

**BOARD OF FIRE COMMISSIONERS
Montgomery Township Fire District 2
PO Box 264
Blawenburg, New Jersey 08504**

MINUTES OF DECEMBER 16th, 2022

CALL TO ORDER

The special meeting of the Board was called to order by Chairman Sartorio at 5:30 p.m. following proof of publication under the Open Public Meetings Law (Annual meeting notice published in the Courier News (official newspaper of the district) and provided to two other newspapers, filed with the municipal clerk, posted at the Montgomery Township Municipal Building, Board offices and fire district web site, and provided to any person requesting same prior to the meeting.

Roll Call

Present: Commissioners Stephen Morrison, Andy Mozumdar (by Zoom), Michael Ruppert and Tony Sartorio. Commissioner Gerard Hogan was absent.

Also present: QPA Wm. Newberry and Attorney Eric Perkins.

ACCEPTANCE OF FY21 AUDIT

Chairman Sartorio noted that the audit has been received and distributed to all members. The audit made no findings or recommendations for change. He proposed the adoption of the following resolution.

RESOLUTION 2022-24 ACCEPTING THE FY 2021 AUDIT

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to have made an annual audit of the books, accounts and financial transactions; and

WHEREAS, the Annual Audit Report for the fiscal year ending December 31, 2021 has been completed and filed with the Treasurer of the Board of Fire Commissioners of the Township of Montgomery Fire District No. 2 and a copy has been received by each member of the Board of Fire Commissioners; and

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each authority to, within 45 days of receipt of the annual audit report, 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," and to evidence same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received and have personally reviewed the annual audit report, and have specifically reviewed the sections of the annual audit report entitled “General Comments” and “Recommendations” 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 local governing body to the penalty provisions of N.J.S.A 52:27-52, 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 the Local Government Services), under the provision 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 six months, or both and in addition shall forfeit his office”,

NOW, THEREFORE BE IT RESOLVED, that the governing body of the Township of Montgomery, Fire District No. 2, 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 ended December 31, 2021, and specifically has reviewed the sections of the audit report entitled “General Comments” and “Recommendations” and has evidenced the same by signing the group affidavit in the form prescribed by the Local Finance Board.

Commissioner Mozumdar moved the resolution which was seconded by Commissioner Morrison. The resolution was unanimously adopted. Attorney Perkins was directed to file a copy of the audit and the approval resolution with the DCA. He will also publish a copy of the audit synopsis in the Courier News. Mr. Newberry will post a copy of the audit on the district website.

TREASURER’S REPORT

Bills - A copy of the Treasurer’s Report was made available to each commissioner with a list and description of the bills to be paid. Additional detail is included in the Treasurer’s report. The report was accepted as presented.

Administration: No invoices received.

Total Cost of Administration: \$0.

Cost of Operations:

General Operations: \$537.04 (Hesco); Operating Insurance: \$11,118.02 (P&C renewal); Snow Removal \$325.00(Perone).

Total Cost of Operations \$11,980.06.

Total Cost of Administration and Operations: \$11,980.06.

Resolution 2022-25 Payment of Bills

*The Chief Financial Officer having certified there are sufficient unencumbered funds in the FY 22 budget to pay the bills as presented and having designated the accounts to which each should be charged, the Board authorizes the Chief Financial Officer to pay the Administration and Operations bills in the total amount of **\$11,980.06**.*

On the motion of Chairman Sartorio, 2nd by Commissioner Morrison, the BOFC unanimously approved payment of the bills.

FY 22 Budget Transfers

Mr. Newberry reviewed the FY 22 line item accounts and noted those accounts that are in deficit. N.J.S.A. 40A-78.9 permits the BOFC to transfer money from other accounts which have surplus funds during the last two months of the budget year to ensure that all accounts are balanced at the end of the year. Mr. Newberry recommended the following transfers:

Office: Transfer \$275.00 from Advertising to cover the deficit of \$263.13.

Insurance: Transfer \$12,600.00 from Training to cover the deficit of \$12,504.20.

Repairs/Maint.: Transfer \$13,500.00 from Gen Ops to cover the deficit of \$13,308.12

Ajn Mun Expenses: Transfer \$1,200.00 from Testing to cover the deficit of \$1,159.08

Fuel: Transfer \$3,500.00 from Training to cover the current deficit of \$351.24 and the anticipated payment of the fourth quarter fuel bill from Montgomery Township.

Chairman Sartorio made a motion to make the line-item transfers as set forth above. Commissioner Morrison seconded the motion, and it was unanimously approved.

NEW BUSINESS

Snow Removal Contract

Chairman Sartorio noted that he had received a proposal for snow removal service for the winter of 2022-2023 from Perone Landscaping Inc. Perone provided snow removal services last winter. The proposed contract provides for varying rates for snow removal and other services during the coming winter. Commissioner Mozumdar moved a resolution approving the contract; Commissioner Ruppert seconded the resolution which was approved by a unanimous vote.

OLD BUSINESS

FY23 Budget – Chairman Sartorio led a discussion on the proposed FY 23 budget which was distributed to all members prior to the meeting. He reviewed the

modifications that were made at the December 8th meeting including the increase in the fuel account to reflect FY 22 expenditures. The final draft includes expenditures in the amount of \$1,376,280.00. Revenue to support these expenditures includes a fund balance of \$54,000.00 from the FY 22 budget, \$300,000.00 from the restricted capital account, \$6,780.00 in miscellaneous revenues and \$1,015,500.00 to be raised by taxation. This is an increase of \$20,191.00 in the amount of money raised by taxation in the current year. He noted that \$7,950.33 of this amount resulted from the \$15,900,669 increase in ratables in the district. The tax rate of \$0.05 will remain the same as in the current year and the budget complies with the cap restrictions.

Commissioner Mozumdar moved approval of the FY23 budget. Commissioner Ruppert seconded the motion, and it was approved by a unanimous vote of 4-0.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 6:10 p.m. The next regularly scheduled meeting will be held on January 12th, 2022. *Motion by Sartorio, 2nd by Mozumdar. Motion passed without objection.*