

Meeting was called to order March 28, 2024 at 7:30 p.m. Ian Thompson 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 the 2024 Re-Organization meeting was opened

Robert Cromer and Ian Thompson were sworn in as Commssioner by Attorney Sendzik.

The following nominations for officers were offered;

John Boyle, Jr. nominated Ian Thompson for Chairman, Robert Holmes seconded;  
Ian Thompson nominated John Boyle, Jr. for Vice Chairman, Robert Holmes seconded;  
Ian Thompson nominated Derek DeLuca for Treasurer, Robert Holmes seconded, John Boyle, Jr. nominated Robert Holmes for Treasurer – no second  
Ian Thompson nominated Robert Holmes for Clerk, John Boyle, Jr. seconded;  
John Boyle, Jr. nominated Robert Cromer for Asst. Clerk, Robert Holmes seconded;

Roll Call Vote on all nominations

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

Robert Holmes motioned to appoint Christine Cromer as board secretary, Derek Deluca seconded

Roll Call Vote

Robert Holmes – yes  
Robert Cromer – abstain  
Ian Thompson – yes  
John Boyle Jr. – yes  
Derek DeLuca - yes

The following Resolutions were offered by Attorney Sendzik, motioned to approve by John Boyle, Jr. and seconded by Robert Holmes

1. Resolution Authorizing Establishment of an Official Depository Pursuant to N.J.S.A. 17-9-9;
2. Resolution Authorizing a Contract for Auditing Services;
3. Resolution Awarding a Contract for Legal Services;
4. Resolution Designating Newspapers and Public Places for Postings Pursuant to N.J.S.A. 10:4-8;
5. Resolution Appointing a Secretary; and
6. Resolution Reaffirming the Board's Prior Actions, Bylaws, Policies, Directives, Decisions, Orders, Contracts, Obligations, Rules and Regulations and Other Acts and Practices

#### Roll Call Vote

Robert Holmes – yes

Robert Cromer – yes, abstain as to #5 Resolution appointing a Secretary

Ian Thompson – yes

John Boyle Jr. – yes

Derek DeLuca - yes

Re-Organization meeting was closed.

Robert Cromer motioned to approve the minutes of the February 22, 2024 meeting, Robert Holmes seconded.

#### **Communications:**

Correspondence from Sendzik & Sendzik

Letter from County of Monmouth – septic tank abandonment

Letters from Township of North Brunswick and Middlesex County regarding mutual aid call

Letter from State of NJ regarding Annual Life Hazard Use Fee

**Insurance Report: No report**

**Legal Report: No report.**

### **Accountant Report:**

Auditor sent an email regarding engagement letter, Robert Holmes motioned to accept, Derek DeLuca seconded, roll call vote, all in favor.

Robert Holmes asked if taxes could be withheld from salaries this year.

Derek DeLuca and Ian Thompson to work on scheduling a Quick book class.

### **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.

### **Committees:**

Assignment of committees to be worked on next month; Each commissioner and secretary were given Rules and Responsibilities expected of their position.

### **Trucks:**

John Boyle, Jr. took care of 28-375;

28-399 – battery replaced, at Defender, faulty trigger switch;

28-375 – pump switch level fault, still waiting for report on deficiencies while under warranty;

28-377 – will need tires this year;

28-395 – will need front tires in a few months;

With some of the vehicles sitting outside, John Boyle, Jr. would like to purchase 2 battery chargers for the 2 utility vehicles at a cost of \$3802.74 each. Robert Holmes motioned to approve, Derek DeLuca seconded, roll call, all in favor.

2 Additional projects –

1. Gator – hand painting, siren and light package \$3,092.20, installed, John Boyle, Jr. motioned to approve, Derek DeLuca seconded, roll call vote, all in favor;
2. Red Storage Trailer, lighting package, just emergency lights, \$3,423.00. tabled for now.

28-377 is being stored off site right now, would like to look into getting industrial canopy tents to store truck on-site. Ian Thompson discussed cost being between \$5,000-\$10,000. Could use canopy after truck was back in building. Robert Holmes motioned to budget \$10,000.00 to purchase a tent/canopy for temporary housing for 28-377, Derek DeLuca seconded, roll call vote, all in favor.

**New Truck:**

28-391 – few pictures have been sent. Truck has been re-located to South Dakota; tork box and ladder in production. Possible completion last week of July; manufacturer asked if the truck could go to Wildwood if ready.

28-396 Super Pumper – start of construction estimated for July/August with anticipated completion date of April, 2025.

**Equipment:**

Bail out training, train the trainer, has been completed; will schedule department training; need 20 additional bail out system sets at a cost of 7,303.00 will come out of PPE budget, Robert Holmes motioned to approve, Robert Cromer seconded, roll call vote, all in favor; have to spend matching amount for grant. Grant should be released soon. There was discussion on the process of the \$34,000 matching grant. John Boyle, Jr. motioned to purchase 7 sets of gear once grant is released, Robert Holmes seconded, roll call vote, all in favor; working on another grant.

Discussion on purchasing hose to replace old hose, 6 nozzles, turbo draft, elbows, 2 hose stands, adapters, Robert Holmes motioned to purchase hose, nozzles, etc. at a cost of \$38,909.00, Derek DeLuca seconded, roll call vote, all in favor.

Fire Police flash lights with chargers have been ordered at a cost of \$1,031.94.

**Radios:**

All radios are in, Township agreed to give district 30 pagers, which is up from the 7 previously agreed to provide; there is a \$798/pager set up fee; all mobile radios have been installed except for 28-391 and 28-396; portable charges are in and waiting to be installed; waiting for consulate antenna to be installed; programming on hold, waiting for keys for Old Bridge, Middlesex and Ocean Counties.

Ian Thompson will draft letter regarding the safety of the fire-company with dispatching etc, to be sent to Freeholders, Senators, Sheriff, etc. and bring to board for approval

**Fire Police:**

When responding to a call, take 28-399 before the pickup.

### **New Building/Garage:**

Local Board of Finance approved application for financing; officially under contract with Skye Co, contracts have been signed. Matt Jessup working on Resolution Authorizing going to bond for 3.5 million dollars.

Gas company disconnected service, letter was sent for disconnect, once letter in hand, township will release demo permit, plan is to take down the building next week.

Discussion on hold up of release of permits with the township, would like to reach out to Mayor for help on partial release of permits.

Site improvement – some quotes back, township recommended a site improvement company for water, quote is \$174,000.00 for water utility box and hydrant, 2 inch domestic water, taken up to the building; SkyeCo takes over at building. Attorney Sendzik advised would need to go out to bid. Discussion on change orders, and possibility of meeting or exceed Cap of 20% of contract price.

Quote for 1600 gallon septic \$88,500.00

Need firewall, transformer for JCP&L \$100,000.00

Water fault was unforeseen

Attorney Sendzik will look into emergent unforeseen changes

### **Building and Grounds:**

Keep on eye on the old building, people have been stopping to look at it and there has been dumping of items in the building, make sure no-one goes in the building.

CSS sent a letter that they would like some of their equipment out of the old building. A temporary system needs to be installed in the new building, Ian Thompson will look into a Ring type system for now.

### **Future of the District: No Report**

### **LOSAP:**

Discussion on proposed point system revision and change to Fire Company name on LOSAP, Robert Cromer motioned to accept new point system, Robert Holmes seconded, roll call vote, all in favor.

**HYDRANT: No Report**

**Unfinished Business:**

Discussion on yearly testing results; aerial failed, repairs were made and now passed; ladder passed; older hose failed; would like to schedule an inspection of the Hurst Tool and sign annual contract for inspection, cost \$2,650.00. Ian Thompson motioned to approve Hurst Tool inspection and contract, Robert Holmes seconded, roll call vote, all in favor.

70 bottles are due for hydro testing, Bayshore does testing for \$25/bottle, recommends 3 trips, 25 at a time, they are due in June, 2024. Ian Thompson motioned to have hydro testing done, Robert Holmes seconded, roll call vote, all in favor.

**New Business:**

There is another grant that the board would like to file for, Safer Grant, which has a \$3,500.00 application fee, could be used towards stipend program, member retentions, bunk rooms, lock rooms, etc. Ian Thompson motion to approve the application, Derek DeLuca seconded, roll call vote, all in favor.

There is a report required for the \$34,000.00 grant that was approved. The cost for the company who applied for the grant to complete the report is \$1,075.00. Ian Thompson motioned to have the company complete the report, Robert Cromer seconded, roll call vote, all in favor.

Since the siren is not being used at 28-4's location, would like to cancel the JCP&L service for the siren. Board to look into what other JCP&L bills can be canceled.

Robert Holmes thanked John Boyle, Jr. and Derek DeLuca on their work on the grant application, John Jr. and John Sr. for all their work on the new building, and Chris Cleary for always checking on the apparatus.

Robert Holmes made a motion to approve the Resolution to Issue 3.5 million in Bond for building construction passed in 2022, Derek DeLuca seconded, Roll Call Vote, all in favor.

**Chiefs Report:**

See report attached.

**Presidents Report:**

Discussion on NFRS.

Discussion on upcoming requirement by Division of Fire and Safety regarding a PT program that will be necessary prior to going to Fire Fighter 1 at the academy, and requirements for members riding on trucks.

**Comments from the Floor: None**

John Boyle, Jr. motioned to go to Executive Session to discuss personnel matters, Derek DeLuca seconded, roll call vote, all in favor.

Executive session ended 9:00 p.m; regular meeting re-opened

Robert Holmes motioned to adjourn the meeting Robert Cromer seconded. Meeting adjourned at 9:05 p.m.

Respectfully submitted,

Christine Cromer

Resolution No. 2024-

RESOLUTION AUTHORIZING ESTABLISHMENT OF AN OFFICIAL DEPOSITORY  
PURSUANT TO N.J.S.A. 17:9-9

WHEREAS, the Board of Fire Commissioners of Fire District No. 3, Township of Marlboro, County of Monmouth, State of New Jersey, has adopted a cash management plan pursuant to N.J.S.A. 40A:5-14; and

WHEREAS, said plan includes designation of an official public depository as defined in the "Governmental Unit Deposit Protection Act": N.J.S.A. 17:9-41; *et seq.* and

WHEREAS, N.J.S.A. 17:9-9 mandates a public entity charged with the custody and control of public money to designate, by resolution, an official depository; and

WHEREAS, TD Bank, N.A., qualifies as an official public depository pursuant to the "Governmental Unit Deposit Protection Act" (GUDPA) and is insured by the Federal Deposit Insurance Corporation (FDIC).

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 it designate TD Bank, N.A., as its official public depository for fiscal year 2024; and

BE IT FURTHER RESOLVED, that the hereinafter set forth Commissioners be designated as official signatories on all accounts: John Boyle, Jr., Robert Cromer, Derek DeLuca, Robert Holmes and Ian Thompson; and

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 40A:14-89 all money to be disbursed by check, drafts or warrants be signed by two (2) commissioners or in such other manner or form as prescribed by the Board; and

BE IT FURTHER RESOLVED, that a copy of this Resolution be forwarded to the Board Auditor; 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			✓			

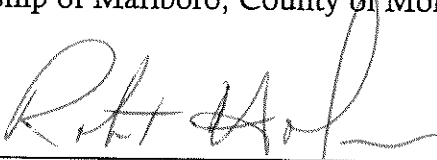
CERTIFICATION

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 28<sup>th</sup> day of March, 2024.

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 28<sup>th</sup> day of March, 2024.

  
Robert Holmes, CLERK  
 Board of Fire Commissioners  
 Fire District No. 3  
 Township of Marlboro

Resolution No. 2024-

RESOLUTION AUTHORIZING A CONTRACT FOR AUDITING SERVICES

WHEREAS, the Board of Fire Commissioners of Fire District No. 3, Township of Marlboro, County of Monmouth, State of New Jersey, as a public body duly organized under the laws of the State of New Jersey, requires the advice, consultation and other services of an auditor in the conduct of public business for which it is charged; and

WHEREAS, the Board is required under the law to retain the services of an auditor; and

WHEREAS, the Board's Treasurer has determined and certified that the value of auditing services will be less than seventeen thousand five hundred dollars (\$17,500.00); and

WHEREAS, the term of the Contract is for one (1) year or less; and

WHEREAS, the Board received a proposal from Lauren Holman, C.P.A., of the firm of Holman, Frenia and Allison, P.C., 1985 Cedar Bridge Avenue, Suite 3, Lakewood, New Jersey 08701; and

WHEREAS, the Board's Treasurer certified the availability of funds for the aforementioned auditing services.

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 it engage and otherwise retain the services of Lauren Holman, C.P.A., of the firm of Holman, Frenia and Allison, P.C., 1985 Cedar Bridge Avenue, Suite 3, Lakewood, New Jersey 08701, for the provision of auditing services as set forth in the aforementioned proposal; and

BE IT FURTHER RESOLVED, that the Chairman be authorized to execute a contract for auditing services for and on behalf of the Board and that the Clerk attest to same; and

BE IT FURTHER RESOLVED, that the sum of seventeen thousand five hundred dollars (\$17,500.00) for fiscal year 2024 appears in the 2024 budget under the caption of Administration - Other - Professional Services and is hereby appropriated under the said caption of the operating section of the 2024 budget; and

BE IT FURTHER RESOLVED, that, pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds shall be certified as of the date of the within Resolution and shall be chargeable to the above said line item as incurred to the maximum amount of same unless otherwise increased as permitted by law and a separate certification of availability of funds is made by the Board Treasurer; 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			✓			

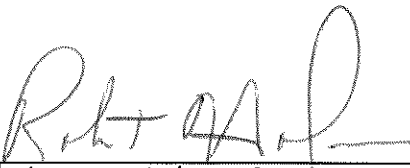
**CERTIFICATION**

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 28<sup>th</sup> day of March, 2024.

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 28<sup>th</sup> day of March, 2024.

  
\_\_\_\_\_  
Robert Holmes, CLERK  
Board of Fire Commissioners  
Fire District No. 3  
Township of Marlboro

Resolution No. 2024-

RESOLUTION AWARDING A CONTRACT FOR LEGAL SERVICES

WHEREAS, the Board of Fire Commissioners has a need to acquire professional legal services for fiscal year 2024 as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5 et seq.; and

WHEREAS, the Board Treasurer has determined and certified in writing that the value of those services will exceed \$17,500.00; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., exempts professional services from public advertising for bids when awarded as a non-fair and open contract by resolution of the governing body; and

WHEREAS, the Attorney has indicated that the required services will be provided for the Board at the rates and terms specified in the contract; and

WHEREAS, the firm will complete and submit a Business Entity Disclosure Certification, which Certification provides that the firm has not made any reportable contributions to candidate committees, joint candidates committees or political party committees representing the elected officials of the Board in the one year period preceding the award of the contract, and that the contract will prohibit the firm from making any reportable contributions through the term of the contract that would bar the award of this Agreement pursuant to N.J.S.A. 19:44A-20.5 et seq., and

WHEREAS, the firm will complete and submit a Political Contribution Disclosure Form and Stockholder Disclosure Certification, as required pursuant to N.J.S.A. 19:44A-20.26, no later than ten (10) days prior to entering into the contract, disclosing all reportable political contributions (more than \$300.00 per election cycle) made over the twelve (12) months prior to submission to the committees of the government entities listed on the form provided by the Board; and

WHEREAS, the Board Treasurer has and will certify as to the availability of funds at the time of service.

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 it engage and otherwise retain the services of Kate Sendzik Haines, Esq., of the firm of Sendzik & Sendzik, P.C., 1808 Route 88, Brick, New Jersey, for the provision of legal services as set forth in the proposed Contract for Legal Services, a copy of which is attached hereto; and

BE IT FURTHER RESOLVED, that the Business Entity Disclosure Certification, Political Contribution Disclosure Form, Stockholder Disclosure Certification, Determination of Value and

Certificate of Availability of Funds be placed on file in the District office with the executed contract and authorizing resolution; and

BE IT FURTHER RESOLVED, that the contract be awarded through a non-fair and open process and without a competitive bid pursuant to N.J.S.A. 19:44A-20.5 and as professional services, pursuant to N.J.S.A. 40A:11-1 et seq.; and

BE IT FURTHER RESOLVED, a notice of this award be printed in the official newspaper of the Board of Fire Commissioners in accordance with N.J.S.A. 40A:11-1 et seq. The Notice will be substantially as follows:

#### NOTICE OF NON-FAIR AND OPEN CONTRACT AWARD

The Board of Fire Commissioners of Fire District No. 3, Township of Marlboro, County of Monmouth, State of New Jersey, has awarded a contract through a non-fair and open process and without a competitive bid pursuant to N.J.S.A. 19:44A-20.5 and as a professional service pursuant to N.J.S.A. 40A:11-5(1)(a)(i). The Contract and Resolution authorizing same are on file and available for public inspection in the District office, 393 State Route 79, Morganville, New Jersey.

Awarded to: Sendzik & Sendzik, P.C.

Services: Legal Services

Term: March 28, 2024, until the next reorganization of the body corporate

Cost: \$165.00 per hour; and

BE IT FURTHER RESOLVED, that the sum to be paid for legal services for fiscal year 2024 appears in the 2024 budget under the caption of Administration - Other - Professional Services and is hereby appropriated under the said caption of the operating section of the 2024 budget; and

BE IT FURTHER RESOLVED, that, pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds shall be certified as of the date of the within Resolution and shall be chargeable to the above said line item as incurred to the maximum amount of same unless otherwise increased as permitted by law and a separate certification of availability of funds is made by the Board Treasurer; and

BE IT FURTHER RESOLVED, that the Board Chairman be authorized to execute any and all documents to effectuate the intent and purpose of the within Resolution and the Clerk attest thereto; 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 28<sup>th</sup> day of March, 2024.

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 28<sup>th</sup> day of March, 2024.



Robert Holmes, CLERK  
Board of Fire Commissioners  
Fire District No. 3  
Township of Marlboro



## CONTRACT FOR LEGAL SERVICES

This Agreement is made on March 28, 2024, between the Commissioners of Fire District No. 3, Township of Marlboro, County of Monmouth, State of New Jersey (hereinafter referred to as the "Board"), with an address of 393 State Route 79, Morganville, New Jersey, and Kate Sendzik Haines, Esq., of the firm of Sendzik & Sendzik, P.C. (hereinafter referred to as the "Attorney"), with an office at 1808 Route 88, Brick, New Jersey.

WHEREAS, the Board of Fire Commissioners has a need to acquire professional legal services for fiscal year 2024 as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5 et seq.; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., exempts professional services from public advertising for bids when awarded as a non-fair and open contract by resolution of the governing body; and

WHEREAS, the Attorney is duly licensed to practice law in the State of New Jersey and is willing to provide professional legal services for the Board as hereinafter provided in this Contract.

THEREFORE, the Board shall engage the services of the Attorney, and in consideration of the mutual promises contained in this Contract and in reliance on the above recitals, the parties agree as follows:

1. The Attorney will provide the Board, its agents, representatives or employees, advice by telephone or conference; attend all meetings as requested by the Board; prepare all legal documents, correspondence or other communication as requested by the Board; prosecution of any legal or equitable action or other claims; representation before governmental agencies or bodies; keep the Board informed of updates as to law; and perform such other legal services as requested by the Board;


2. For the services described in Paragraph 1 above, the Board agrees to pay the Attorney the sum of one hundred sixty-five dollars (\$165.00) per hour not to exceed the budgeted line item payable monthly upon submission by the Attorney of an itemized bill of services rendered and execution of the appropriate voucher or purchase order. In addition, the Board agrees to reimburse the Attorney for all reasonable, necessary and actual out-of-pocket expenses incurred in connection with the above services, payable upon presentation of a statement of the amount of those expenses upon the appropriate voucher or purchase order to the Board;

3. This Agreement shall be effective March 28, 2024, and shall continue in effect until the date of the next reorganization of the body corporate;

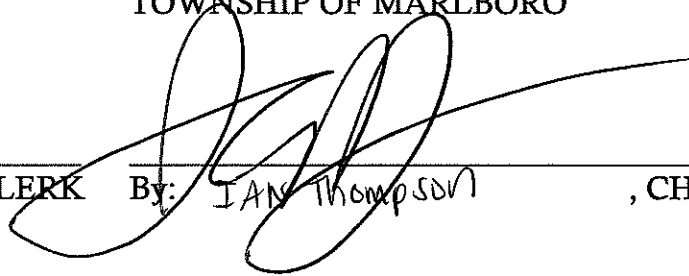
4. The Attorney shall only perform those services as directed by the Board at a public meeting or by the Chairman of the Board;
5. The Attorney shall meet with a member of the Board when requested to review legal invoices;
6. If any action at law or in equity is brought to enforce or interpret the provisions of this Contract, the prevailing party shall be entitled to reasonable attorney fees in addition to any other relief available to the prevailing party;
7. The validity of this Contract and of any of its terms or provisions, as well as the rights and duties of the parties to this Contract, shall be governed by and construed in accordance with the laws of the State of New Jersey;
8. All notices and other communications shall be sent by certified mail, return receipt requested, and shall be deemed to have been given when sent to the parties at their respective addresses as set forth above, unless a different address has been selected after the execution of this Contract and has been duly communicated to the party giving notice;
9. This Contract is contingent upon the Board's continued authorization and availability to fund same; and
10. This Contract constitutes the entire agreement of the parties and shall not be modified or amended except by a writing executed by both parties.

BOARD OF FIRE COMMISSIONERS  
 FIRE DISTRICT NO. 3  
 TOWNSHIP OF MARLBORO

WITNESS/ATTEST:

  
 Robert Holmes

, CLERK

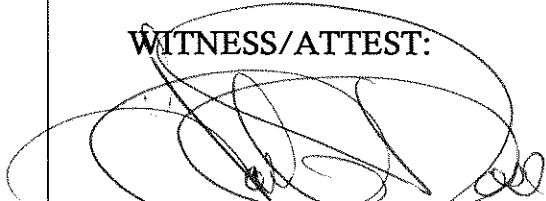


By:

IAN THOMPSON

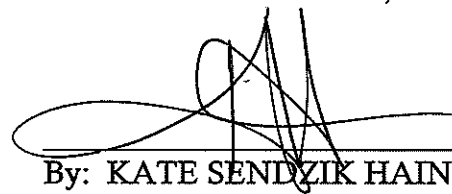
, CHAIRMAN

WITNESS/ATTEST:



LORETTA C. ROSE  
 NOTARY PUBLIC OF NEW JERSEY  
 COMM. EXP. 07/15/2028

SENDZIK & SENDZIK, P.C.



By: KATE SENDZIK HAINES, ESQ.

**BUSINESS ENTITY DISCLOSURE CERTIFICATION**  
**FOR NON-FAIR AND OPEN CONTRACTS**  
 Required Pursuant To N.J.S.A. 19:44A-20.8  
**MARLBORO FIRE DISTRICT NO. 3**

**Part I – Vendor Affirmation**

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that the *Sendzik & Sendzik, P.C.* has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one year period preceding *March 28, 2024* to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the *Board of Fire Commissioners of Fire District No. 3, Township of Marlboro*, as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

Any individuals including Commissioners relating to the Fire District	

**Part II – Ownership Disclosure Certification**

I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business entity:

- Partnership     
  Corporation     
  Sole Proprietorship     
  Subchapter S Corporation  
 Limited Partnership     
  Limited Liability Corporation     
  Limited Liability Partnership

Name of Stock or Shareholder	Home Address
Kate Sendzik Haines	548 Herbert Lane, Brick, New Jersey 08724

**Part 3 – Signature and Attestation:**

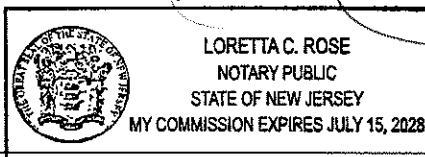
The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

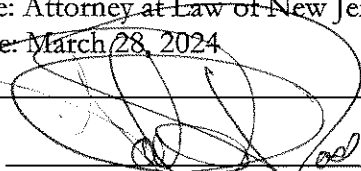
Name of Business Entity: *Sendzik & Sendzik, P.C.*

Signature of Affiant:  Title: *Attorney at Law of New Jersey*  
 Printed Name of Affiant: *KATE SENDZIK HAINES* Date: *March 28, 2024*

Subscribed and sworn before me this 28<sup>th</sup> day of March, 2024.

My Commission expires:



  
 (Witnessed or attested by)  
 \_\_\_\_\_  
 (Seal)

**BUSINESS ENTITY DISCLOSURE CERTIFICATION**  
**FOR NON-FAIR AND OPEN CONTRACTS**  
Required Pursuant To N.J.S.A. 19:44A-20.8  
**MARLBORO FIRE DISTRICT NO. 3**

The following is statutory text related to the terms and citations used in the Business Entity Disclosure Certification form.

**“Local Unit Pay-To-Play Law” (P.L. 2004, c.19, as amended by P.L. 2005, c.51)**

**19:44A-20.6 Certain contributions deemed as contributions by business entity.**

5. When a business entity is a natural person, a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity.

**19:44A-20.7 Definitions relative to certain campaign contributions.**

6. As used in sections 2 through 12 of this act:

“business entity” means any natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction;

“interest” means the ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit, as appropriate;

**Temporary and Executing**

12. Nothing contained in this act shall be construed as affecting the eligibility of any business entity to perform a public contract because that entity made a contribution to any committee during the one-year period immediately preceding the effective date of this act.

~~~~~

**The New Jersey Campaign Contributions and Expenditures Reporting Act (N.J.S.A. 19:44A-1 et seq.)**

**19:44A-3 Definitions.** In pertinent part...

p. The term "political party committee" means the State committee of a political party, as organized pursuant to R.S.19:5-4, any county committee of a political party, as organized pursuant to R.S.19:5-3, or any municipal committee of a political party, as organized pursuant to R.S.19:5-2.

q. The term "candidate committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) for the purpose of receiving contributions and making expenditures.

r. the term "joint candidates committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) by at least two candidates for the same elective public offices in the same election in a legislative district, county, municipality or school district, but not more candidates than the total number of the same elective public offices to be filled in that election, for the purpose of receiving contributions and making expenditures. For the purpose of this subsection: ...; the offices of member of the board of chosen freeholders and county executive shall be deemed to be the same elective public offices in a county; and the offices of mayor and member of the municipal governing body shall be deemed to be the same elective public offices in a municipality.

**19:44A-8 and 16 Contributions, expenditures, reports, requirements.**

*While the provisions of this section are too extensive to reprint here, the following is deemed to be the pertinent part affecting amounts of contributions:*

“The \$300 limit established in this subsection shall remain as stated in this subsection without further adjustment by the commission in the manner prescribed by section 22 of P.L.1993, c.65 (C.19:44A-7.2)

# C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

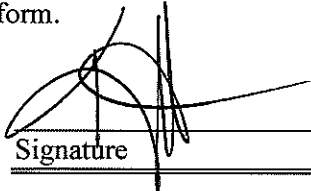
Required Pursuant To N.J.S.A. 19:44A-20.26

**This form or its permitted facsimile must be submitted to the local unit no later than 10 days prior to the award of the contract.**

## Part I – Vendor Information

|              |                         |        |       |
|--------------|-------------------------|--------|-------|
| Vendor Name: | Sendzik & Sendzik, P.C. |        |       |
| Address:     | 1808 Route 88           |        |       |
| City:        | Brick                   | State: | NJ    |
|              |                         | Zip:   | 08724 |

The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.

  
Signature

KATE SENDZIK HAINES  
Printed Name

Attorney at Law of New Jersey  
Title

## Part II – Contribution Disclosure

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than \$300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

Check here if disclosure is provided in electronic form.

| Contributor Name | Recipient Name | Date | Dollar Amount |
|------------------|----------------|------|---------------|
|                  |                |      | \$            |
|                  |                |      |               |
|                  |                |      |               |
|                  |                |      |               |
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|                  |                |      |               |

Check here if the information is continued on subsequent page(s)



**List of Agencies with Elected Officials Required for Political Contribution Disclosure  
N.J.S.A. 19:44A-20.26**

**County Name: Monmouth**

State: Governor, and Legislative Leadership Committees

Legislative District #: 10, 11, 12, 13, & 30

State Senator and two members of the General Assembly per district.

County:

Freeholders

County Clerk

Sheriff

Surrogate

Municipalities (Mayor and members of governing body, regardless of title):

|                            |                        |                             |
|----------------------------|------------------------|-----------------------------|
| Aberdeen Township          | Highlands Borough      | Neptune Township            |
| Allenhurst Borough         | Holmdel Township       | Ocean Township              |
| Allentown Borough          | Howell Township        | Oceanport Borough           |
| Asbury Park City           | Interlaken Borough     | Red Bank Borough            |
| Atlantic Highlands Borough | Keansburg Borough      | Roosevelt Borough           |
| Avon-by-the-Sea Borough    | Keyport Borough        | Rumson Borough              |
| Belmar Borough             | Lake Como Borough      | Sea Bright Borough          |
| Bradley Beach Borough      | Little Silver Borough  | Sea Girt Borough            |
| Brielle Borough            | Loch Arbour Village    | Shrewsbury Borough          |
| Colts Neck Township        | Long Branch City       | Shrewsbury Township         |
| Deal Borough               | Manalapan Township     | Spring Lake Borough         |
| Eatontown Borough          | Manasquan Borough      | Spring Lake Heights Borough |
| Englishtown Borough        | Marlboro Township      | Tinton Falls Borough        |
| Fair Haven Borough         | Matawan Borough        | Union Beach Borough         |
| Farmingdale Borough        | Middletown Township    | Upper Freehold Township     |
| Freehold Borough           | Millstone Township     | Wall Township               |
| Freehold Township          | Monmouth Beach Borough | West Long Branch Borough    |
| Hazlet Township            | Neptune City Borough   |                             |

(continued on next page)

Boards of Education (Members of the Board):

|                            |                                |                             |
|----------------------------|--------------------------------|-----------------------------|
| Allenhurst                 | Holmdel Township               | Oceanport Borough           |
| Asbury Park City           | Howell Township                | Red Bank Borough            |
| Atlantic Highlands Borough | Interlaken                     | Red Bank Regional           |
| Avon Borough               | Keansburg Borough              | Roosevelt Borough           |
| Belmar Borough             | Keyport Borough                | Rumson Borough              |
| Bradley Beach Borough      | Little Silver Borough          | Rumson-Fair Haven Regional  |
| Brielle Borough            | Long Branch City               | Sea Bright Borough          |
| Colts Neck Township        | Manalapan-Englishtown Regional | Sea Girt Borough            |
| Deal Borough               | Manasquan Borough              | Shore Regional              |
| Eatontown Borough          | Marlboro Township              | Shrewsbury Borough          |
| Fair Haven Borough         | Matawan-Aberdeen Regional      | South Belmar                |
| Farmingdale Borough        | Middletown Township            | Spring Lake Borough         |
| Freehold Borough           | Millstone Township             | Spring Lake Heights Borough |
| Freehold Regional          | Monmouth Beach Boro            | Tinton Falls                |
| Freehold Township          | Monmouth Regional              | Union Beach                 |
| Hazlet Township            | Neptune City                   | Upper Freehold Regional     |
| Henry Hudson Regional      | Neptune Township               | Wall Township               |
| Highlands Borough          | Ocean Township                 | West Long Branch Borough    |

Fire Districts (Board of Fire Commissioners):

|                                         |                                              |
|-----------------------------------------|----------------------------------------------|
| Aberdeen Township Fire District No. 1   | Marlboro Township Fire District No. 1        |
| Aberdeen Township Fire District No. 2   | Marlboro Township Fire District No. 2        |
| Englishtown Borough Fire District No. 1 | Marlboro Township Fire District No.3         |
| Freehold Township Fire District No. 1   | Millstone Township Fire District No. 1       |
| Freehold Township Fire District No. 2   | Neptune Township Fire District No. 1         |
| Hazlet Township Fire District No. 1     | Neptune Township Fire District No. 2         |
| Howell Township Fire District No. 1     | Ocean Township Fire District No. 1           |
| Howell Township Fire District No. 2     | Ocean Township Fire District No. 2           |
| Howell Township Fire District No. 3     | Spring Lake Heights Boro Fire District No. 1 |
| Howell Township Fire District No. 4     | Tinton Falls Fire District No. 1             |
| Howell Township Fire District No. 5     | Tinton Falls Fire District No. 2             |
| Manalapan Township Fire District No. 1  | Wall Township Fire District No. 1            |
| Manalapan Township Fire District No. 2  | Wall Township Fire District No. 2            |
| Manasquan Boro Fire District No.1       | Wall Township Fire District No. 3            |



**STATEMENT OF OWNERSHIP DISCLOSURE**

N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This statement shall be completed, certified to, and included with all bid and proposal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.

**Name of Organization:** Sendzik & Sendzik, P.C.

**Organization Address:** 1808 Route 88, Brick, New Jersey 08724

**Part I** Check the box that represents the type of business organization:

- Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
- Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
- For-Profit Corporation (any type)       Limited Liability Company (LLC)
- Partnership       Limited Partnership       Limited Liability Partnership (LLP)
- Other (be specific): \_\_\_\_\_

**Part II**

- The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. **(COMPLETE THE LIST BELOW IN THIS SECTION)**

OR

- No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. **(SKIP TO PART IV)**

(Please attach additional sheets if more space is needed):

| Name of Individual or Business Entity | Address                                   |
|---------------------------------------|-------------------------------------------|
| Kate Sendzik Haines                   | 548 Herbert Lane, Brick, New Jersey 08724 |
|                                       |                                           |
|                                       |                                           |
|                                       |                                           |

**Part III DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II**

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. **Attach additional sheets if more space is needed.**

| Website (URL) containing the last annual SEC (or foreign equivalent) filing | Page #'s |
|-----------------------------------------------------------------------------|----------|
|                                                                             |          |
|                                                                             |          |
|                                                                             |          |

Please list the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II other than for any publicly traded parent entities referenced above. The disclosure shall be continued until names and addresses of every noncorporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. **Attach additional sheets if more space is needed.**

| Stockholder/Partner/Member and Corresponding Entity Listed in Part II | Address |
|-----------------------------------------------------------------------|---------|
|                                                                       |         |
|                                                                       |         |
|                                                                       |         |

**Part IV Certification**

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the **Board of Fire Commissioners of Fire District No. 3, Township of Marlboro** is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with **Fire District** to notify the **Fire District** in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the **Fire District** to declare any contract(s) resulting from this certification void and unenforceable.

|                    |                                                                                     |        |                               |
|--------------------|-------------------------------------------------------------------------------------|--------|-------------------------------|
| Full Name (Print): | Kate Sendzik Haines                                                                 | Title: | Attorney at Law of New Jersey |
| Signature:         |  | Date:  | March 28, 2024                |

Resolution No. 2024-

RESOLUTION DESIGNATING NEWSPAPERS AND  
PUBLIC PLACES FOR POSTINGS PURSUANT TO N.J.S.A. 10:4-8

WHEREAS, the Board of Fire Commissioners of Fire District No. 3, Township of Marlboro, County of Monmouth, State of New Jersey, is mandated pursuant to and in accordance with the laws of the State of New Jersey to publish, post or otherwise deliver certain notices of public concern regarding matters including, but not limited to, elections, budgets, public hearings, public meetings, public bids and other various activities and functions undertaken by the Board; and

WHEREAS, the Board is likewise required to post various notices of the above set forth activities, events and functions in public places normally reserved for same.

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 Asbury Park Press be and the same is hereby designated as the official newspaper for publication of all required notices for the fiscal year 2024; and

BE IT FURTHER RESOLVED, that the Star Ledger be and the same is hereby designated as the newspaper to receive for informational purposes only all meeting notices of the Board of Fire Commissioners of Fire District No. 3 during fiscal year 2024; and

BE IT FURTHER RESOLVED, that the bulletin board at the Municipal Building located at 1979 Township Drive, Marlboro, New Jersey, is hereby designated as the official place where all required official notices are to be posted; and

BE IT FURTHER RESOLVED, that the Township Clerk of the Township of Marlboro shall be the individual designated by the Board to receive all required public notices; and

BE IT FURTHER RESOLVED, that all required public notices be also be posted at the District Office, 393 Highway 79, Morganville, New Jersey, and Morganville Fire Department, 78 Tennent Road, Marlboro, New Jersey; and

BE IT FURTHER RESOLVED, that all required official notices be posted on the District web site, [marlborofiredist3.org](http://marlborofiredist3.org); 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    |        |        | ✓   |     |         |        |

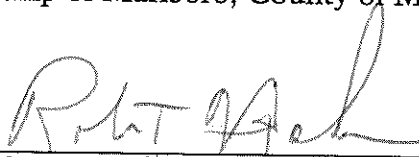
CERTIFICATION

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 28<sup>th</sup> day of March, 2024.

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 28<sup>th</sup> day of March, 2024.



Robert Holmes, CLERK  
Board of Fire Commissioners  
Fire District No. 3  
Township of Marlboro

Resolution No. 2024-

RESOLUTION APPOINTING A SECRETARY

WHEREAS, the Board of Fire Commissioners of Fire District No. 3, Township of Marlboro, County of Monmouth, State of New Jersey, has authority to create a paid position to assist in administrating the District; and

WHEREAS, the Board of Fire Commissioners of Fire District No. 3, Township of Marlboro, County of Monmouth, State of New Jersey, has created the paid position of Secretary; and

WHEREAS, said position was duly noticed in accordance with law; and

WHEREAS, a resolution was passed setting forth the terms and conditions of employment; and

WHEREAS, the Board found it necessary to have a Secretary and did, in fact, retain the services of Christine Cromer.

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 it re-affirm the employment of Christine Cromer for the position of Secretary under the same terms and conditions as her initial employment; and

BE IT FURTHER RESOLVED, that the salary for the position of Secretary appears in the 2024 budget under the caption of Administration - Personnel - Salary & Wages (excluding Commissioners) and is hereby appropriated under the said caption of the operating section of the 2024 budget; and

BE IT FURTHER RESOLVED, that, pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds shall be certified as of the date of the within Resolution and shall be chargeable to the above said line item as incurred to the maximum amount of same unless otherwise increased as permitted by law and a separate certification of availability of funds is made by the Board Treasurer; 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    |        |        | ✓   |     |         |        |

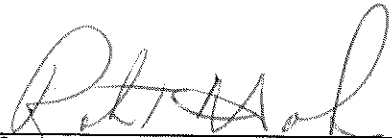
CERTIFICATION

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 28<sup>th</sup> day of March, 2024.

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 - 4 - 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 28<sup>th</sup> day of March, 2024.

  
\_\_\_\_\_  
Robert Holmes, CLERK  
Board of Fire Commissioners  
Fire District No. 3  
Township of Marlboro

Resolution No. 2024-

RESOLUTION REAFFIRMING THE BOARD'S PRIOR ACTIONS, BYLAWS, POLICIES, DIRECTIVES, DECISIONS, ORDERS, CONTRACTS, OBLIGATIONS, RULES AND REGULATIONS AND OTHER ACTS AND PRACTICES

WHEREAS, the Board of Fire Commissioners of Fire District No. 3, Township of Marlboro, County of Monmouth, State of New Jersey, is a noncontiguous body corporate as established in N.J.S.A. 40A:14-70; and

WHEREAS, at each annual fire district election on the third Saturday in February, the body corporate is subject to change; and

WHEREAS, in March of each year the State Legislature has mandated the body corporate reorganize; and

WHEREAS, the acts, contracts, obligations, and practices of prior Boards are valid only for a term of each constituted body corporate or coterminous with the body corporate's reorganization; and

WHEREAS, in order for the actions, bylaws, policies, directives, decisions, orders, contracts, obligations, rules and regulations and other acts and practices of the body corporate to continue in effect with the restructure of each Board the body corporate must, by implication or express action, reaffirm same on an annual basis.

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 it reaffirm all actions, bylaws, policies, directives, decisions, orders, contracts, obligations, rules and regulations and other acts and practices of the body corporate presently in effect in the District until the next reorganization of the body corporate; 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    |        |        | ✓   |     |         |        |

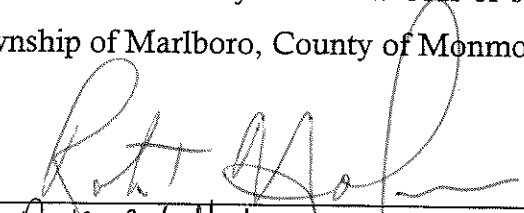
CERTIFICATION

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 28<sup>th</sup> day of March, 2024.

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 28<sup>th</sup> day of March, 2024.

  
\_\_\_\_\_  
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

March 1-27, 2024

| DATE                                    | NUM  | VENDOR                                        | AMOUNT               |
|-----------------------------------------|------|-----------------------------------------------|----------------------|
| <b>Commerce Bank-Checking</b>           |      |                                               |                      |
| 03/27/2024                              | 3935 | AT&T Mobility                                 | -535.36              |
| 03/27/2024                              | 3936 | Bridge Auto Supply                            | -945.19              |
| 03/27/2024                              | 3937 | Central Jersey Compliance Company             | -7,550.00            |
| 03/27/2024                              | 3938 | Chief Technologies, LLC                       | -708.00              |
| 03/27/2024                              | 3939 | Crest Engineering Associates, Inc.            | -27,539.08           |
| 03/27/2024                              | 3940 | Defender Emergency Products Sales and Service | -867.85              |
| 03/27/2024                              | 3941 | Emergency Services Marketing Corp             | -810.00              |
| 03/27/2024                              | 3942 | FireFlow Services Inc                         | -9,244.85            |
| 03/27/2024                              | 3943 | HFA                                           | -230.00              |
| 03/27/2024                              | 3944 | JCP & L                                       | -1,483.06            |
| 03/27/2024                              | 3945 | Kimtek Corporation                            | -10,170.00           |
| 03/27/2024                              | 3946 | MES                                           | -160.00              |
| 03/27/2024                              | 3947 | Monmouth County Clerk - Elections Division    | -649.37              |
| 03/27/2024                              | 3948 | Monmouth County Treasurer                     | -80.00               |
| 03/27/2024                              | 3949 | New Jersey Natural Gas 1                      | -1,446.76            |
| 03/27/2024                              | 3950 | Optimum                                       | -450.68              |
| 03/27/2024                              | 3951 | Premier Graphics                              | -423.50              |
| 03/27/2024                              | 3952 | Protocol Electric and Security                | -11,749.00           |
| 03/27/2024                              | 3953 | republic services                             | -561.99              |
| 03/27/2024                              | 3954 | Safety and Survival Training LLC 1            | -6,050.00            |
| 03/27/2024                              | 3955 | Seaboard Fire & Safety Equipment Company      | -148.00              |
| 03/27/2024                              | 3956 | Sendzik & Sendzik, P.C.                       | -4,264.50            |
| 03/27/2024                              | 3957 | Township of Marlboro                          | -958.43              |
| <b>Total for Commerce Bank-Checking</b> |      |                                               | <b>\$ -87,025.62</b> |

### Checking

opening (2/1/2024)      \$ 1,470,417.39

closing (2/29/2024)      \$ 1,410,797.09

### Savings

opening (2/1/2024)      \$ 168,994.54

closing (2/29/2024)      \$ 169,362.77



# Morganville Fire Department

Marlboro Township Fire District #3  
393 Route 79, Morganville, NJ 07751  
(732)591-9616  
[www.MorganvilleFire.com](http://www.MorganvilleFire.com)

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## Morganville Fire Department Chiefs Report

### Marlboro Township Fire District #3 March 28, 2024

Total Calls year to date: 12/1/23-2/29/24: 75

#### Call Report for Prior Month:

##### January 2024

- 30 total calls
- 362 total responders (avg. 12 members per call)
- 54 duty crew shifts completed.
- 3 building fires out of district: north Brunswick warehouse, Keyport RIT, Amboy rd. 28-2
- 4 calls out of district: 3 calls in 28-2 for 3-90 and one in 28-1
- Storm on 1/9/24 had 9 calls of service within a few hours.

##### February 2024

- 15 total calls
- 168 total responders (avg 11 members per call)
- 42 duty crew shifts completed.
- 12 calls in district nothing major
- 3 calls into district 2 with 3-90 on automatic aid

#### Old Business:

- John Deere gator is in, and work is continuing completing the upfit. The skid unit is mounted and in the process of being wired. The quote has been submitted for lighting by elite emergency vehicles.
- The trailer is lettered, and a quote was submitted for lighting. The trailer is currently being used as storage so the lighting will not take place until after the trailer is emptied hopefully by mid- summer.
- 3-99 has been painted and lettered.
- 3-77 is being stored at 28-2 until our new bays are completed.

#### New Business:

- Once the gator and high-volume fan are in service a message will be sent to the mutual aid groups to advise them of the new resources that are available from our department.
- 6 Members completed the train the trainer program for the new bailout system and are now certified instructors which allows the department to conduct the initial and refresher training for the systems. Id like to thank the commissioners for the investment of the systems for the safety of our members.

Respectfully submitted,

*Ryan T Keyes*

Chief Ryan Keyes