1,230
GIRLYA, ILYA	\$ 630
HAWES, DAVID	\$ 1,230
HUELSTER, ANDREW	\$ 1,030
JUENGERT, BRENDEN	\$ 630
KAHN, MATTHEW	\$ 1,230
KROMPLEWSKI, MARK	\$ 1,030
LATO, JEFFREY	\$ 530
McCABE, BRIAN	\$ 1,230
McCORKLE, WILLIAM	\$ 1,230
MESSA, ADAM	\$ 830
MOYER, PATRICK	\$ 1,230
MUNOZ, EDWIN	\$ 1,230
MUNOZ, STEVEN	\$ 1,230
PAPARONE, MICHAEL	\$ 1,230
PLASKET, DANIEL	\$ 1,230
POTENSKI, BRIAN	\$ 830
RADTKE, DENNIS	\$ 1,230
RECINOS, EDWIN	\$ 1,230
RIKER, DEREK	\$ 330

SCHWARTZ, MATTHEW	\$ 630
SEZACK, MARTIN	\$ 1,230
STENTON, JOHN	\$ 1,230
TOSO, PETER	\$ 1,230
TYSON, NICKOLAS	\$ 1,130
VANSCIVER, CHRISTOPHER	\$ 1,230
VASOYA, DEVIN	\$ 830
VASOYA, ROSHAN	\$ 100
WESTON, MATTHEW	\$ 1,230
ZMIRICH 3RD, ROBERT	\$ 1,030

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RESOLUTION 2017-06

APPROVAL & AUTHORIZING EXECUTION OF AN EMPLOYMENT CONTRACT COVERING 2017 – 2019 FOR SECRETARIAL ASSISTANT MARJORIE A. RICHARDSON

WHEREAS, the Fire District has in the past negotiated and approved an employment contract for Secretarial Assistant Marjorie A. Richardson; and,

WHEREAS, this current employment contract expired on 12/31/16; and,

WHEREAS, the parties have agreed upon an extension of this employment contract for the period covering 2017 - 2019.

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of Fire District #1, Township of Mount Laurel, Burlington County, New Jersey that this new employment contract is hereby approved and agreed to by the Board of Fire Commissioners and that a copy is attached.

CERTIFICATION

I, Richard Hamilton, Clerk of the Mount Laurel Board of Fire Commissioners, Fire District #1, Mount Laurel, New Jersey, do hereby certify that this is a true copy of a Resolution adopted by the Board of Fire Commissioners at a regular meeting held on January 16, 2017.

Richard Hamilton, Clerk

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RESOLUTION 2017-07

CLOSING OF MEETING PURSUANT TO OPEN PUBLIC MEETINGS ACT

WHEREAS, pursuant to the Open Public Meetings Act, the Board is allowed to engage in an Executive (Closed) Session during any particular meeting when it becomes necessary to discuss matters which the statute allows to be discussed in Executive (Closed) Session; and,

WHEREAS, it is necessary for the Board to discuss various matters regarding personnel, contracts and/or litigation or legal matters and, accordingly, these matters are eligible for discussion by the Board in an Executive (Closed) Session.

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of Fire District #1, Township of Mount Laurel, Burlington County, New Jersey as follows:

1. The regular meeting of January 16, 2017 is hereby closed to the public and will be reopened at such time as the discussions held in Executive (Closed) Session have been completed.
2. The minutes of the Executive (Closed) Session will be revealed to the public at such time as the matters discussed have been resolved.

CERTIFICATION

I, Richard Hamilton, Clerk of the Mount Laurel Board of Fire Commissioners, Fire District #1, Mount Laurel, New Jersey, do hereby certify that this is a true copy of a Resolution adopted by the Board of Fire Commissioners at a regular meeting held on January 16, 2017.

Richard Hamilton, Clerk