

**Board of Fire Commissioners
Fire District No. 1
P.O. Box 6903
Freehold, NJ 07728**

Regular Meeting

November 28, 2017

Board Chairman Joseph Colón called the regular meeting of the Board of Fire Commissioners to order at 7:32pm, the notice was read and Chief Wayne Prochnow led the flag salute. Roll call was taken: Andrew Story, John Toutouchi, Shyamal Joshi, Thomas Caruso and Joseph Colón were all present. Board Attorney-Joseph Youssouf, Esq. and Board Secretary-Rachel Davis were also present.

Motion made by Mr. Toutouchi to approve the minutes from the October 24, 2017 regular meeting, as edited.

Second: Mr. Joshi

Roll call vote: 5-0 all in favor

Motion made by Mr. Toutouchi to approve the minutes from the November 2, 2017 special workshop meeting, as edited.

Second: Mr. Joshi

Roll call vote: 5-0 all in favor

Treasurer's Report (attached):

Read into record by Mr. Joshi.

Motion made by Mr. Joshi to pay monthly bills for November 2017 in the amount of \$93,474.79.

Second: Mr. Toutouchi

Roll call vote: 5-0 all in favor

Correspondence: Mr. Caruso received an e-mail from News Transcript regarding writing an article on any fire department holiday events. Said e-mail was forwarded to the Chief and President.

Insurance:

- Received audit report from March from insurance company. Liquor liability for Smithburg—must post a risk communication at the bar as well as redo the contract. Said matter was forwarded to the fire company.
- 76 initial estimate was rejected; initial repair amount has been approved and parts have been ordered.

Buildings: Georgia Road car accident—light pole was hit in parking lot. Summons was issued.

Purchasing: Moratorium on spending is still in effect. All purchases must be approved prior to placing the order.

Officer Reports: Chief Wayne Prochnow read his report into record (attached). 3 new members: Rachel, Jason and Nick. 16-1-95 was moved out to Smithburg until further notice. Mr. Joshi asked if

there were any issues with three engines—have we had to call mutual aid? Chief stated there were no issues.

2nd Asst. Chief Ken Lucas read his report into record (attached). Cracker Barrel and hotel behind Walmart have both been denied.

Captain Craig Haas reported that we are still maintaining sets of gear going out and coming back. Chairman Colón requested that it be done by the end of the year to meet the budgetary obligation. Board requested that it be added to ERS. Howard will help him. Mr. Story offered to help out with the paperwork, if needed. Mr. Haas stated all gear will be washed, inspected and repaired as need before year end.

Fire District Auditor-Gerard Stankiewicz joined the meeting at 7:47pm, and Chairman Colón paused the Officer reports to go to right to legal.

Legal:

Mr. Youssef reported that we are ahead of schedule for the 2018 budget introduction and adoption. The election date is 2/17/18. The budget itself must be adopted no later than 28 days after the initial approval or 1/16/18. Mr. Youssef reviewed the November 20, 2017 New Local Finance Board Notice and read the Resolution. He indicated that this budget would make the district one of the lowest in the county for first-rate fire protection. Mr. Youssef then explained the difference between items of capital expenditure and operating expenditures, as defined by the DCA. Mr. Stankiewicz reminded the Board that the hearing and adoption is scheduled for December 26th, and it should be on the website as well.

Motion made by Mr. Joshi to approve the 2018 Fire District Budget Resolution.

Second: Mr. Story

Roll call vote: 5-0 all in favor

Officer Reports (cont'd): 1st Lt. Dan Petersen read his maintenance report into record. Spoke to Lee's date when parts will be in for 76. Mr. Toutouchi reported how well the portables worked compared to the old ones.

President's Report: Board discussed signing hold harmless on the liquor license with Mr. LaGravenis.

Old Business: Mr. Joshi asked Chief Lucas for counts for hoods and gloves. Chief Lucas will take care of it.

New Business: (none)

Audience: (none)

Being no further business, a motion was made by Mr. Joshi to adjourn the meeting at 8:06pm.

Second: Mr. Toutouchi

5-0 all in favor

Respectfully submitted,

John Toutouchi, Secretary
/rd