

**The Commissioners of Fire District No. 1
in the Township of South Brunswick
County of Middlesex**


Resolution # 18/19 - 1

Adoption of Temporary Budget for 2018

WHEREAS, it has become necessary for the Commissioners of Fire District No. 1 in the Township of South Brunswick, County of Middlesex, by resolution, to adopt a temporary budget to make appropriations and to provide for the period between the beginning of the fiscal year, January 1, 2018, and the adoption of the budget by the legal voters of the fire district, which election is scheduled for February 17, 2018.

NOW, THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 1 in the Township of South Brunswick, County of Middlesex, as follows:

(1) A temporary budget is hereby adopted to be effective from the beginning of the fiscal year as noted above and to be in full force and effect until the adoption of the annual fire district budget as referenced above; the total of the appropriations of the temporary budget to reflect not in excess of 14% of the total of the appropriations made for all purposes in the budget for the preceding fiscal year exclusive of appropriations for interest and debt redemption charges and capital improvements.



Kris Olson, Secretary/Clerk



Date

	<u>Aye</u>	<u>Naye</u>	<u>Abstain</u>	<u>Absent</u>
Orchard				X
Tarnowski	X			
Olson	X			
Berezansky	X			
Josephson	X			

2018 ADOPTED BUDGET RESOLUTION

18/19-2

South Brunswick Township Fire District #1

FISCAL YEAR: January 1, 2018 to December 31, 2018

WHEREAS, the Annual Budget for the South Brunswick Township Fire District #1 (the "Fire District") for the fiscal year beginning January 1, 2018 and ending December 31, 2018, has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of January 8, 2018; and

WHEREAS, the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the adopted budget is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et. seq.); and


WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 871,280, which includes amount to be raised by taxation of \$824,664, and Total Appropriations of \$871,280; and

WHEREAS, an election shall be held annually on the third Saturday of February in each established fire district to determine the amount to be raised by taxation for the ensuing year;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District at an open public meeting held on January 8, 2018 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2018 and ending December 31, 2018, is hereby adopted and, shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$871,280, which includes amount to be raised by taxation of \$824,664, and Total Appropriations of \$871,280; and

BE IT FURTHER RESOLVED, that the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

BE IT FURTHER RESOLVED, that an annual election shall be held on the third Saturday of February to determine the amount to be raised by taxation for the ensuing year. The results of which shall be subsequently certified to the Division and the Municipal Assessor.


(Secretary's Signature)

1/8/18
(Date)

Member	Board of Commissioners Recorded Vote			
	Aye	Nay	Abstain	Absent
Orchard				
Josephson	X			X
Berezansky	X			
Olson	X			
Tarnowski	X			

THE COMMISSIONERS OF FIRE DISTRICT NO. 1
IN THE TOWNSHIP OF SOUTH BRUNSWICK, COUNTY OF MIDDLESEX

RESOLUTION 18/19 - 3

AUTHORIZING REGULAR MEETING SCHEDULE FOR THE 2018-2019 YEAR

WHEREAS, Public Law 1975, Chapter 231, Section 13, requires a public body to post and maintain posted, to distribute to designated newspapers, and to further file with the Municipal Clerk for the purpose of public inspections, a schedule of the regular meetings of such public body to be held during the calendar year; and,

WHEREAS, such schedule of regular meetings is required to contain the location of each meeting, to the extent that it is known, and the time and date of each meeting; and,

WHEREAS, Public Law 1975, Chapter 231, Section 3-D, provides that where the annual notice or revisions thereof, in compliance with sections of the subject act, set forth the location, time and date of any meeting, no further action shall be required for such meeting.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 1 in the Township of South Brunswick, County of Middlesex, as follows:

1. All regular meetings of the Commissioners shall take place on the second Monday of the month at the Kendall Park Volunteer Fire Company firehouse located at 125 New Road, Kendall Park, NJ 08824 at 6:30 p.m. on the following dates:

April 9, 2018	October 8, 2018
May 14, 2018	November 12, 2018
June 11, 2018	December 10, 2018
July 9, 2018	January 14, 2019
August 13, 2018	February 11, 2019
September 10, 2018	March 11, 2019

2. A summary of this resolution shall be mailed to the Princeton Packet and the Home News.

3. A summary of this resolution shall be posted and shall be maintained on the official bulletin board of the Township of South Brunswick and shall also be kept on file by the Municipal Clerk for purposes of public inspection.

Date 3/12/18

Secretary Krista E. Olson

THE COMMISSIONERS OF FIRE DISTRICT NO. 1
IN THE TOWNSHIP OF SOUTH BRUNSWICK, COUNTY OF MIDDLESEX
RESOLUTION 19/19 - 4
AURHORIZING APPOINTMENT OF ATTORNEY FOR THE 2018-2019 YEAR

WHEREAS, there exists a continuing need for legal services to be provided to the Commissioners of Fire District No.1 in the Township of South Brunswick, County of Middlesex, concerning various responsibilities undertaken by said Commissioners; and,

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the 2018-2019 years; and,

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.* provides a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and,

WHEREAS, the subject resolution providing for the awarding of this contract relative to professional services, and the notice of award of said contract shall be made available for public inspection; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(1) provides that a notice of the award of said contract be published in a newspaper, said advertisement stating the nature, duration and amount of contract.

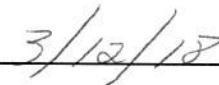
NOW, THEREFORE be it RESOLVED by the Commissioners of Fire District No. 1 in the Township of South Brunswick, County of Middlesex, as follows:

1. Richard M. Braslow, Esq. is hereby appointed to provide regular legal services to the Commissioners relative to any and all issues presented to the Commissioners pursuant to any of its obligations or responsibilities. This appointment is made pursuant to the proposal attached hereto and made a part hereof.
2. This resolution and notice of award of contract shall be available for public inspection.

Secretary/Clerk



Date:



THE COMMISSIONERS OF FIRE DISTRICT NO. 1
IN THE TOWNSHIP OF SOUTH BRUNSWICK, COUNTY OF MIDDLESEX

RESOLUTION 18/19 – 5

AURHORIZING APPOINTMENT OF ACCOUNTANT FOR THE 2018-2019 YEAR

WHEREAS, there exists a continuing need for accounting services to be provided to the Commissioners of Fire District No.1 in the Township of South Brunswick, County of Middlesex, concerning various responsibilities undertaken by said Commissioners; and,

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the 2018-2019 years; and,

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.* provides a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and,

WHEREAS, the subject resolution providing for the awarding of this contract relative to professional services, and the notice of award of said contract shall be made available for public inspection; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(1) provides that a notice of the award of said contract be published in a newspaper, said advertisement stating the nature, duration and amount of contract.

NOW, THEREFORE be it RESOLVED by the Commissioners of Fire District No. 1 in the Township of South Brunswick, County of Middlesex, as follows:

1. Oliver Walling, LLC. is appointed to provide accounting services to the Commissioners relative to any and all issues presented to the Commissioners pursuant to any of its obligations or responsibilities. This appointment is made pursuant to the proposal as submitted and attached hereto.
2. This resolution and notice of award of contract shall be available for public inspection.
3. The salary to remain at the existing hourly rate.

Date 3/12/18

Secretary Kris C. Glavin

THE COMMISSIONERS OF FIRE DISTRICT NO. 1
IN THE TOWNSHIP OF SOUTH BRUNSWICK, COUNTY OF MIDDLESEX
RESOLUTION 18/19 - 6
AURHORIZING APPOINTMENT OF AUDITOR FOR THE 2018-2019 YEAR

WHEREAS, there exists a continuing need for auditing services to be provided to the Commissioners of Fire District No.1 in the Township of South Brunswick, County of Middlesex, concerning various responsibilities undertaken by said Commissioners; and,

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the 2018-2019 years; and,

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.* provides a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and,

WHEREAS, the subject resolution providing for the awarding of this contract relative to professional services, and the notice of award of said contract shall be made available for public inspection; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(1) provides that a notice of the award of said contract be published in a newspaper, said advertisement stating the nature, duration and amount of contract.

NOW, THEREFORE be it RESOLVED by the Commissioners of Fire District No. 1 in the Township of South Brunswick, County of Middlesex, as follows:

1. Holman Frenia Alisson P.C. is appointed to provide auditing services to the Commissioners for assistance in preparation of the 2018/2019 Budget and establishment and maintenance of the necessary documentation consistent with the requirements and the regulations of the Department of Community Affairs and with the New Jersey statutes. This appointment is made pursuant to the proposal as submitted and attached hereto.
2. This resolution and notice of award of contract shall be available for public inspection.

Date 3/12/18

Secretary Kevin E. Clowen

THE COMMISSIONERS OF FIRE DISTRICT NO. 1
IN THE TOWNSHIP OF SOUTH BRUNSWICK, COUNTY OF MIDDLESEX
RESOLUTION 18/19 - 7
ADOPTION OF CASH MANAGEMENT PLAN

WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and,

WHEREAS, Subchapter 3, Section 5:31-3/1(a) provides that the governing body shall, by resolution passed by not less than a majority of the full membership, adopt a cash management plan, which shall include the designation of a depository, the State of New Jersey Cash Management Fund or a public depository or depositories.

NOW, THEREFORE, be it RESOLVED, by the Commissioners of Fire District No. 1, in the Township of South Brunswick, County of Middlesex, as follows:

1. This resolution shall act as a formal adoption by the Commissioners of a cash management plan, which shall allow for official depositories of the Commissioners to be the State of New Jersey Cash Management Fund, Wells Fargo, TD Bank, TD Capital, Magyar Savings, Capital One, and Sun National Bank.

Date 3/12/18

Secretary Kristin E. Deans

THE COMMISSIONERS OF FIRE DISTRICT NO. 1
IN THE TOWNSHIP OF SOUTH BRUNSWICK, COUNTY OF MIDDLESEX
RESOLUTION 18/19 - 8
DESIGNATION OF OFFICIAL NEWSPAPER PUBLICATIONS
FOR THE 2018/2019 YEAR

WHEREAS, the Commissioners of Fire District No. 1 in the Township of South Brunswick, County of Middlesex, must, by statutory law, publish various items in order to comply with said requirements of statutory law; and

WHEREAS, the Commissioners are desirous of designating various newspapers as official newspapers in which the Commissioners may publish its various items during the 2018/2019 year.

NOW, THEREFORE be it RESOLVED by the Commissioners of Fire District No. 1, in the Township of South Brunswick, County of Middlesex, as follows:

The official newspapers in which the Commissioners will publish all required notices or other items during the 2018-2019 year pursuant to New Jersey statutes shall be the PRINCETON PACKET and or THE HOME NEWS-TRIBUNE unless said New Jersey statutory law otherwise mandates that a newspaper other than those as referenced herein be used for said publications.

Date 3/12/18

Secretary Kevin E. O'Neil

THE COMMISSIONERS OF FIRE DISTRICT NO. 1
IN THE TOWNSHIP OF SOUTH BRUNSWICK, COUNTY OF MIDDLESEX
RESOLUTION 18/19 - 9
AUTHORIZING APPROVAL AND PAYMENT OF CLAIMS

WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities, and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and

WHEREAS, Subchapter 4, Section 5:31-4.1(e) provides that payment of claims by the fire district shall be by check on the fire district and signed by the Treasurer, Chairman or Vice Chairman, and countersigned by one other Commissioner as designated by resolution; and

WHEREAS, Subchapter 4, Section 5:31-4.2 further provides that the Commissioners, at their reorganizational meeting, designate, by resolution, the individuals whose signatures shall appear on checks drawn upon the treasury of the Commissioners; and

WHEREAS, Subchapter 4, Section 5:31-4.1(f) provides that the Commissioners shall, by resolution passed by not less than the majority of the full membership, further designate the manner in which the time in which salaries, wages or other compensation for services shall be paid.

NOW, THEREFORE be it RESOLVED by the Commissioners of Fire District No. 1 in the Township of South Brunswick, County Middlesex as follows:

1. The checks as issued by the Commissioners for payment claims shall be signed by the Treasurer, Chairman and countersigned by one other Commissioner in order that the Commissioners comply with the rules and regulations as promulgated by the Local Finance Board as set forth herein.
2. No more than two electronic signatures shall be used on any particular check in place of a handwritten signature.
3. The manner in which and the time in which compensation for services rendered by employees of the Commissioners shall be paid shall be in accordance with individual employment contracts. The Commissioners' salaries shall be paid as determined by the Commissioners.

Signature Kris E. Olson

Date 3/12/18

THE COMMISSIONERS OF FIRE DISTRICT NO. 1
IN THE TOWNSHIP OF SOUTH BRUNSWICK, COUNTY OF MIDDLESEX
RESOLUTION 18/19 - 10
DESIGNATING SURETY BONDING FOR TREASURER, ET.AL.

WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities, and the Fire District is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and

WHEREAS, Subchapter 6, Section 5:31-6.1 provides that the fire district shall, by resolution, designate employees and officials required to furnish surety bonds and determine minimum bonds for each such employee and official; and

WHEREAS, the Commissioners of Fire District No. 1 in the Township of South Brunswick, County of Middlesex, deem it necessary to provide bonding for the President, Vice President and Treasurer of the Fire District,

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 1 in the Township of South Brunswick, County of Middlesex, that all Commissioners shall be bonded in the amount of \$3,000,000.00 and the Treasurer shall be bonded in the amount of \$3,000,000.00.

Signature Kris E. Olson Date 3/12/18

THE COMMISSIONERS OF FIRE DISTRICT NO. 1

IN THE TOWNSHIP OF SOUTH BRUNSWICK, COUNTY OF MIDDLESEX

RESOLUTION #18/19- 11

AUTHORIZING ANNUAL SALARY FOR MEMBERS OF THE BOARD OF FIRE COMMISSIONERS

WHEREAS, the position of Fire Commissioner has been created by the formation of the Fire Districts by the Township Committee of the Township of South Brunswick; and

WHEREAS, N.J.S.A. 40A: 14-88 provides that members of the Board of Fire Commissioners shall receive compensation for their services in such amount as the Board shall fix subject to review by the Township governing body; and

WHEREAS, the appropriate funding has been set forth in the 2018 Fire District Budget;


NOW THEREFORE, be it **RESOLVED** by the Commissioners of Fire District No. 1 in the Township of South Brunswick as follows;

- 1) That the persons holding the below listed offices be compensated at the rates so prescribed as follows:

Chairman;	\$3500.00
Vice Chairman;	\$3500.00
Secretary;	\$3500.00
Treasurer;	\$5000.00
Commissioner;	\$3500.00

- 2) Each Member of the Board of Fire Commissioners shall receive as compensation such amounts as the board shall fix subject to review by the governing body wherein the fire district is located.
- 3) This rate of compensation shall be deemed approved upon adoption of this resolution.
- 4) This rate of compensation is contingent upon the appropriate funds being available relative to the 2018 Budget.

The above is a true copy of the Resolution adopted by the Commissioners of Fire District No. 1 in the Township of South Brunswick at its meeting on March 12, 2018.


Kris Olson, Board Secretary

**Commissioners of Fire District No.1
in the Township of South Brunswick
County of Middlesex**

Resolution # 18/19 – 12

Acceptance of Annual Audit

WHEREAS, N.J.S.A.40A:5A-15 requires the governing body to each Fire District to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year that ended December 31, 2017 has been completed and filed with The Commissioners of South Brunswick Fire District No. 1, pursuant to N.J.S.A.40A:5A-15, and

WHEREAS N.J.S.A.40A:-17 requires the governing body of the District to, within 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, and specifically the sections of the audit report entitled **“General Comments”** and **“Recommendations”**, in accordance with **N.J.S.A.40A:5A-17**.

NOW, THEREFORE BE IT RESOLVED, that the governing body of South Brunswick Fire District No. 1 hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year that ended December 31, 2017, and specifically has reviewed the sections of the audit report entitled **“General Comments”** and **“Recommendations”**, and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the secretary of the District is hereby directed to promptly submit to the Local Finance Board aforesaid group affidavit, accompanied by the certified copy of the resolution.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON MAY 14, 2018.



Kris Olson, Board Secretary

5/14/18

Date

FIRE DISTRICTS
GROUP AFFIDAVIT FORM

PRESCRIBED BY
THE NEW JERSEY LOCAL FINANCE BOARD

AUDIT REVIEW CERTIFICATE

We, the members of the governing body of South Brunswick Fire District No. 1 being of full age and being duly sworn according to law, upon our oath depose and say:

We are duly appointed/elected (cross out one) members of the Board of Fire Commissioners of South Brunswick Fire District No. 1

We certify, pursuant to N.J.S.A.40A:5A-17, that we have each reviewed the annual audit report for the fiscal year that ended December 31, 2017, and specifically the sections of the audit report entitled "General Comments" and "Recommendations."

(PRINT-NAME)

(SIGNATURE)

Kris Olson
Rick Josephson
Sarah Berezansky
ARTHUR TARNOWSKI
BILL ORCHARD

Kris Olson
Rick Josephson
Sarah Berezansky
Arthur Tarnowski
Bill Orchard

Sworn to and subscribed before me

this 14 day of MAY, 2018

Christopher A. Perez
Notary Public of New Jersey

CHRISTOPHER PEREZ
NOTARY PUBLIC
STATE OF NEW JERSEY
ID # 50050780
MY COMMISSION EXPIRES DEC. 7, 2021