

Meeting was called to order March 27, 2025 at 7:30 p.m. Ian Thompson opened the meeting under the open public meeting guidelines.

Roll Call:

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

After the flag salute and moment of silence the 2025 Re-Organization meeting was opened

Robert Holmes and John Boyle, Jr. were sworn in as Commissioners by Attorney Sendzik.

The following nominations for officers were offered;

Derek DeLuca nominated John Boyle, Jr. for Chairman, Ian Thompson seconded;
John Boyle, Jr. nominated Ian Thompson for Vice Chairman, Robert Cromer seconded;
John Boyle, Jr. nominated Derek DeLuca for Treasurer, Ian Thompson seconded;
Ian Thompson nominated Robert Holmes for Clerk, John Boyle, Jr. seconded;
Ian Thompson nominated Robert Cromer for Asst. Clerk/Secretary, Ian Thompson seconded;

Roll Call Vote on all nominations

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

The following Resolutions were offered by Attorney Sendzik

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

All Resolutions moved by Robert Cromer, seconded by Ian Thompson

Roll Call Vote

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 27, 2025 meeting, Derek DeLuca seconded.

Communications:

Correspondence from Sendzik & Sendzik

Recall Notice

Email received 3/26/2025 from NJDOT regarding amending application from minor to major use due to minor being declined for multiple driveways. Application was amended to major use. DOT accepted application and 2 driveways are being worked on. John Boyle, Jr. advised that Assemblyman Scharfenberger was a big help. Board would like to draft a thank you letter to Gerry Scharfenberger.

Insurance Report: No report

Legal Report:

Attorney Sendzik offered the following Resolutions

Resolution Certifying Compliance with NJSA 40A:5A-17 Board of Fire Commissioners of Fire District No. 3 Township of Marlboro. Ian Thompson motioned to approve, Robert Cromer seconded, roll call vote all in favor, Robert Holmes – absent.

Reviewed Resolution Authorizing the Intent to Use an Alternate Procurement Method Pursuant to N.J.S.A. 52:34-6.2(B)(3) adopted on February 27, 2024. Will need make, model and vender, must advertise for 10 days in paper. Need 2 weeks notice.

Discussion on going out to bid for financing. In order to be placed on August agenda with LFP application must be in by July. Cannot apply with a “perspective” vendor.

Accountant Report:

Audit is complete.

Resolution Authorizing Corrective Action Plan. (There were 2 findings for corrective plan) Ian Thompson motioned to approve, Robert Cromer seconded, roll call vote, all in favor, Robert Holmes – absent.

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. Ian Thompson motioned to approve, Robert Cromer seconded, roll call vote, all in favor, Robert Holmes – absent.

Certification of Commissioners of Fire District No. 3 Township of Marlboro, Pursuant to N.J.S.A. 40A:5A-17 accepting Audit was executed.

Financial Report:

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

Committees:

Trucks:

Ian Thompson will take over truck committee

Discussion on fire company utilizing Google Workspace

28-377 will be taken to Allied Diesel for repair

28-395 fuel tank leak, temporarily fixed, there is still a slow leak, waiting for parts, missing oil dip stick.

28-391 warranty issue with camera, bad connector, has been fixed

28-376 11 light bulbs are out, air seat is creeping up

New Truck:

28-380 Tanker/Pumper on production line, chassis is there, delay on cab. October time-frame.

28-390 Aerial – working on looking for vendor

Equipment:

The gear that was approved of purchase has been ordered.

Would like to order 60 pairs of gloves at \$40/pair for a total of \$2,430.00; nozzles for new trucks \$11,633.00; hand tools \$13,628.50, and valves and adapter \$11,597.00, Robert Cromer motioned to purchase all, Ian Thompson seconded, roll call vote, all in favor.

The board should think about purchasing air packs and bottles within the new truck budget, costs approximately \$11,000/pack.

Radios:

All radios are programmed; working on fire & EMS tones; discussion on News outlets listening to calls on the radio.

Fire Police:

No much to report, working on quotes for jackets and apparel for new members

New Building/Garage:

Had meeting with SkyeCo regarding list of items on faulty design. Additional work was \$21,800.00 due to incorrect plans. SkyeCo will cover 1/3 of costs and we will work the remaining amount out with the architect.

Change order to be discussed with architect.

Anticipating completion to be mid to end of July for building, not site work.

Electricians have been in, plumber has sewer pipes in.

There was a equal swap for metal roof with lifetime warranty.

Building should be water tight within a month.

Building and Grounds: No Report

Future of the District: No Report

LOSAP:

Working on 2024 percentages. Asked fire company for additional attendance information.

HYDRANT: Ian Thompson to take over committee. **No Report.**

Unfinished Business: No report.

New Business:

Reminder that Financial Disclosures are due by April 30, 2025.

Chiefs Report:

See report attached.

Discussion on CAD Map and MARP

Presidents Report:

Discussion on approaching the township for Ordinance on HazMat situations. Asked the board if they could work with attorney to approach to town. Ian Thompson asked if they could get a same HazMat ordinance.

Discussion on reviewing upcoming sub-division plans. There were 4 hydrants left off of the plans for The Place.

The floor in the truck bays may be done by next month's meeting.

Would like to sit with Board to discuss duty crew.

Comments from the Floor:

Bill Cleary had questions on LOSAP. Discussion of whether the Board could switch LOSAP company.

John Boyle, Jr. motioned to go to Executive Session to discuss client-attorney matters, Ian Thompson seconded, roll call vote, all in favor.

Executive session ended 9:01 p.m; regular meeting re-opened

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

Respectfully submitted,

Christine Cromer

Resolution No. 2025-

**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, OceanFirst Bank 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 OceanFirst Bank as its official public depository for fiscal year 2025; 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		✓	✓			

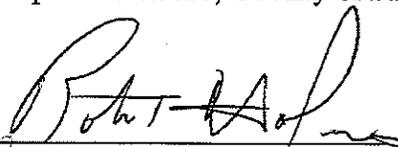
CERTIFICATION

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 27th day of March, 2025.

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 - 4 - 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 27th day of March, 2025.


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

Resolution No. 2025-

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 2025 appears in the 2025 budget under the caption of Administration - Other - Professional Services and is hereby appropriated under the said caption of the operating section of the 2025 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		✓	✓			

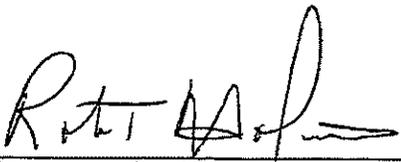
CERTIFICATION

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 27th day of March, 2025.

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 - 4 - 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 27th day of March, 2025.



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

Resolution No. 2025-

RESOLUTION AWARDING A CONTRACT FOR LEGAL SERVICES

WHEREAS, the Board of Fire Commissioners has a need to acquire professional legal services for fiscal year 2025 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 27, 2025, until the next reorganization of the body corporate

Cost: \$185.00 per hour; and

BE IT FURTHER RESOLVED, that the sum to be paid for legal services for fiscal year 2025 appears in the 2025 budget under the caption of Administration - Other - Professional Services and is hereby appropriated under the said caption of the operating section of the 2025 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		✓	✓			

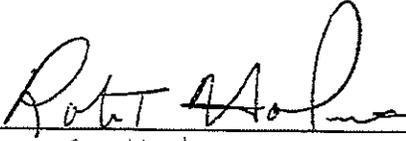
CERTIFICATION

I, Robert F 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 27th day of March, 2025.

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 - 4 - 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 27th day of March, 2025.



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

Resolution No. 2025-

**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 2025; 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 2025; 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; 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		✓	✓			

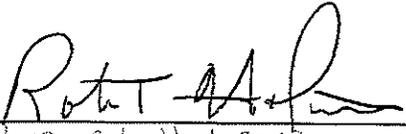
CERTIFICATION

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 27th day of March, 2025.

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 - 4 - 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 27th day of March, 2025.



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

Resolution No. 2025-

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 2025 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 2025 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		✓	✓			

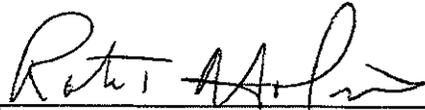
CERTIFICATION

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 27th day of March, 2025.

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 - 4 - 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 27th day of March, 2025.


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

Resolution No. 2025-

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		✓	✓			

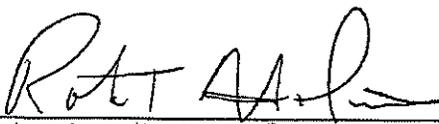
CERTIFICATION

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 27th day of March, 2025.

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 - 4 - 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 27th day of March, 2025.


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

Resolution No. 2025-

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 Lauren Holman, C.P.A., of the firm of Holman Frenia Allison, P.C., to perform the annual audit; and

WHEREAS, the annual audit report for the year ended December 31, 2023, 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, 2023, prepared by Lauren Holman, C.P.A., of the firm of Holman Frenia Allison, P.C., 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

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	✓		✓			

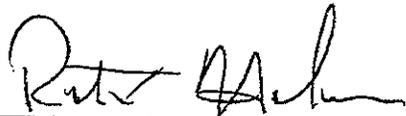
CERTIFICATION

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 27th day of March, 2025.

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 - 4 - 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 27th day of March, 2025.


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

Resolution No. 2025-

RESOLUTION AUTHORIZING CORRECTIVE ACTION PLAN

WHEREAS, the firm of Holman, Frenia, Allison, P.C., was retained to perform an audit of the District's financial records for fiscal year 2023; and

WHEREAS, on March 27, 2025, the Board considered an audit dated January 20, 2025, prepared by the said Holman, Frenia, Allison, P.C.,; and

WHEREAS, on said date the Board discussed Holman, Frenia, Allison, P.C.'s, findings, specifically those set forth on pages 39 and 40 of the 2023 Independent Auditor's Report hereinabove referenced under the designation of General Comments and Recommendations, Current Year Findings; and

WHEREAS, the Board found and determined it to be in the best interest of the District to resolve the findings and responses for fiscal year 2023 as set forth in the Corrective Action Plan attached hereto as Schedule A; and

WHEREAS, the Board desires to memorialize its implemented Corrective Action Plan through this Resolution and the attached Schedule A entitled Corrective Action Plan.

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, adopt the Corrective Action Plan as set forth on Schedule A attached hereto and made a part hereof; and

BE IT FURTHER RESOLVED, that a signed copy of the Corrective Action Plan be forwarded to the State of New Jersey, Department of Community Affairs, Bureau of Authority Regulation, along with a signed conformed and compared copy of the within 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 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 27th day of March, 2025.

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 - 4 - 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 27th day of March, 2025.

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

SCHEDULE A

CORRECTIVE ACTION PLAN FOR MARLBORO TOWNSHIP FIRE DISTRICT NO. 3 COUNTY OF MONMOUTH

DATE OF AUDIT REPORT JANUARY 20, 2025, BY HOLMAN, FRENIA, ALLISON, P.C.

FINDING 2023-001 General Ledger Maintenance

The District does not currently have a formal close process and does not maintain its general ledger in accordance with generally accepted accounting principles (GAAP).

Formal Close Process

- A. **DEFICIENCY:** The financial information for the year ended December 31, 2022, included errors in certain accounts that were the result of ineffective monitoring procedures and/or closing processes throughout the year. These errors can cause misstatements in the financial statements, and in certain circumstances resulted in proposed audit adjustments. Because these errors were not detected prior to the information being provided for audit, there is an indication that the closing procedures, specifically the monitoring and review of financial information by management, is not being effectively performed. This will ultimately cause significant errors in the financial records and financial statements as well as allow possible irregularities, including fraud, to possibly exist without notice.
- B. **CAUSE:** The District had not prepared or reviewed certain accounting reconciliations to support trial balance, general ledger and/or financial statement amounts.
- C. **RECOMMENDATION:** The District should implement a formalized closing process at least on an annual basis for all financial statement areas. The close process should include an in-depth analysis of all significant accounts, including recording all prior-year audit entries. All significant accounts should have supporting schedules that are prepared and reviewed by separate individuals within the District to ensure proper segregation of duties. Furthermore, supporting schedules should agree to the corresponding general ledger accounts. Implementation of these recommendations will improve financial reporting processes and internal controls of the District and result in a financial close with minimal proposed adjusting entries.
- D. **RESPONSE:** Management will ensure proper segregation of duties and enhanced oversight, providing improved internal controls. Financial procedures and standard operating procedures will be revised, formalized and put into place.

Capital Assets and Construction in Progress Tracking

- A. **DEFICIENCY:** It was noted in the District's capital asset records that capital assets and

projects had not been correctly recorded in the District's records. Additionally, it was also noted that there were assets recorded on the District's records that were no longer in use.

- B. CAUSE: The District had not prepared or reviewed the District's capital asset support prior to the financial information being turned over for audit.
- C. RECOMMENDATION: A complete appraisal of capital assets should be performed which will be the best and most efficient method for developing an accurate listing of all capital assets. Additionally, the District should develop policies and procedures for tracking capital assets and construction in progress additions and deletions to ensure an accurate accounting for capital assets. Specifically, the listing should include the following data:
- Description of the asset;
 - Cost, voucher number, and vendor name;
 - Date placed in service;
 - Estimated useful life;
 - Depreciation method;
 - Depreciation expense and accumulated depreciation for the year; and
 - Date asset was retired and selling price if applicable.
- D. RESPONSE: Management will ensure proper segregation of duties and enhanced oversight, providing improved internal controls. Financial procedures and standard operating procedures will be revised, formalized, and put into place.

FINDING 2023-002 Budgetary Expenditures

- A. DEFICIENCY: During review of the District's budget to actual schedule, it was noted that the District over-expended certain line items in the District's budget. New Jersey Statute 40A:14-78.9 states "Whenever it shall become necessary during the last two months of the fiscal year to expend amounts in excess of those appropriations specified in the various line items of the operating appropriations section of the annual budget and there shall be excess appropriations in other line items of the operating appropriations section, the board of fire commissioners of the fire district may, by resolution setting forth the facts, adopted by the Fire District not less than 2/3 vote of the full membership thereof, transfer the amount of the excess to those appropriations deemed to be insufficient."
- B. CAUSE: The District over-expended certain line items in the District's budget.
- C. RECOMMENDATION: The District must maintain a complete and accurate general ledger and review costs against the budget to identify any potential over expenditures. Budget transfers must be approved by resolution by the Board of Fire Commissioners prior to committing funds in case of over-expending.

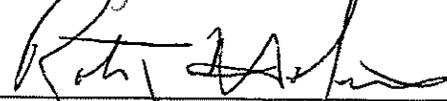
D. RESPONSE: Management will ensure budget transfers are made and approved in accordance 40A:14-78.9 and ensure proper segregation of duties and enhanced oversight, providing improved internal controls. Financial procedures and standard operating procedures will be revised, formalized, and put into place.

IMPLEMENTATION DATE: March 27, 2025

Respectfully Submitted,



John Boyle Jr. CHAIRMAN

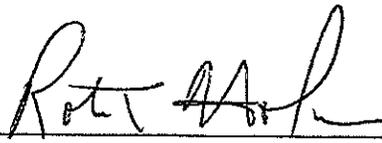


Robert Holmes CLERK



Derek DeLuca TREASURER

I hereby certify that the above Corrective Action Plan was adopted at a public meeting on March 27, 2025, and shall be placed on file in the District Office available for public inspection.



Robert Holmes CLERK

Resolution No. 2025-

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 Lauren Holman, C.P.A., of the firm of Holman Frenia Allison, P.C., to perform the annual audit; and

WHEREAS, the annual audit report for the year ended December 31, 2023, prepared and presented by Lauren Holman, 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 Lauren Holman, 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 Lauren Holman, C.P.A., of the firm of Holman Frenia Allison, P.C., for the year ended December 31, 2023; 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 Lauren Holman, C.P.A., of the firm of Holman Frenia Allison, P.C., 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	✓		✓			

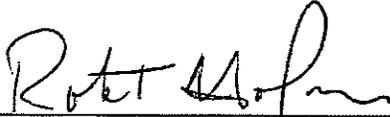
CERTIFICATION

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 27th day of March, 2025.

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 - 4 - 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 27th day of March, 2025.


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

Resolution No. 2025-

RESOLUTION AUTHORIZING THE INTENT TO USE AN ALTERNATE
PROCUREMENT METHOD PURSUANT TO N.J.S.A. 52:34-6.2(B)(3)

WHEREAS, the Board of Fire Commissioners of Fire District No. 3, Township of Marlboro, County of Monmouth, State of New Jersey, is established and operating pursuant to N.J.S.A. 40A:14-70 et seq.; and

WHEREAS, in all matters of procurement, the Board is mandated to comply with the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., with the exception of an alternate procurement method as set forth in N.J.S.A. 52:34-6.2(b)(3) which permits procurements by entering into nationally recognized cooperative agreements; and

WHEREAS, the Board resolved to join a national cooperative, namely, the Houston-Galveston Area Counsel (HGAC), a regional planning commission and political subdivision of the State of Texas, operating under Chapter 391, Texas Local Government Code, and the Board entered into an agreement therewith without cost or obligation to the Board; and

WHEREAS, prior to using the alternate procurement method, the Board is required pursuant to N.J.S.A. 52:34-6.2(b)(3) to publish notice of its intent to use the alternate procurement method in the Board's official newspaper at least ten (10) days prior to the meeting at which the Board shall consider same and provide a time for public comment; and

WHEREAS, the Board finds that it is in the best interest of the District and the community to utilize the HGAC for the procurement of fire apparatus (aerial/tower ladder) and necessary equipment to make the emergency response vehicle functional.

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 authorize the publication of a notice, in the form attached, informing the public of its intent to use the Houston-Galveston Area Counsel (HGAC) for the procurement of fire apparatus (aerial/tower ladder) and necessary equipment to make the emergency response vehicle functional; and

BE IT FURTHER RESOLVED, that such notice shall be published in the Asbury Park Press, posted at the municipal building and District Office, forwarded to the Municipal Clerk and posted on the District internet site; 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			√			

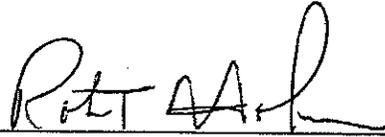
CERTIFICATION

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 27th day of February, 2025.

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 27th day of February, 2025.

A handwritten signature in black ink, appearing to read "R. Holmes", written over a horizontal line.

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

March 2025 Treasurer's Report
Board of Fire Commissioners Marlboro Twp. Fire Dist # 3
 March 1-27, 2025

TD Bank Operating	Date	Check #	Vendor	Amount
	03/14/2025	4220	AT&T Mobility	-382.40
	03/14/2025	4221	Atlantic Medical Group	-280.00
	03/14/2025	4222	County of Monmouth Finance Department	-17,202.00
	03/14/2025	4223	FireFlow Services Inc	-13,600.50
	03/14/2025	4224	JCP & L	-2,610.64
	03/14/2025	4225	McManimon, Scotland & Baumann, LLC	-2,529.43
	03/14/2025	4226	New Jersey Natural Gas 1	-1,553.20
	03/14/2025	4227	Optimum	-366.52
	03/14/2025	4228	republic services	-278.03
	03/14/2025	4229	Township of Marlboro	-1,338.56
	03/14/2025	4230	MES Service Company, LLC	-68.00
	03/19/2025	4231	Board of Fire Commissioners Marlboro Township	-200,000.00
	03/27/2025	4232	JCP & L	-35.37
	03/27/2025	4233	MES Service Company, LLC	-695.31
	03/27/2025	4234	Mobile Emergency Housing Corp.	-3,658.00
	03/27/2025	4235	Monmouth County Clerk - Elections Division	-2,266.26
	03/27/2025	4236	Optimum	-125.95
	03/27/2025	4237	Sendzik & Sendzik, P.C.	-5,857.50
	03/27/2025	4238	Skyeco Construction Group	-111,600.00
				-\$364,447.67

Account Balances (TD Bank)

Checking

Opening (2/1/25)	\$1,769,396.04	19 Checks/Debits	
Closing (2/28/25)	\$1,647,637.56	Interest Paid (2/28/25)	\$2,875.79

Savings

Opening (2/1/25)	\$69,720.82		
Closing (2/28/25)	\$69,835.81	Interest Paid (2/28/25)	\$114.99

Prepared by Derek DeLuca, Treasurer
 Accrual Basis Thursday, March 27, 2025 11:32 AM GMTZ



Morganville Fire Department

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



Total Runs Up to **Mar 27, 2025**

32 Total calls for service from 2/28/25- today

1 Building fire	1 Building weekend	1 Vehicle Fire	4 MVA w/o Injuries 1 HVAC Issue
6 Cooking Fires	MVA w/ injuries	8 Brush/ woods fires	2 EMS Standbys
Vehicle Fire	1 MVA no Injuries	6 Powerline Down	1 Electrical short
6 Brush Fire	1 Gas Leaks	1 Weekend Build	3 Water Leak
Medical Assists	Electrical	1 Smoke Removal	6 Public Service
5 Power Line Down	2 Smoke or odor Removal	4 Cover assignment	2 Canceled en Route
1 Public Service	Unauthorized burn	9 Smell of Smoke	1 system Malfunction
Cover assignments	Odor of smoke	1 sprink. active malf	4 smoke det. malf.
7 Unintentional Alarm activations	1 Special Incident types	1 unintentional active	4 alarm system malf.
Gas or Flammable	Water Leaks	1 CO det. malf.	1 Special Incident
Liquid Spills	Overheated HVAC Motor		
	Cancelled en route		

Other Business

avg. 10 responders per incident

Bailout Training is going very strong

Live Burn Drill went fairly well small things to fix for next time

County Wide Active Chiefs' Meetings are going very well with guest speakers and working groups

GIS Updates for flex should be implemented next week

113 Total incidents across 36 separate incident types from January 1 Not all but most are calls for service some EMS stuff mixed in as well as noting powerlines down that maybe never got hit out.

10 Building Fires	12 EMS Calls	2 Gas Leak
6 Cooking Fires	3 MVA w/ Injuries	
2 Flam Liquids	1 CO Incident	1 Electrical