

3/27/18

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.1 FREEHOLD TOWNSHIP ADOPTING
ROBERTS RULES OF ORDER TO GOVERN THE CONDUCT
OF MEETINGS OF THE BOARD OF FIRE COMMISSIONERS**

WHEREAS; The Board of Fire Commissioners is a duly constituted body politic of the State of New Jersey established by municipal ordinance and operating in accordance with the provisions of N.J.S.A. 40A:14-70 et. seq.; and

WHEREAS; The object of “Rules of Order” regarding the conduct of meetings of the Board of Fire Commissioners is to assist the Board to accomplish, in the best possible manner, the work for which the Board has been established; and

WHEREAS; It is the considered opinion of the Board of Fire Commissioners that the formal adoption of “Roberts Rules of Order” to guide the conduct of meetings of the Board of Fire Commissioners is necessary, desirable and in the public interest.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.1 Freehold Township that the Board does hereby formally adopt “Roberts Rules of Order” to govern the conduct of meetings of the Board of Fire Commissioners.

Moved by: A. Story

Seconded by: M. Fogarty

Roll Call Vote:

Ayes: 5

Nays: —

Absent: —

Abstain: —

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners Fire District No.1 Freehold Township on the 27 day of March, 2018.

, Clerk

3/27/18

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.1 FREEHOLD TOWNSHIP SCHEDULING
MEETING DATES FOR 2018**

WHEREAS; The Board of Fire Commissioners, as a political subdivision of the State of New Jersey, is required by N.J.S.A. 10:4-18 to publish and post a schedule of its meetings to be held during the succeeding year specifying therein the location of each meeting, its date and time; and

WHEREAS; The Board is also required to mail a schedule of its meeting dates to the official newspapers designated by the Board and to provide a copy of the meeting dates to the municipal clerk for posting on the official bulletin board of the municipality.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.1 Freehold Township that regularly scheduled meetings of the Board will be held on the fourth Tuesday of each month commencing at 7:30 p.m. at the Fire District Headquarters Firehouse, Schanck and Stillwells Corner Road, Freehold Twp., New Jersey.

BE IT FURTHER RESOLVED that the regular monthly meetings of the Board are hereby scheduled for the following dates: **April 24, May 22, June 26, July 24, August 28, September 25, October 23, November 27, December 11, January 22, February 26, and March 26, 2019**, which meeting shall serve as the annual reorganization meeting of the Board.

BE IT FURTHER RESOLVED that certified true copies of this Resolution be posted on the official bulletin board of the Fire District, forwarded to the official newspapers designated by the Board and forwarded to the municipal clerk for posting as required by law.

Moved by: J. Toutanchi Seconded by: M. Fogarty

Roll Call Vote:

Ayes: 5 Nays: — Absent: — Abstain: —

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No.1 Freehold Township on the 27 day of March, 2018.

, Clerk

3/27/18

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF
FIRE DISTRICT NO.1 FREEHOLD TOWNSHIP DESIGNATING
OFFICIAL DEPOSITORIES OF FIRE DISTRICT FUNDS FOR 2018**

WHEREAS; the Fire District is a "Governmental Unit" as that term is defined in N.J.S.A. 17:9-41 which receives and has custody of public funds raised through taxation for the purposes set forth in N.J.S.A. 40A:14-70 et. seq. ; and

WHEREAS; N.J.S.A. 40A: 5-14. (1) requires local governmental units to annually designate a public depository or depositories, which are defined in N.J.S.A. 17:9-41 as: " a State or federally chartered bank, savings bank or an association located in this State or a state or federally chartered bank, savings bank or an association located in another state with a branch office in the State, the deposits of which are insured by the Federal Deposit Insurance Corporation and which receives or holds public funds on deposit; " and

WHEREAS; the Board has determined that Freehold Savings and Loan Bank , Sun National Bank and New Jersey Community Bank are qualified depositories that are eligible to receive and hold public funds on deposit as permitted by the above referenced statutes; and

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.1 Freehold Township that Freehold Savings and Loan Bank, Sun National Bank and New Jersey Community Bank be and the same are hereby designated as the official depositories of District funds for 2018.

BE IT FURTHER RESOLVED that the Chairman, Clerk and Treasurer of the Board be and the same are hereby authorized to execute any and all documents necessary to effectuate the purposes of this Resolution and to make deposits into, transfer, open and close such accounts as may be necessary for the orderly conduct of the Board's financial affairs.

BE IT FURTHER RESOLVED that any and all checks or drafts issued on an account held by or in the name of the Board of Fire Commissioners of this Fire District shall require execution by at least three (3) of the duly elected and serving Fire Commissioners.

Moved by: *J. Tortounchi*

Seconded by; *K. Horan*

Roll Call Vote:

Ayes: *5*

Nays: *—*

Absent: *—*

Abstain: *—*

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No.1 Freehold Township on the *27* day of *March*, 2018.

[Signature], Clerk

3/27/18

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.1 FREEHOLD TOWNSHIP DESIGNATING
OFFICIAL NEWSPAPERS FOR 2018**

WHEREAS; N.J.S.A. 10:4-8 requires political subdivisions of the State of New Jersey to annually designate at least two legally recognized newspapers to receive notice of its schedule of meetings; and

WHEREAS; N.J.S.A. 40A:14-70 requires Boards of Fire Commissioners to publish notices of their annual elections, budget referenda, bond referenda, public hearings and other periodic events; and

WHEREAS; To be eligible for such designation, the newspaper must have general circulation within the municipality and must have the greatest likelihood of informing the public within the area of the public agencies jurisdiction of its meetings; and

WHEREAS; The Asbury Park Press, The News Transcript and The Newark Star Ledger are legally recognized newspapers having general circulation within Freehold Township and are the publications most likely to inform the citizens of pending Board meetings and actions.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.1 Freehold Township that the Asbury Park Press, the News Transcript and the Newark star Ledger are hereby designated to be the official newspapers of the Board of Fire Commissioners for the year 2017.

BE IT FURTHER RESOLVED that the Clerk of the Board be and the same is hereby directed to publish all required notices in the newspapers specified herein for the year 2018.

Moved by: A. Story

Seconded by: J. Tontouchi

Roll Call Vote:

Ayes: 5

Nays: —

Absent: —

Abstain: —

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No.1 Freehold Township on the 27 day of March, 2018.

, Clerk

3/27/18

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.1 FREEHOLD TOWNSHIP APPOINTING
GERARD STANKIEWICZ DISTRICT AUDITOR FOR THE YEAR 2018**

WHEREAS; the Board of Fire Commissioners is required by law to have an annual report on audit of its financial books and records prepared by a certified public accountant or registered municipal auditor; and

WHEREAS; Gerard Stankiewicz is a certified public accountant and registered municipal auditor licensed to practice in the State of New Jersey and is legally qualified to perform the audit report required by the laws of the State of New Jersey; and

WHEREAS; N.J.S.A. 40A:11-5 (1) (a) provides that a contract or agreement for "Professional Services" may be made, negotiated and awarded without public bidding and receipt of bids if the services will be provided by a member of a duly recognized and licensed profession of the State of New Jersey; and

WHEREAS; adequate moneys have heretofore been appropriated in the current or previously approved budget of the fire district to fund the contract for professional services to be awarded hereby.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.1 Freehold Twp. that Gerard Stankiewicz be, and the same, is hereby appointed auditor for the year 2018.

BE IT FURTHER RESOLVED that a notice of professional contract award be published in the official newspaper of the district and that a certified true copy of this Resolution be forwarded to the auditor by the Clerk of the Board.

Moved by: *A. Story*

Seconded by: *J. Toutounchi*

Roll Call Vote:

Ayes: *5*

Nays: *—*

Absent: *—*

Abstain: *—*

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No.1 Freehold Twp. on March 27, 2018.

Stephane Leung, Clerk

3/27/18

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.1 FREEHOLD TOWNSHIP APPOINTING
RACHEL DAVIS BOARD SECRETARY FOR 2018**

WHEREAS; The Board of Fire Commissioners of Fire District No.1 Freehold Township is responsible for the provision of fire protection and suppression services, and the management of the financial and business affairs of the Fire District; and

WHEREAS; It is the considered opinion of the Board of Fire Commissioners that the appointment of a secretary is necessary and desirable to provide essential services such as, but not limited to the transcription and preparation of minutes, attendance at public meetings, preparation of correspondence and other duties that arise during the course of a year; and

WHEREAS; Rachel Davis has demonstrated the capacity to perform the duties required of a secretary to the Board of Fire Commissioners.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.1 that Rachel Davis is hereby appointed secretary to the Board of Fire Commissioners of Freehold Township Fire District No.1 for the year 2018.

BE IT FURTHER RESOLVED that a certified true copy of this Resolution be provided to Rachel Davis by the Clerk of the Board.

Moved by: A. Story

Seconded by: J.T

Roll Call Vote:

Ayes: 5 Nays: — Absent: — Abstain: —

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners Fire District No.1 Freehold Township on the 27 day of March, 2018.

, Clerk

3/27/18

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.1 FREEHOLD TOWNSHIP APPOINTING
JOSEPH D. YOUSOUF, ESQ. BOARD ATTORNEY FOR 2018**

WHEREAS; The Board of Fire Commissioners is authorized by law to engage the services of an attorney to provide such legal services as may be required by the Board during the course of a year; and

WHEREAS; N.J.S.A. 40A:11-5 (1) (a) (i) provides that a contract for professional services may be negotiated and awarded without public advertising for bids and bidding therefor if the contract is for "Professional services" ; and

WHEREAS; N.J.S.A. 40A:11-2 (6) defines "Professional services" as those that are rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law, and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study; and

WHEREAS; Joseph D. Youssouf is an attorney admitted to practice of law in the State of New Jersey.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.1 Freehold Township that a contract for professional services be and the same is hereby awarded to Joseph D. Youssouf Esq. for the year 2018.

BE IT FURTHER RESOLVED that a notice of professional contract award be published in the official newspaper of the District as required by N.J.S.A. 40A:11-5 (1)(a)(i).

Moved by: A. Story

Seconded by: J. Toufouchi

Roll Call Vote:

Ayes: 5

Nays: —

Absent: —

Abstain: —

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No.1 Freehold Township on the 27 day of March, 2018.

, Clerk