

**Board of Fire Commissioners
Fire District No. 1
330 Stillwells Corner Road
Freehold, NJ 07728**

Regular Meeting (Workshop)

February 13, 2023

Chairman John Toutouchi called the regular meeting of the Board of Fire Commissioners to order at 7pm, and Chief Haas led the flag salute. Roll call was taken, and the Commissioners present at the meeting were John Toutouchi, Michael Fogarty, Phil Engel and Stephen Lengyel. Board Secretary-Rachel Davis was also present at the meeting.

Motion was made by Mr. Lengyel to approve the January 24, 2023 regular minutes.

Second: Mr. Fogarty

Roll call vote: 4-0 all in favor

Treasurer's Report: Commissioner Fogarty read the February 13, 2023 Treasurer's Report into record.

Motion was made by Mr. Fogarty to transfer \$190,000 from Ocean First Money Market to Ocean First checking and to pay the bills in the amount of \$184,520.56.

Second: Mr. Engel

Roll call vote: 4-0 all in favor

Commissioner Fogarty noted that the increased balance in the accounts includes the half million BAN (Bond Anticipation Note) money for the construction of the District building along with the first payment from the Township. Included in tonight's treasurer's report is the second TD Finance payment for 90. Next month we will have the LOSAP payment in the amount of \$175,000.

Bond Anticipation Note (BAN): Mr. Fogarty also advised the Board that we are now in the MCIA (Monmouth County Improvement Authority) pool to apply for funds. A resolution will be done at the next meeting, and he will have the financials to explain to the Board.

ADP Payroll Changed: Mr. Fogarty advised that he had changed the ADP to reflect the increased pay for the Commissioners, as voted on in a motion from October 25, 2022. The Board also discussed an increase in Secretary-Rachel Davis' pay.

Motion made by Mr. Fogarty to increase Secretary-Rachel Davis' pay from \$6,000 to \$7,000.

Second: Mr. Engel

Roll call vote: 4-0 all in favor

Brush Trucks: The question was asked as to how much were the Commissioners willing to invest in the brush trucks. This matter will be discussed at the next meeting.

Buildings: Commissioner Lengyel reported the following progress on the District construction:

- Most of insulation in the hallway is done;
- Bathroom is coming along;
- Every Wednesday at 8am is a briefing on the progress;
- Mr. Toutouchi said that the camera system in Smithburg should be up and running as soon as the budget is approved.

Background Checks: Commissioner Toutouchi noted that the background checks are completed for the Commissioners.

Election: Mr. Toutouchi reminded everyone that members cannot be in the building politicking. Mr. Lengyel will be in the building from 2-9pm during elections.

Worker's Compensation Audit: Mr. Fogarty reminded the Board that the annual worker's compensation audit is in progress, and he will keep the Commissioners advised of the outcome.

Employee Portal: Mr. Toutouchi advised Chief Haas about the employee portal ERS, which will be up and running soon. He would like to possibly hire someone outside the Fire Department to input the data.

Laptop: Mr. Toutouchi asked Chief Haas why it was necessary to have a laptop for 2nd Assistant Chief Frank Santore, since he has a desktop computer. Chief Haas will talk to Chief Santore.

Audience: (none)

There being no further business, Mr. Fogarty made a motion to adjourn the meeting at 7:36pm.

Second: Mr. Lengyel

4-0 all in favor

Respectfully submitted,

Phil Engel, Secretary
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