

Meeting was called to order June 27, 2023 at 7:30 p.m. John Boyle, Jr. opened the meeting under the open public meeting guidelines.

**Roll Call:**

Robert Cromer - present  
Robert Holmes – present  
Ian Thompson – present  
John Boyle, Jr. – present  
Derek DeLuca - present

After the flag salute and moment of silence Robert Holmes motioned to approve the minutes of the May 23, 2023 Robert Cromer seconded.

**Communications:**

Correspondences from Attorney Sendzik  
Oxygen delivery/removal notices  
Recall for 28-398

**Insurance Report: No report.**

**Legal Report:**

Attorney Sendzik reviewed 2021 audit report, reviewed material weakness for 2020/2021, Board to pass resolution for corrective action plan.

Resolution Certifying Compliance with NJSA 40A:5A-17, Board of Fire Commissioners of Fire District No. 3 Township of Marlboro, Robert Holmes made a motion to accept, Robert Cromer seconded, roll call vote, all in favor

Resolution Accepting Audit and Authorizing Publication of Synopsis Pursuant to NJSA 40A:5A-16 and NJSA 40A:14-89, Robert Holmes motioned to accept, Robert Cromer seconded, roll call vote, all in favor.

Board executed Certification of Commissioners of Fire District No. 3 Township of Marlboro pursuant to NJSA 40A:5A-17.

**Accountant Report: No Report**

### **Financial Report:**

Derek Deluca reviewed the list of bills for the month, Robert Holmes motioned to approve and pay all bills, Robert Cromer seconded. Roll call vote, all in favor.

Received letter from Motorola regarding a \$7,410.90 credit on account. It will be applied to the next order.

Received notice for New Jersey Natural Gas regarding credit on account in the amount of \$861.86, it will be applied towards future bills.

John Boyle, Jr. reviewed invoice from Withum for 2023 work in the amount of \$29,000.00. Invoice given to attorney Sendzik.

Received invoice from Campbell for warranty work that was billed, given to Attorney Sendzik to review.

### **Committees:**

#### **Trucks:**

Repairs being made; 28-395 out getting PM, repairing oil leak, back up repaired on 28-375, 28-390 had 2 batteries fail

28-377 is at Allegiance, starter is only 8 months old and in not working.

#### **New Chief's Truck:**

Waiting on Elite and balance of lights, and radios.

28-391 – production in progress, mid inspection anticipated for 2<sup>nd</sup> week in December.

**Pumper/Tanker** – finishing up drawings, pre-construction hoping for same timing as mid-inspection on 391.

#### **Equipment:**

Some items pending

Received 2<sup>nd</sup> quote for trailer, Hecht \$14,129.00 plus shipping. Robert Holmes motioned to purchase the trailer, Derek Deluca seconded.

Received certified letter not to use current fill station. Circuit board is bad. Looking for used unit to salvage the current unit. Unit to be taken out of service immediately due to known hazard. Looked into quote for a new unit, can funding be put into capital for future purchase of a fill station and compressor? Estimated cost \$68,000.00. Attorney advised a special 3 hour hearing could be held with paper ballots, or wait until end of Nov/Dec.

Ian Thompson would like to hold the special meeting as soon as possible, would need 3 commissions to open and 3 to close, must be advertised.

Robert Holmes made a motion for a Special Election to be held August 15, 2023 from 6:00 pm – 9:00 pm seeking \$70,000.00 for capital improvement project for air station. Robert Cromer seconded, roll call vote, all in favor.

### **Radios:**

John Boyle Jr. advised there is an application that needs to be completed with a one time fee of \$25.00, is anything required for the year to year contract? Robert Holmes motioned to file the application with the state, Derek Deluca seconded.

The township started installing some radios in some of the police cars, took out racks at headquarters and installed new state system, each company will receive 1 programming key, cannot program PD channel, PD will however, give PD channel.

There is a letter of concurrence that all mutual aid companies must sign, letter given to Attorney Sendzik for review.

Attorney Sendzik working on shared agreement with the township. Township will fill out financing requirements.

### **Fire Police:**

Frank DeBlasi reported that the brakes were pulling on the fire police car, car to be dropped off at Skips for repair.

### **New Garage:**

Currently have engineering paid and blue prints for steel building, hard copies being mailed from Armstrong.

Attorney Sendzik will be handling bids. Bids will be opened on Thursday and now that the audit is complete can set up bidding for construction and meet with bond council. Approximate time frame is 30 days.

**Building and Grounds:**

Robert Holmes advised that downstairs is just about done. Discussed a back-up system needed for the firehouse key pad entry in the event of power failure. John Boyle, Jr. called to vendor for options if power goes out. The bay doors will not work automatically in a power failure, must pull lever.

**Future of the District: No Report**

**STIPEND PROGRAM**

Hoping to have in effect after the 4<sup>th</sup> of July holiday. John Boyle asked if members needed to sign any type of Stipend policy, was advised to post policy on the web-site. There will be a schedule on the membership portal for members to log onto and schedule their shifts.

**LOSAP:**

Discussion on revising point system.

**HYDRANT: No Report**

**TOWNSHIP LIASSON**

Township is screaming for audit to be complete, cannot set tax rate until state receives audit.

**Unfinished Business:**

Discussion on outstanding fire call sheets, working on finishing year 2020.

**New Business:**

The County Fire Marshall is now also the Fire County Director, Anthony Avilla was let go.

**Chiefs Report:**

See report attached.

**Presidents Report:**

John Boyle, Sr. advised that the Fire Company picnic is set for July 15, 2023.

Asked about an email the fire company received from ReAct Environmental regarding a study they are doing about foam that was used

**Comments from the Floor:**

Robert Holmes motioned to adjourn Robert Cromer seconded. Meeting adjourned at 9:00 p.m.

Respectfully submitted,

Christine Cromer

Resolution No. 2023-

**RESOLUTION CERTIFYING COMPLIANCE WITH N.J.S.A. 40A:5A-17**  
**BOARD OF FIRE COMMISSIONERS OF FIRE DISTRICT NO. 3,**  
**TOWNSHIP OF MARLBORO**

WHEREAS, N.J.S.A. 40A:5A-15 requires the Board of Fire Commissioners of Fire District No. 3, Township of Marlboro, County of Monmouth, State of New Jersey, to cause an annual audit of its accounts to be made; and

WHEREAS, the Board engaged Ronald C. Petrics, C.P.A., of the firm of Withum, Smith + Brown, PC, to perform the annual audit; and

WHEREAS, the annual audit report for the year ended December 31, 2021, was filed with the Board of Fire Commissioners of Fire District No. 3, the Clerk of the Township of Marlboro and the Director of the Division of Local Government Services in the Department of Community Affairs; and

WHEREAS, N.J.S.A. 40A:5A-17 requires the Board of Fire Commissioners of Fire District No. 3, Township of Marlboro, County of Monmouth, State of New Jersey, to, within forty-five (45) days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, specifically the sections of the audit report entitled in said report as "Report on Internal Control over Financial Reporting and on Compliance and Other Matters based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards" and "Schedule of Findings and Responses Under Generally Accepted Government Auditing Standards", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

WHEREAS, the members of the Board have received the annual audit and have personally reviewed the annual audit and have specifically reviewed the sections of the annual audit report entitled in said report as "Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards" and "Schedule of Findings and Responses Under Generally Accepted Government Auditing Standards" in accordance with N.J.S.A. 40A:5A-17; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the Board of Fire Commissioners of Fire District No. 3, Township of Marlboro, County of Monmouth, State of New Jersey, to the penalty provisions of N.J.S.A. 52:27BB-52, to wit:

"A local officer or member of a local governing body who, after a date fixed for

compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.”

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners of Fire District No. 3, Township of Marlboro, County of Monmouth, State of New Jersey, that the members of said body have complied with N.J.S.A. 40A:5A-17 in that each member has personally reviewed the annual audit report for the year ended December 31, 2021, prepared by Ronald C. Petrics, C.P.A., of the firm of Withum, Smith + Brown, PC, and specifically has reviewed the sections of the audit report entitled in said report as "Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards" and "Schedule of Findings and Responses Under Generally Accepted Government Auditing Standards" and has evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

BE IT FURTHER RESOLVED, that the Clerk of the Board, pursuant to N.J.S.A. 40A:5A-17, is hereby directed to promptly submit to the Director of Local Government Services, Department of Community Affairs, the aforesaid group affidavit accompanied by a certified true copy of this Resolution; and

BE IT FURTHER RESOLVED, that the within Resolution shall be effective immediately upon passage; and

BE IT FURTHER RESOLVED, that any resolution or part of a resolution inconsistent herewith is hereby repealed or otherwise revoked; and

BE IT FURTHER RESOLVED, that if any section, paragraph, sentence, clause or phrase in this Resolution is for any reason held or determined to be unconstitutional or invalid, same shall not affect the remainder of this Resolution; and

BE IT FURTHER RESOLVED, that notwithstanding anything set forth herein to the contrary, the Board shall be permitted to amend, modify, repeal or otherwise act as to those topics which are the subject of this Resolution provided said acts are consistent with public policy, Board bylaws, township ordinances, local, state and federal laws and rules and regulations promulgated thereunder; and

BE IT FURTHER RESOLVED, that an original signed, conformed and compared copy of this Resolution be accessible and maintained as an official Board record pursuant to and in accordance with the "Open Public Records Act"; N.J.S.A. 47:1A-1, *et seq.* and the "Destruction of

compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office."

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners of Fire District No. 3, Township of Marlboro, County of Monmouth, State of New Jersey, that the members of said body have complied with N.J.S.A. 40A:5A-17 in that each member has personally reviewed the annual audit report for the year ended December 31, 2021, prepared by Ronald C. Petrics, C.P.A., of the firm of Withum, Smith + Brown, PC, and specifically has reviewed the sections of the audit report entitled in said report as "Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards" and "Schedule of Findings and Responses Under Generally Accepted Government Auditing Standards" and has evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

BE IT FURTHER RESOLVED, that the Clerk of the Board, pursuant to N.J.S.A. 40A:5A-17, is hereby directed to promptly submit to the Director of Local Government Services, Department of Community Affairs, the aforesaid group affidavit accompanied by a certified true copy of this Resolution; and

BE IT FURTHER RESOLVED, that the within Resolution shall be effective immediately upon passage; and

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BE IT FURTHER RESOLVED, that if any section, paragraph, sentence, clause or phrase in this Resolution is for any reason held or determined to be unconstitutional or invalid, same shall not affect the remainder of this Resolution; and

BE IT FURTHER RESOLVED, that notwithstanding anything set forth herein to the contrary, the Board shall be permitted to amend, modify, repeal or otherwise act as to those topics which are the subject of this Resolution provided said acts are consistent with public policy, Board bylaws, township ordinances, local, state and federal laws and rules and regulations promulgated thereunder; and

BE IT FURTHER RESOLVED, that an original signed, conformed and compared copy of this Resolution be accessible and maintained as an official Board record pursuant to and in accordance with the "Open Public Records Act"; N.J.S.A. 47:1A-1, *et seq.* and the "Destruction of



Public Records Law (1953)"; N.J.S.A. 47:3-8.1, *et seq.* as set forth by the State of New Jersey Municipal Agency Record Retention Schedule promulgated by the Division of Archives and Record Management.

**Board of Commissioners Recorded Vote**

Member	Motion	Second	Aye	Nay	Abstain	Absent
John Boyle, Jr.			✓			
Robert Cromer		✓	✓			
Derek DeLuca			✓			
Robert Holmes	✓		✓			
Ian Thompson			✓			

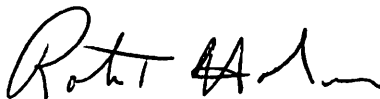
**CERTIFICATION**

I, ROBERT HOLMES, Clerk of the Board of Fire Commissioners of Fire District No. 3, Township of Marlboro, County of Monmouth, State of New Jersey, do hereby certify that the foregoing is a true conformed and compared copy of an original Resolution now on file and of record in the District office which was duly adopted at a public meeting held on the 27<sup>th</sup> day of June, 2023.

I do further certify that the said Board of Fire Commissioners of Fire District No. 3, Township of Marlboro, County of Monmouth, State of New Jersey, is composed of - 5 - members, and that - 5 - members were present and - 5 - members voted affirmatively for the adoption of the Resolution and - 0 - members voted against the adoption of the Resolution.

The undersigned further certifies that the above Resolution has not been repealed or amended and remains in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of said Board of Fire Commissioners of Fire District No. 3, Township of Marlboro, County of Monmouth, State of New Jersey, on this 27<sup>th</sup> day of June, 2023.



ROBERT HOLMES, CLERK  
Board of Fire Commissioners  
Fire District No. 3  
Township of Marlboro

Resolution No. 2023-

**RESOLUTION ACCEPTING ANNUAL AUDIT AND AUTHORIZING PUBLICATION OF SYNOPSIS PURSUANT TO N.J.S.A. 40A:5A-16 AND N.J.S.A. 40A:14-89**

WHEREAS, N.J.S.A. 40A:5A-15 sets forth that the Board of Fire Commissioners of Fire District No. 3, Township of Marlboro, County of Monmouth, State of New Jersey, shall cause an annual audit of its accounts to be made; and

WHEREAS, N.J.S.A. 52:27BB-35 authorizes the Local Finance Board of the State of New Jersey to promulgate rules and regulations pertaining to local fiscal affairs, specifically, the method, scope and procedure of regular audits; and

WHEREAS, the Board engaged Ronald C. Petrics, C.P.A., of the firm of Withum, Smith + Brown, PC, to perform the annual audit; and

WHEREAS, the annual audit report for the year ended December 31, 2021, prepared and presented by Ronald C. Petrics, C.P.A., was filed with the Board of Fire Commissioners of Fire District No. 3 even date herewith; and

WHEREAS, N.J.S.A. 40A:5A-15 requires a certified duplicate copy of said annual audit be filed with the Clerk of the Township of Marlboro and the Director of the Division of Local Government Services in the Department of Community Affairs within five (5) days after the original report is filed with the Board; and

WHEREAS, N.J.S.A. 40A:5A-16 and N.J.S.A. 40A:14-89 set forth that the Board shall cause a synopsis of the annual audit be prepared and published at least twice in a newspaper circulated in the District and a copy of the synopsis be filed with the Director of the Division of Local Government Services, both within ten (10) days after publication; and

WHEREAS, the said Ronald C. Petrics, C.P.A., prepared a synopsis for and on behalf of the Board pursuant to N.J.S.A. 40A:5A-16 and N.J.S.A. 40A:14-89; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the Board of Fire Commissioners of Fire District No. 3 to the penalty provisions of N.J.S.A. 52:27BB-52, to wit:

“A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand

dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.”

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners of Fire District No. 3, Township of Marlboro, County of Monmouth, State of New Jersey, accepts the annual audit prepared by Ronald C. Petrics, C.P.A., of the firm of Withum, Smith + Brown, PC, for the year ended December 31, 2021; and

BE IT FURTHER RESOLVED, that a certified duplicate copy of said annual audit be filed with the Clerk of the Township of Marlboro and the Director of the Division of Local Government Services in the Department of Community Affairs within five (5) days from the date hereof; and

BE IT FURTHER RESOLVED, that the synopsis prepared by Ronald C. Petrics, C.P.A., of the firm of Withum, Smith + Brown, PC, be published in the Asbury Park Press pursuant to statute with a copy of the synopsis being filed with the Director of the Division of Local Government Services in the Department of Community Affairs, within ten (10) days after publication; and

BE IT FURTHER RESOLVED, that the within Resolution shall be effective immediately upon passage; and

BE IT FURTHER RESOLVED, that any resolution or part of a resolution inconsistent herewith is hereby repealed or otherwise revoked; and

BE IT FURTHER RESOLVED, that if any section, paragraph, sentence, clause or phrase in this Resolution is for any reason held or determined to be unconstitutional or invalid, same shall not affect the remainder of this Resolution; and

BE IT FURTHER RESOLVED, that notwithstanding anything set forth herein to the contrary, the Board shall be permitted to amend, modify, repeal or otherwise act as to those topics which are the subject of this Resolution provided said acts are consistent with public policy, Board bylaws, township ordinances, local, state and federal laws and rules and regulations promulgated thereunder; and

BE IT FURTHER RESOLVED, that an original signed, conformed and compared copy of this Resolution be accessible and maintained as an official Board record pursuant to and in accordance with the “Open Public Records Act”; N.J.S.A. 47:1A-1, *et seq.* and the “Destruction of Public Records Law (1953)”; N.J.S.A. 47:3-8.1, *et seq.* as set forth by the State of New Jersey

Municipal Agency Record Retention Schedule promulgated by the Division of Archives and Record Management.

**Board of Commissioners Recorded Vote**

Member	Motion	Second	Aye	Nay	Abstain	Absent
John Boyle, Jr.			✓			
Robert Cromer		✓	✓			
Derek DeLuca			✓			
Robert Holmes	✓		✓			
Ian Thompson			✓			


**CERTIFICATION**

I, ROBERT HOLMES, Clerk of the Board of Fire Commissioners of Fire District No. 3, Township of Marlboro, County of Monmouth, State of New Jersey, do hereby certify that the foregoing is a true conformed and compared copy of an original Resolution now on file and of record in the District office which was duly adopted at a public meeting held on the 27<sup>th</sup> day of June, 2023.

I do further certify that the said Board of Fire Commissioners of Fire District No. 3, Township of Marlboro, County of Monmouth, State of New Jersey, is composed of - 5 - members, and that - 5 - members were present and - 5 - members voted affirmatively for the adoption of the Resolution and - 0 - members voted against the adoption of the Resolution.

The undersigned further certifies that the above Resolution has not been repealed or amended and remains in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of said Board of Fire Commissioners of Fire District No. 3, Township of Marlboro, County of Monmouth, State of New Jersey, on this 27<sup>th</sup> day of June, 2023.

  
ROBERT HOLMES, CLERK  
Board of Fire Commissioners  
Fire District No. 3  
Township of Marlboro

CERTIFICATION OF COMMISSIONERS OF FIRE DISTRICT NO. 3,  
TOWNSHIP OF MARLBORO, PURSUANT TO N.J.S.A. 40A:5A-17

State of New Jersey           :  
  : ss  
County of Monmouth         :

We, the members of the governing body of the Board of Fire Commissioners of Fire District No. 3, Township of Marlboro, County of Monmouth, State of New Jersey, being of full age and being duly sworn according to law, upon our oaths depose and say:

1. We are duly elected members of the Board of Fire Commissioners of Fire District No. 3, Township of Marlboro.

2. In the performance of our duties, and pursuant to N.J.S.A. 40A:5A-15, we have caused an annual audit of the District's accounts by Ronald C. Petrics, C.P.A., of the firm of Withum, Smith + Brown, PC, for the year ended December 31, 2021.

3. We certify, pursuant to N.J.S.A. 40A:5A-17, that we have each reviewed the annual audit report for the year ended December 31, 2021, prepared by Ronald C. Petrics, C.P.A., specifically the sections of the audit report entitled in said report as "Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards" and "Schedule of Findings and Responses Under Generally Accepted Government Auditing Standards".




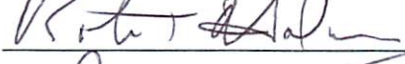

JOHN BOYLE, JR., COMMISSIONER

ROBERT CROMER, COMMISSIONER

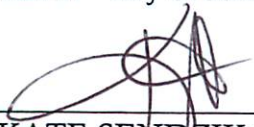
DEREK DELUCA, COMMISSIONER

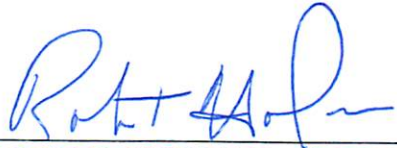
ROBERT HOLMES, COMMISSIONER

IAN THOMPSON, COMMISSIONER

Sworn and subscribed to before me  
this 27<sup>th</sup> day of June, 2023

  
KATE SENDZIK HAINES, ESQ.  
Attorney at Law of the State of New Jersey

  
ROBERT HOLMES, CLERK  
Board of Fire Commissioners  
Fire District No. 3  
Township of Marlboro

# Board of Fire Commissioners Marlboro Twp. Fire Dist # 3

## Bill Payment List

June 1-26, 2023

DATE	NUM	VENDOR	AMOUNT
Commerce Bank-Checking			
06/26/2023		All Hands Fire Equipment	-6,017.00
06/26/2023		AT&T Mobility	-160.36
06/26/2023		Atlantic Medical Group	-280.00
06/26/2023		Bridge Auto Supply	-588.65
06/26/2023		Campbell Supply Co	-1,101.76
06/26/2023		Continental Fire & Safety Inc	-438.00
06/26/2023		Defender Emergency Products Sales and Service	-5,256.38
06/26/2023		Derek DeLuca	-124.16
06/26/2023		Electronic Measurement Labs Inc.	-1,199.20
06/26/2023		Freehold Towing, Inc	-750.00
06/26/2023		Grainger	-1,180.25
06/26/2023		JCP & L	-1,257.64
06/26/2023		Meike Boyle	-3,599.89
06/26/2023		MES	-2,653.60
06/26/2023		Monmouth County Treasurer	-160.00
06/26/2023		Morganville Fire Department	-23,799.50
06/26/2023		Optimum	-258.93
06/26/2023		republic services	-207.82
06/26/2023		Sendzik & Sendzik, P.C.	-4,627.74
06/26/2023		Suburban Caps	-4,850.00
06/26/2023		Toms River Fire Academy	-648.00
06/26/2023		Township of Marlboro	-856.76
06/26/2023		Verizon	-3,984.67
06/26/2023		Water Supply Innovations LLC	-6,337.00
06/26/2023		Wickatunk Lawn and Landscapes, LLC	-1,725.00
<b>Total for Commerce Bank-Checking</b>			<b>\$-72,962.31</b>

### Checking

Opening (5/1/23)      \$ 1,233,986.13

Ending (5/31/23)      \$ 973,072.64

### Savings

Opening (5/1/23)      \$ 165,604.08

Ending (5/31/23)      \$ 165,955.25

# Morganville Fire Co.

Est 2018

## Officers Report

June 2023

### Membership

We still have associates joining our company. We have finalized the duty crew SOP and handed out copies at our June meeting. We had an open question and answer night. No questions or comments were made. Duty crews will possibly launch in July.

### Equipment

No report

### Outstanding

We are continuing to work with the board with the specs to the new pumper tanker. I believe progress is moving along and we are close to completion.

### Needing Repair.

3-77 and 3-95 are out for repair and the center console was installed in 3-87.

### New Business

On completion of the new Chief's Truck our company officers will be meeting on what will be the next step with the Suburban and Tahoe as Fire police units.

### Old Business

The board will need to purchase a License from Microsoft for the laptops and tablets.

Respectfully Submitted

Roy C Anderson jr  
Roy C Anderson jr  
Chief 3-66