

MOUNT LAUREL

FIRE DEPARTMENT

Est. 1953

69 Elbo Lane
Mount Laurel, NJ 08054

Tel: (856) 234-6053
Fax: (856) 234-3756

A G E N D A

REGULAR MEETING

Monday, November 18, 2019 @ 7:00 PM
Headquarters Station Meeting Room

REMINDER:

THE BOARD REQUESTS THAT ALL CELL PHONES BE SET TO SILENT TO PREVENT UNNECESSARY INTERRUPTION OF TONIGHT'S MEETING.

1. Call to Order
2. Pledge of Allegiance / Moment of Silence
3. Roll Call - Commissioners Cornue, Hamilton, Ridenour, Roura and Shestack
4. Public Announcements - Clerk
5. Adoption of Resolutions;
 - Resolution #2019-32 "2020 Budget Resolution Mount Laurel Fire District #1 FISCAL YEAR: January 1, 2020 to December 31, 2020"
 - Resolution #2019-33 "Authorization for 2019 Budget Transfers"
 - Resolution #2019-34 "Resolution Authorizing The Award of A Non-fair And Open Contract for Special Counsel Services in Fiscal Year 2019 to the Firm of Martin Melody, LLC"
6. Approval of Meeting Minutes;
 - Regular Meeting of October 21, 2019
7. Financial Matters;
 - a. Approval of Monthly Bills (November 2019)
 - b. Questions / Comments by Treasurer
8. Monthly Report by Deputy Chief - Administration
9. Monthly Report by Chief of Department
10. Standing Committee Reports
11. Other Matters *(if necessary)*
12. Comments of Fire District Professionals

13. Comments of Fire Commissioners
14. Public Participation
15. Resolution #2019-35 "Closing of Meeting Pursuant to Open Public Meetings Act"
16. 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
17. Adjournment of Closed Session
18. Return to Open Session
19. Adjournment of Regular Meeting

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RESOLUTION 2019-32

*2020 BUDGET RESOLUTION
MOUNT LAUREL FIRE DISTRICT #1
FISCAL YEAR: From January 1, 2020 to December 31, 2020*

WHEREAS, the Annual Budget for the Mount Laurel Fire District No. 1 (the "Fire District") for the fiscal year beginning January 1, 2020 and ending December 31, 2020 has been presented before the Board of Commissioners of the Fire District at its open public meeting of November 18, 2019; 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 \$11,966,549, which includes an amount to be raised by taxation of \$10,493,703, and Total Appropriations of \$11,966,549; 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 November 18, 2019 that the Annual Budget, including all related schedules, of the Fire District for the fiscal year beginning January 1, 2020 and ending December 31, 2020 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 December 16, 2019.

(Secretary's Signature)

(Date)

Board of Fire Commissioners Recorded Vote

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Robert Shestack				
Phil Roura				
Richard Hamilton				
David Ridenour				
John Cornue				

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 November 18, 2019.

Richard Hamilton, Clerk

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RESOLUTION 2019-33

AUTHORIZATION FOR 2019 BUDGET TRANSFERS

WHEREAS, N.J.S.A. 40A:14-78.9 provides that a Fire District may transfer appropriations in the final two (2) months of the fiscal year from those budget line items that contain excess appropriations to those budget line items that contain insufficient appropriations.

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of Fire District #1, Township of Mount Laurel, Burlington County, New Jersey that budget transfers as per the listing below will be made to the 2019 Budget.

Line Item	Name	Transfer In	Transfer Out
01-01-200-105	Pension Liability - PERS	\$ 16,202.82	
01-01-200-104	Administration Health Benefits		\$ 16,202.82
		\$ 16,202.82	\$ 16,202.82

CERTIFICATION

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RESOLUTION 2019-34

*RESOLUTION AUTHORIZING THE AWARD
OF A NON-FAIR AND OPEN CONTRACT
FOR SPECIAL COUNSEL SERVICES
IN FISCAL YEAR 2019 TO THE FIRM OF
MARTIN MELODY, LLC*

WHEREAS, the Board of Fire Commissioners of the Mount Laurel Fire District #1 has a need for special counsel services as a "non-fair and open contract" pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Administrator has determined and certified in writing that the value of these services are unlikely to exceed \$17,500; and

WHEREAS, the anticipated term of this contract is 1 year and may be extended as deemed necessary by the Board of Fire Commissioners of the Mount Laurel Fire District #1; and,

WHEREAS, Martin Melody, LLC has proposed to provide labor counsel services at a rate of \$250 per hour under a \$1,500 retainer agreement; and,

WHEREAS, Martin Melody, LLC has completed and submitted a Business Entity Disclosure Certification which certified that he has not made any reportable contributions to a political or candidate committee in Mt. Laurel Fire District in the previous one year period, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and,

WHEREAS, funds are available for the purpose of special counsel services that the Board of Fire Commissioners of the Mount Laurel Fire District #1 may require.

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. That Martin Melody, LLC, 44 Sycamore Ave. Suite A, Little Silver, NJ 07739, is hereby appointed as special counsel for the Board of Fire Commissioners of Fire District #1, Township of Mount Laurel, Burlington County, New Jersey for Fiscal Year 2019 to perform professional services as required by the Board of Fire Commissioners and to receive compensation on a contract basis for all services rendered.

2. This appointment is made without competitive bids as a "Professional Service" under the provisions of the Local Public Contracts Law because the aforesaid agreement encompasses professional services recognized, licensed and regulated by law, and is of nature where it is not possible to obtain competitive bids.

BE IT FURTHER RESOLVED, that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and,

BE IT FURTHER RESOLVED, that a copy of this resolution shall be published as required by law, within ten (10) days of its passage.

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 November 18, 2019.

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RESOLUTION 2019-35

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 November 18, 2019 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 November 18, 2019.

Richard Hamilton, Clerk