

NOTICE OF REGULAR SCHEDULED MEETINGS

EDGEWATER PARK TOWNSHIP BOARD OF FIRE COMMISSIONERS

RESOLUTION NO. 1-15

**WHEREAS,** The "Open Public Meetings Act" requires the advance written notice of all meetings of the Board of Fire Commissioners. Take notice that the following is a list of meetings scheduled up to and including the next reorganization meeting to be held on TUESDAY, MARCH 1, 2016 and,

**WHEREAS,** All advance written notices of the Board of Fire Commissioners meetings shall be posted on the bulletin board located in the Municipal Building, and

**WHEREAS,** All advance written notices of the Board of Fire Commissioners meetings shall be given to the following newspaper:

Burlington Co. Times

and,

**WHEREAS,** The regular monthly official meetings of the Board of Fire Commissioners shall be held on the First Tuesday of each month and will be held in the Township Municipal Building located at 400 Delanco Road at 7:00 PM and,

**WHEREAS,** Formal action may be taken at such meetings on any and all business involved with the Board of Fire Commissioners, Now, Therefore, be it resolved that the dates of all meetings shall be as follows:

Tuesday, March <del>1</del> 2, 2015	Reorganization & Regular Meeting
Tuesday, April 7, 2015	Regular Meeting
Tuesday, May 5, 2015	Regular Meeting
Tuesday, June 2, 2015	Regular Meeting
Tuesday, July 7, 2015	Regular Meeting
Tuesday, August 4, 2015	Regular Meeting
Tuesday, September 1, 2015	Regular Meeting

Tuesday, October 6, 2015	Regular Meeting
Tuesday, November 3, 2015	Regular Meeting
Tuesday, December 1, 2015	Regular Meeting
Tuesday, January 5, 2016	Regular Meeting
Tuesday, February 2, 2016	Regular Meeting
Saturday, February 20, 2016	Annual Election
Tuesday, March 1, 2016	Reorganization & Regular Meeting

I, Calvin Stevenson, Secretary to the Board of Fire Commissioners, do hereby certify that the foregoing is a full and true copy of a Resolution adopted by the Board of Fire Commissioners, at its Reorganization meeting held on the 3rd day of March 2015.

In Witness Whereof, I have hereunto set my hand and affixed the Seal of the Board of Fire Commissioners of the Township of Edgewater Park, Burlington County, and State of New Jersey on this 3rd day of March 2015.

Secretary, Board of Fire Commissioners  
Township of Edgewater Park.

Calvin Stevenson  
Secretary

Attest: John Loftis  
Chairman

BOARD OF FIRE COMMISSIONERS

TOWNSHIP OF EDGEWATER PARK

RESOLUTION NO. 2-15

WHEREAS, It is required pursuant to State Law to name a Bank Depository for the deposit of Public Funds by the Board of Fire Commissioners;

NOW, Therefore be it resolved that Benshin and Comerson are hereby named the Depositories for the deposit of all Public Funds received and used by the Board of Fire Commissioners for the year of 2015.

I, Colvin Stevenson, Secretary to the Board of Fire Commissioners, do hereby certify that the foregoing is a full and true copy of a Resolution adopted by the Board of Fire Commissioners, at its Reorganization meeting held on the ~~3rd~~ <sup>17th</sup> day of March 2015.

In Witness Whereof, I have hereunto set my hand and affixed the Seal of the Board of Fire Commissioners of the Township of Edgewater Park, Burlington County, State of New Jersey on this ~~3rd~~ <sup>17th</sup> day of March 2015.

Secretary, Board of Fire Commissioners  
Township of Edgewater Park.

Colvin Stevenson  
Secretary

Attest: John Latta  
Chairman

**BOARD OF FIRE COMMISSIONERS  
TOWNSHIP OF EDGEWATER PARK**

RESOLUTION NO. 3-15

**WHEREAS,** There exists a need for an Attorney, and:

**WHEREAS,** Funds are available for this purpose, and:

**WHEREAS,** The local Public Contract Law (N.J.S.A. 40A:11-1 et seq) requires that a Resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised:

**NOW THEREFORE,** Be it Resolved by the Board of Fire Commissioners of the Township of Edgewater Park, County of Burlington, State of New Jersey, that:

The Chairman and Secretary are hereby authorized and directed to execute a contract with John Gillespie to act as the Board of Fire Commissioners Attorney for the year 2015.

This contract awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law because it is a recognized profession and therefore not possible to obtain competitive bids.

A copy of this Resolution shall be published in the designated newspaper as required by law within ten days of its passage.

DATED March 17, 2015

Carlisle Stearns  
Secretary, Board of Fire Commissioners

John Lafta  
Chairman, Board of Fire Commissioners

**BOARD OF FIRE COMMISSIONERS  
TOWNSHIP OF EDGEWATER PARK**

RESOLUTION NO. 4-15

**WHEREAS,** There exists a need for an Auditor, and:

**WHEREAS,** Funds are available for this purpose, and:

**WHEREAS,** The local Public Contract Law (N.J.S.A. 40A:11-1 et seq) requires that a Resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised:

**NOW THEREFORE,** Be it Resolved by the Board of Fire Commissioners of the Township of Edgewater Park, County of Burlington, State of New Jersey, that:

The Chairman and Secretary are hereby authorized and directed to execute a contract with John T. Moley Jr CPA to act as the Board of Fire Commissioners Auditor for the year 2015.

This contract awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law because it is a recognized profession and therefore not possible to obtain competitive bids.

A copy of this Resolution shall be published in the designated newspaper as required by law within ten days of its passage.

DATED March 17, 2015.

Calvin Stevenson  
Secretary, Board of Fire Commissioners

John Lipton  
Chairman, Board of Fire Commissioners

**BOARD OF FIRE COMMISSIONERS  
TOWNSHIP OF EDGEWATER PARK**

**RESOLUTION NO. 5-15**

**WHEREAS,** There exists a need for a Clerk/Accountant, and:

**WHEREAS,** Funds are available for this purpose, and:

**WHEREAS,** The local Public Contract Law (N.J.S.A. 40A:11-1 et seq) requires that a Resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised:

**NOW THEREFORE,** Be it Resolved by the Board of Fire Commissioners of the Township of Edgewater Park, County of Burlington, State of New Jersey, that:

The Chairman and Secretary are hereby authorized and directed to execute a contract with Robert Simcox to act as the Board of Fire Commissioners Clerk/Accountant for the year 2015.

This contract awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law because it is a recognized profession and therefore not possible to obtain competitive bids.

A copy of this Resolution shall be published in the designated newspaper as required by law within ten days of its passage.

DATED April 17, 2015.

Colvin Stevenson  
Secretary, Board of Fire Commissioners

John Lupton  
Chairman, Board of Fire Commissioners

BOARD OF FIRE COMMISSIONERS

TOWNSHIP OF EDGEWATER PARK

RESOLUTION NO. 6-15

WHEREAS, The Board of Fire Commissioners within the Fire District No. One(1) in the Township of Edgewater Park has been designated as the Local Enforcing Agency by Ordinance No. 2-86 et seq., adopted by the Mayor and the Members of the Township Committee for the Township of Edgewater Park, County of Burlington, State of New Jersey, and

WHEREAS, Section 18:2-6 Appointment of FIRE OFFICIAL gives that authority of the appointment of a Fire Official by the Board of Fire Commissioners within said Fire District No. One (1):

NOW THEREFORE, Be it Resolved by the Board of Fire Commissioners within Fire District No. 1 does hereby appoint for a term of ONE Year John Augustino as Fire Official to direct the enforcement of the Uniform Fire Safety Act N.J.S.A. 52:27D-92 et seq., and all other related Statutes pertaining thereto.

I, Colvin Stevensen, Secretary to the Board of Fire Commissioners, do hereby certify that the foregoing is a full and true copy of a Resolution adopted by the Board of Fire Commissioners, at its Reorganization meeting held on the 3<sup>rd</sup> day of March 2015.

In Witness Whereof, I have hereunto set my hand and affixed the Seal of the Board of Fire Commissioners of the Township of Edgewater Park, Burlington County, State of New Jersey on this 3<sup>rd</sup> day of March 2015.

Secretary, Board of Fire Commissioners  
Township of Edgewater Park.

Colvin Stevensen  
Secretary

Attest: John Leftis  
Chairman

BOARD OF FIRE COMMISSIONERS

TOWNSHIP OF EDGEWATER PARK

RESOLUTION NO. 7-15

WHEREAS, The Board of Fire Commissioners within the Fire District No. One(1) in the Township of Edgewater Park has been designated as the Local Enforcing Agency by Ordinance No. 2-86 et seq., adopted by the Mayor and the Members of the Township Committee for the Township of Edgewater Park, County of Burlington, State of New Jersey, and

WHEREAS, Section 18:2-6 Appointment of FIRE INSPECTOR gives that authority of the appointment of a Fire Inspector by the Board of Fire Commissioners within said Fire District No. One (1):

NOW THEREFORE, Be it Resolved by the Board of Fire Commissioners within Fire District No. 1 does hereby appoint for a term of ONE Year CARL SHAW as Fire Inspector to direct the enforcement of the Uniform Fire Safety Act N.J.S.A. 52:27D-92 et seq., and all other related Statutes pertaining thereto.

I, Colvin Stevenson, Secretary to the Board of Fire Commissioners, do hereby certify that the foregoing is a full and true copy of a Resolution adopted by the Board of Fire Commissioners, at its Reorganization meeting held on the <sup>17<sup>th</sup></sup> ~~3<sup>rd</sup>~~ day of March 2015.

In Witness Whereof, I have hereunto set my hand and affixed the Seal of the Board of Fire Commissioners of the Township of Edgewater Park, Burlington County, State of New Jersey on this <sup>17<sup>th</sup></sup> ~~3<sup>rd</sup>~~ day of March 2015.

Secretary, Board of Fire Commissioners  
Township of Edgewater Park.

Colvin Stevenson  
Secretary

Attest: John Laffey  
Chairman

**BOARD OF FIRE COMMISSIONERS**

**TOWNSHIP OF EDGEWATER PARK**

**RESOLUTION NO. 8-15**

**WHEREAS,** There exists a need for the establishment of paid positions within the Township of Edgewater Park Board of Fire Commissioners; and

**WHEREAS,** Funds are available for this purpose, and:

**WHEREAS,** There exists a need for a Solicitor, Auditor, Clerk/Accountant and members of the Board of the Board of Fire Commissioners, Fire Official and Fire Inspector.

**NOW THEREFORE,** Be it Resolved by the Board of Fire Commissioners of the Township of Edgewater Park, County of Burlington, State of New Jersey, that:

1. All members of the Board of Fire Commissioners shall receive out-of-pocket and travel expenses for the fiscal year March 3, 2015 to March 1, 2016. Any extended travel shall be approved by the Board.
2. The Auditor shall receive compensation for a period of one year. If services are required which costs exceed the Agreed Amount, the Board will pass a special resolution indicating need and specifying the amount to be allowed.
3. The Attorney shall receive compensation for a period of one year. If services are required which costs exceed the Agreed Amount, the Board will pass a special resolution indicating need and specifying the amount to be allowed.
4. The Clerk/Accountant shall receive compensation for a period of one year. If services are required which costs exceed the Agreed Amount, the Board will pass a special resolution indicating need and specifying the amount to be allowed.
5. The Fire Official shall receive compensation for a period of one year. Said amount will be prorated and paid monthly.
6. The Fire Inspector shall receive compensation for a period of one year. Said amount will be prorated and paid monthly.
7. The powers, functions, and duties of all paid positions so established shall be in accordance with New Jersey Statutes, specifically, Title 40A et seq., all local ordinances and all fire and safety codes recognized and governing same within the Township of Edgewater Park.

8. Notice of said action and the Resolution shall be published in the designated newspaper as required by law.

I, Calvin Stevenson, Secretary to the Board of Fire Commissioners, do hereby certify that the foregoing is a full and true copy of a Resolution adopted by the Board of Fire Commissioners, at its Reorganization meeting held on the ~~3rd~~<sup>17th</sup> day of March 2015.

In Witness Whereof, I have hereunto set my hand and affixed the Seal of the Board of Fire Commissioners of the Township of Edgewater Park, Burlington County, State of New Jersey on this ~~3rd~~<sup>17th</sup> day of March 2015.

Secretary, Board of Fire Commissioners  
Township of Edgewater Park.

Calvin Stevenson  
Secretary

Attest: John Lipton  
Chairman

Township of Edgewater Park Fire District No. 1  
Cash Management Plan

*Resolution 9-15*

WHEREAS, this plan is established to comply with the requirements of N.J.S.A. 40A:5-14 and to provide a guide to officials and employees in carrying out their duties concerning the receipt and disbursement of all funds of the Township of Edgewater Park Fire District No. 1, County of Burlington.

NOW, THEREFORE, BE IT RESOLVED, that the following Cash Management Plan of the Township of Edgewater Park Fire District No.1 be and hereby is adopted:

- a. The Board of Fire Commissioners shall annually designate the legal depositories for all funds. The resolution may be amended or supplemented from time to time as the Commissioners deem necessary. Such resolution shall be deemed a part of the Cash Management Plan.
- b. The Fire Commissioners shall annually establish the required signatories to all bank accounts.
- c. All funds received by any official or employee shall be deposited within 48 hours to an interest bearing account in the name of the Township of Edgewater Park Fire District No. 1, County of Burlington.
- d. All revenues received by the Treasurer shall be deposited to interest bearing accounts in the legal depositories.
- e. The following funds shall not be required to be maintained in interest bearing accounts:
  1. Change Funds
  2. Petty Cash Funds
  3. Payroll Funds
  4. Trust Funds to the extent that the deposit of such funds to an interest bearing account would require by law the payment of interest to the provider of funds.
  5. Checking accounts established for the express purpose of paying bills approved by the Commissioners. The balances in these funds shall be kept at the minimum amount required for the orderly operation of the account.

Township of Edgewater Park Fire District No. 1  
Cash Management Plan

- 6. Compensating balances maintained for the purpose of obtaining specific services from financial institutions. Such accounts shall be established only under terms of written agreements approved by the Fire Commissioners.
- f. No District funds shall be disbursed by the Treasurer prior to approval of the Board of Fire Commissioners except for:
  - 1. Debt Service Payments
  - 2. Payroll turnovers to agencies.

It shall be the responsibility of the Treasurer to analyze the cash flow and to invest funds in legal investments so as to maximize interest earnings. When investing funds in commercial banks, savings banks, a savings and loan etc., the Treasurer shall obtain a minimum of three quotations and shall invest at the institution offering the highest effective rate. The Treasurer shall determine which type of legal investment will best serve the needs of the Fire District and is authorized to place the funds in any such legal investment, unless otherwise restricted by the governing body.

The Treasurer shall report monthly all investment transactions as required by NJSA 40A:5-15.2 to the Board of Fire Commissioners.

I, hereby certify that the foregoing resolution was duly adopted by the Fire Commissioners of the Township of Edgewater Park Fire District No. 1 at a regular meeting conducted on the 13<sup>th</sup> day of March 2015

Calvin Stevens

Secretary