

Beverly Fire Commission
Meeting Agenda – March 20, 2017

Oath of Office	Kevin Mickle, Al Desjardins
Call to Order:	Meeting called to order under the provisions of the Open Public Meetings Act
Flag Salute	
Roll Call	
Reorganization:	Chairperson, Vice-Chairperson, Secretary, Treasurer
Resolution 2017-3-1	Meeting Dates, Newspaper, Bank
Resolution 2017-3-2	Award of Contract for Professional Legal Serv
Resolution 2017-3-3	Award of Contract for Accounting/Auditing Serv
Resolution 2017-3-4	Admin Assistant – Joseph Robinson
Resolution 2017-3-5	Shared Services Agreement (fire official vehicle)
Minutes:	February 27, 2017
Treasurer’s Report	February, 2017
Fire Chief’s Report	
Fire Official’s Report	
Old Business	
New Business	
Open to Public	
Close of Public Session	
Payment of Bills	
Executive Session (if necessary)	
Adjournment	

CITY OF BEVERLY

Fire District No. 1

Board of Fire Commissioners

March 20, 2017

The Reorganization Meeting of the Board of Fire Commissioners was called to order by Vice-Chairperson Nancy Richards under the Provisions of the Open Public Meetings Law c.295, Public Laws of 1979 with a salute to the Flag of the USA on March 20, 2017 at 7:30 PM at Beverly City Hall, 446 Broad Street, Beverly, NJ.

Recently re-elected Fire Commissioner Kevin Mickle and newly elected Alfred Desjardins were sworn into office by 2016 Fire Commission Attorney Janice Richter, Esq. Ms. Richter was filling in for Jay Sendzik, Esq.

ROLL CALL and the following members were present: DESJARDINS, N. RICHARDS, BENT, S. RICHARDS, MICKLE

ALSO PRESENT: FIRE OFFICIAL RANDY JOHNSON, COMMISSION ADMINISTRATIVE ASSISTANT BEVERLY MORGAN, COMMISSION ATTORNEY JANICE RICHTER, Esq, CHIEF MICHEAL JOHNSON AND DEPUTY CHIEF WILLIAM TROSTER

The following were elected:

CHAIRMAN: Kevin Mickle

VICE-CHAIRMAN: Nancy Richards

SECRETARY: Al Desjardins

TREASURER: Paul Bent

Mr. Richards moved, seconded by Mrs. Richards, to adopt Resolution 2017-3-1. This resolution sets the time (7:30 PM), dates (third Monday of every month individually listed, the fourth Monday if the regular date is a holiday) and place (Beverly City Hall) of the regular Fire Commission meetings; and named the Burlington County Times as the official newspaper for legal advertising and Beneficial Bank and Delanco Federal Savings Bank as our official bank depositories.

Ayes: Desjardins, Bent, N. Richards, S. Richards, Mickle

Mr. Richards moved, seconded by Mrs. Richards, to adopt Resolution 2017-3-2. This resolution awards the position of Fire Commission Attorney to Jay Sendzik, Esq. of Sendzik & Sendzik and

directs the Secretary to prepare and publish notice of this award and execute the appropriate contract.

Ayes: Desjardins, Bent, N. Richards, S. Richards, Mickle

Mr. Richards moved, seconded by Mr. Desjardins, to adopt Resolution 2017-3-3. This resolution awards the position of Fire Commission Accountants to Inverso & Stewart and directs the Secretary to prepare and publish notice of this award and execute the appropriate contract.

Ayes: Desjardins, Bent, N. Richards, S. Richards, Mickle

Mrs. Richards moved, seconded by Mr. Bent to adopt Resolution 2017-3-4. This resolution appoints Joe Robinson as the Fire Administrator beginning April 1, 2017.

Ayes: Desjardins, Bent, N. Richards, S. Richards, Mickle

Resolution 2017-3-5 Shared Services Agreement for the fire official vehicle with the Delanco Fire District was tabled and will be addressed at the next meeting.

MINUTES: Mr. Richards moved, seconded by Mr. Bent, to approve the Minutes for the regular meeting of February 27, 2017.

Ayes: N. Richards, Bent, S. Richards, Mickle Abstention: Desjardins

TREASURER'S REPORT: Mrs. Richards moved, seconded by Mr. Bent, to accept the Treasurer's Report.

Ayes: Desjardins, N. Richards, Bent, Richards, Mickle

FIRE OFFICIAL'S REPORT: Fire Official Johnson submitted a written report. Commissioner Richards asked Mr. Johnson to attend more meetings.

CHIEF' REPORT: Chief Johnson submitted a written and verbal report. Commissioner Richards congratulated Chief Johnson on the birth of his child. Mr. Richards asked if Chief Johnson will be making more fire calls. Chief Johnson responded affirmatively.

OLD BUSINESS: Mr. Richards asked the Chief and Deputy Chief if the roster list and inventory lists had been given to the Edgewater Park Fire Commission. Mr. Troster responded that yes, roster list and inventory have been given to EPT Commission.

Commission attorney, Mr. Sendzik supplied draft resolutions for discussion on topics of Delegating Supervisory Authority, and contracting with fire companies.

NEW BUSINESS: Mr. Richards asked both companies to formulate SOP (standard operating procedures) for accident reporting. There are new applicants for Fire Department membership. They will be discussed in Executive Session.

PUBLIC SESSION: Walt Poznowski, Hope Hose Fire Co member, requested that any plans to implement new procedures in reference to contracting with the fire companies be put in letter form so nothing is missed. The board agreed completely with this request.

Chairmen Mickle declared the public session closed.

Mr. Bent moved, seconded by Mr. Richards to approve the payment of bills.

Beverly Fire Co #1	1st qtr 2017 - expired contract 12/15	\$31,220.87
Hope Hose Fire Co	1st qtr 2017 - expired contract 12/15	\$31,220.87
Randy Johnson	1st qtr 2017	\$850.00
Kevin Mickle	Reimb of expenses	\$125.00
Charlene Rogers	Reimb of expenses	\$200.00
Sean Richards	Reimb of expenses	\$125.00
Paul Bent	Reimb of expenses	\$125.00
Nancy Richards	Reimb of expenses	\$125.00
Bev Morgan	Sept admin asst	\$200.00
NJAW	hydrants 1/31-2/27	\$3,111.90
Stevenson & son Ins	Accident & sickness policy -aid to volunteers	\$5,208.00
Action Uniform	Chief - Dep Chief jacket	\$280.00
Loringers BP LLC	chief vehicle oil,filter,headlight	\$69.83
Verizon Wireless	fire official cell phone	\$47.69
Liberty Mutual Ins Co	work comp ins annual (-\$1,420)	\$18,819.00
Twp of Delanco	chief gasoline February	\$62.90
AT&T Mobility	911 tablets - aid to volunteers	\$303.60
Safeguard	checks - office supplies	\$164.66
	total	\$92,259.32

Ayes: Bent, N. Richards, S. Richards, Desjardins, Mickle

Mrs. Richards moved, seconded by Mr. Bent, to pass Resolution 2017-3-6 in order to go to Executive Session to discuss personnel matters.

Ayes: Desjardins, N. Richards, Bent, S. Richards, Mickle

Upon returning from Executive Session, Mr. Richards moved, seconded by Mrs. Richards, to accept and forward the applications of 3 people, Haili Anstice, Katherine Fridell and Everett Piper, for membership to the Fire Department.

The motion passed unanimously.

Mr. Bent moved, seconded by Mr. Richards to approve the purchase of the computer Quickbooks program at a cost not to exceed \$500.00.

Ayes: Desjardins, N. Richards, Bent, S. Richards, Mickle

Mrs. Richards moved, seconded by Mr. Bent, to adjourn the meeting. Chairman Mickle declared the meeting adjourned.

Chairman _____
Kevin Mickle

Secretary _____
Alfred E Desjardins

