**Minutes for Franklin Fire District #5 Commissioners meeting**

**held on January 7, 2019.**

**Joe Petsch Called the meeting to Order at 7:30 pm.**

Pursuant to the open Public Meeting Act, Adequate notice of this meeting has been provided by adopting a schedule of regular meetings for the year 2018.which has been posted on the Bulletin Board as well as the Fire District website, forwarded to the Sentinel of Gloucester County, and was filed with the Township Clerk on January 2. 2019.

**Roll Call ( A- Absent P- Present:**

Jim Rohrer P Joe Petsch P Nick Collins P Brian Zimmer A Dave Deegan P

**Reading of Minutes**:

Minutes of the meeting held on December 3, 2018 were sent to all members for review by D Deegan. President Petsch asked for a motion to approve the minutes as sent and the motion was made by Nick Collins and seconded by Jim Rohrer. All members voted in the affirmative to approve the minutes.

**Correspondence:** We receive to insurance proposals via email from Assured Partners for us to review.

**Old Business:** None

**New Business:** Joe Petsch stated that he received a request from the County Board of Elections to get the name of the candidate for the Feb. Fire District Election to them for the printing of the vote by mail ballot. He also had Jim Rohrer who will be running for re-election sign the ballot form. He will also submit the announcement to the Sentinel newspaper to run the ad for the election.

**Bills**

Numbers of bills received for payment were 4 for a total of $1742.62.

Wex $175.18 Verizon $160.40 FD testing Services $1360.00 Sentinel Newspaper $47.04

J. Petsch asked for a motion to approve the bill list, Jim Rohrer made the motion and it was seconded by Nick Collins. All members were in favor to paying all bills.

**Treasures Report**

**Checking Account** ending with check number 3889 was $13,713.75

**Savings Account Balance:** as of 1/7/2019 was $216,243.83

**Public Portion:**

A motion was made by Nick Collins and seconded by Jim Rohrer to open the public portion on the 2019 Fire District Budget. All members vote to open the public portion. No one was present to comment. Jim Rohrer made a motion to close the public portion on the budget and Nick Collins seconded that motion, all members voted to close the open portion. Nick Collins made a motion to approve the budget, that motion was seconded by Jim Rohrer. All members voted in the affirmative. The budget totaled $291,538.00 versus last year’s budget of $274,131. The new mil rate will be .153 versus .149 and dollars raised by taxation will go up a total of $8,200.00 and will be $274,587 this year.

Joe Petsch reviewed the various changes to accounts with this year’s budget.

**Good of the Organization**

Chief Deegan could not attend tonight’s meeting and sent the following recap.

Ladder 43-16 has been inspected and minor repairs were completed. This test is more extensive and has to be done once every 5 years and that is why it was so expensive at $1360.00.

Engine 43-34 has a motor water pump issue and is out of service. It should be repaired by the end of the week.

The 10 sets of new gear were ordered and will cost us $26,851.00.

**Reports:** None

**Adjournment:**

Joe Petsch asked for a motion to adjourn. Jim Rohrer made the motion which was seconded by Joe Petsch and all members agreed. The meeting ended at 7:50 PM.

Respectfully submitted by, Dave Deegan Jr.

**Minutes for Franklin Fire District #5 Commissioners meeting**

**held on Feb. 4 , 2019.**

**Joe Petsch Called the meeting to Order at 7:30 pm.**

Pursuant to the open Public Meeting Act, Adequate notice of this meeting has been provided by adopting a schedule of regular meetings for the year 2019.which has been posted on the Bulletin Board as well as the Fire District website, forwarded to the Sentinel of Gloucester County, and was filed with the Township Clerk on January 2. 2019.

**Roll Call ( A- Absent P- Present:**

Jim Rohrer P Joe Petsch P Nick Collins P Brian Zimmer P Dave Deegan P

**Reading of Minutes**:

Minutes of the meeting held on January 7, 2019 were sent to all members for review by D Deegan. President Petsch asked for a motion to approve the minutes as sent and the motion was made by Jim Rohrer and seconded by Brian Zimmer. All members voted in the affirmative to approve the minutes.

**Correspondence: None**

**Old Business: None**

**New Business:** Payment was made to the LOSAP account for 8 of the 13 eligible members for 2018. The other five need to complete the required paperwork. Total payment was $9,200.00.

**Bills**

Numbers of bills received for payment were 11 for a total of $22,623.63

Wex $173.84 Verizon $160.04 Fire & Safety $10,465.94 Franklin Alarm $234.00 GCFCA $280.00

Holman & Frenia $1,200.00 MES $192.00 Sentinel 44.80 Upper Case Printing $110.00

Active 911 $602.65 LOSAP $9,200.00

J. Petsch asked for a motion to approve the bill list, Jim Rohrer made the motion and it was seconded by Brian Zimmer. All members were in favor to paying all bills.

**Treasures Report**

**Checking Account** ending with check number 3892 was $11,972.18

**Savings Account Balance: as of 2/4/2019 was $216,288.24.**

**Public Portion:** Chief Deegan stated the Ariel testing on 4336 has been completed. Also air horn has been fixed and swivel water line connection on 4334 is on order.

**Good of the Organization** We received notice that our 2019 budget has been approved by the state. It was suggested that increase the companies face book exposure. The department does so many great things and we need to share them more frequently with the residents we serve.

Insurance broker Tom Narolewski meet with us tonight to review an umbrella policy that would provide our members better coverage. Tom pointed out that our current JIFF coverage does not have an Accident and Sickness policy, this would be critical for our members who got hurt and even died while on an assignment.

Tom provided us with a policy from Provident Insurance and reviewed its various options. After reviewing the policy it was requested that he reduce the Life insurance payout and increase the weekly earned income replacement figures. Tom will rework the numbers and try to reduce our premium and get back to us with the adjusted policy.

The cost of this additional policy would fit into our line item budgeted for insurance in our 2019 budget.

**Reports:**. None

**Adjournment:**

Joe Petsch asked for a motion to adjourn. Nick Collins made the motion which was seconded by Jim Rohrer and all members agreed. The meeting ended at 8:30 PM.

Respectfully submitted by, Dave Deegan Jr.

**Minutes for Franklin Fire District #5 Commissioners meeting**

**held on March 4, 2019.**

**Joe Petsch Called the meeting to Order at 7:30 pm.**

Pursuant to the open Public Meeting Act, Adequate notice of this meeting has been provided by adopting a schedule of regular meetings for the year 2019.which has been posted on the Bulletin Board as well as the Fire District website, forwarded to the Sentinel of Gloucester County, and was filed with the Township Clerk on January 2. 2019.

**Roll Call (A- Absent P- Present):**

Jim Rohrer P Joe Petsch P Nick Collins P Brian Zimmer P Dave Deegan P

**Reading of Minutes**:

Minutes of the meeting held on Feb.4, 2019 were sent to all members for review by D Deegan. President Petsch asked for a motion to approve the minutes as sent and the motion was made by Brian Zimmer and seconded by Jim Rohrer. All members voted in the affirmative to approve the minutes.

**Correspondence:**

**Old Business:** Question was asked if all members who needed to complete LOSAP paperwork had done so. Members Brandon Beebe and Mike Metzger still have not completed the paperwork.

**New Business:** The following resolutions were presented tonight and past with all members voting in the affirmative.

R-19-01 Resolution for the swearing in of Jim Rohrer as Commissioner. Motion made by Jim Rohrer – seconded by Brian Zimmer.

R-19-02 Nomination of Joe Petsch as Chairmen Motion made by Dave Deegan – seconded by Brian Zimmer.

R-19-03 Nomination of Jim Rohrer as Vice Chairman, Motion made by Nick Collins – seconded by Dave Deegan

R-19-04 Nomination of Nick Collins as treasurer. Motion made by Dave Deegan – seconded by Jim Rohrer.

R-19-05 Nomination of Dave Deegan as Clerk/Secretary. Motion made by Jim Rohrer – seconded by Brian Zimmer.

R-19-06 NA

R-19-07 Nomination naming Newfield Bank as official depository. Motion made by Jim Rohrer – seconded by Brian Zimmer.

R-19-08 Nomination naming the Sentinel Newspaper as the official newspaper. Motion made by Jim Rohrer – seconded by Brian Zimmer.

R-19-09 Nomination naming Holman-Frenia-Allison as official Auditor. Motion made by Jim Rohrer – seconded by Brian Zimmer.

R-19-10 Resolution setting the next Fire District Election date as Feb.15, 2020, Motion made by Jim Rohrer – seconded by Brian Zimmer.

R-19-11 Resolution appointing Dave Deegan III as Bureau of Fire representative. Motion made by Jim Rohrer – seconded by Brian Zimmer.

R-19-12 Resolution setting the Fire Commissioner’s meeting nights as the 1st Monday night of each month at 7:30. Motion made by Jim Rohrer – seconded by Brian Zimmer.

R-19-13 Resolution naming Assured Partners as our insurance brokers representing JIF. Motion made by Jim Rohrer – seconded by Brian Zimmer.

R-19-14 Resolution naming Joe Hoffman as our legal counsel. Motion made by Jim Rohrer – seconded by Brian Zimmer.

R-19-15 Resolution setting the Fire Commissioners meeting schedule. Motion made by Jim Rohrer – seconded by Brian Zimmer.

A motion was made by Joe Petsch to pay the election workers Brandon Beebe and Mike Metzger $95.00 for working the recent election. The Motion was seconded by Jim Rohrer, All members voted in the affirmative.

**The results from the recent fire election are as follows:**

Jim Rohrer for Fire Commissioner 85 votes for none against

District #5 fire budget 47 votes for, 38 against.

**Bills**

Numbers of bills received for payment were 8 for a total of $7,334.75

WEX $118.50 Ross Fuel $681.98 Verizon $160.04 Brandon Beebe -$95.00 Mike Metzger $95.00

Budget Truck Repairs $1269.23 Nat Alexander $215.00 Assured Partners $4700.00

J. Petsch asked for a motion to approve the bill list, Nick Collins made the motion and it was seconded by Jim Rohrer. All members were in favor to paying all bills.

**Treasures Report**

**Checking Account** ending with check number 3901 was $8,828.91

**Savings Account Balance:** as of 3/04/19 was $206,331.52

**Public Portion: None**

**Good of the Organization** None

**Reports:** Auditing firm sent copy of Auditing Contract for our review and signing. Dave will contact them to verify cost.

Motion was made to authorize the payment for the audit up to $6,000.00. The motion was made by Nick Collins and seconded by Brian Zimmer. All members voted in the affirmative.

**Adjournment:**

Joe Petsch asked for a motion to adjourn. Jim Rohrer made the motion which was seconded by Brian Zimmer and all members agreed. The meeting ended at 7:55 PM.

Respectfully submitted by, Dave Deegan Jr.

**Minutes for Franklin Fire District #5 Commissioners meeting**

**held on April 1 , 2019.**

**Joe Petsch Called the meeting to Order at 7:30 pm.**

Pursuant to the open Public Meeting Act, Adequate notice of this meeting has been provided by adopting a schedule of regular meetings for the year 2019.which has been posted on the Bulletin Board as well as the Fire District website, forwarded to the Sentinel of Gloucester County, and was filed with the Township Clerk on January 2. 2019.

**Roll Call (A- Absent P- Present:**

Jim Rohrer P Joe Petsch P Nick Collins P Brian Zimmer A Dave Deegan P

**Reading of the Minutes**:

Minutes of the meeting held on March 4, 2019 were sent to all members for review by D Deegan. President Petsch asked for a motion to approve the minutes as sent and the motion was made by Jim Rohrer and seconded by Nick Collins. All members voted in the affirmative to approve the minutes.

**Correspondence:**

**Old Business: NA**

**New Business: Dave Deegan Jr. will contact Assured Partners alerting them that we received a letter from Provident Insurance looking for the payment of $4700 which we sent to Assured Partners on March 4, 2019 per their request of invoice #18806 of 2/25/2019.**

**Bills**

Numbers of bills received for payment were 9 for a total of $7,862.46

WEX $152.91 Verizon $160.04 Associated Fire Protection $150.00 FD Testing Services $1891.00

Fire Safety $1652.01 GCC Association $150.00 Holman-Frenia-Allison $3260.00 M. Castrataro $140.00

Nate Alexandria Co. $306.00

J. Petsch asked for a motion to approve the bill list, Joe Petsch made the motion and it was seconded by Jim Rohrer. All members were in favor to paying all bills except Dave Deegan Jr. who recuse himself from the voting, since he works for FD Testing.

**Treasures Report**

**Checking Account** ending with check number 3907 was $13,915.07

**Savings Account Balance:** as of April 1, 2019 was $198,374.73.

**Public Portion: NA**

**Good of the Organization** – New Turn out Gear has arrived and invoice will be paid next month. Tom Nichols received 3 quotes for hose testing and ground ladder testing and sign 3 year contract with lowest bidder.

**Reports:** Nick has audit package ready to go to auditor for their review.

**Adjournment:**

Joe Petsch asked for a motion to adjourn. Jim Rohrer made the motion which was seconded by Nick Collins and all members agreed. The meeting ended at 7:52PM.

Respectfully submitted by, Dave Deegan Jr.

**Minutes for Franklin Fire District #5 Commissioners meeting**

**held on May 6, 2019.**

**Joe Petsch Called the meeting to Order at 7:30 pm.**

Pursuant to the open Public Meeting Act, Adequate notice of this meeting has been provided by adopting a schedule of regular meetings for the year 2019.which has been posted on the Bulletin Board as well as the Fire District website, forwarded to the Sentinel of Gloucester County, and was filed with the Township Clerk on January 2. 2019.

**Roll Call ( A- Absent P- Present ):**

Jim Rohrer P Joe Petsch P Nick Collins P Brian Zimmer P Dave Deegan P

**Reading of Minutes**:

Minutes of the meeting held on April 1 , 2019 were sent to all members for review by D Deegan. President Petsch asked for a motion to approve the minutes as sent and the motion was made by Brian Zimmer and seconded by Jim Rohrer. All members voted in the affirmative to approve the minutes.

**Correspondence: None**

**Old Business**: All the required documents have been delivered to the Auditor for them to complete the 2018 audit.

**New Business: None**

**Bills**

Numbers of bills received for payment were 12 for a total of $41,991.23

Wex $113.38 MES $26,851.00 Verizon $160.04

Interstate mobile testing $42.00 Air Power $440.35 Rowan Gloucester County College $150.00

Associated Fire Protection $425.75 Motorola Solutions $104.00 Fire & Safety $859.71

Salem County Fire Academy $205.00 Star Cross Vol. Fire Dept. –Rent $12,000

Star Cross Vol. Fire Department reimbursement $205.00

J. Petsch asked for a motion to approve the bill list, Nick Collins made the motion and it was seconded by Jim Rohrer. All members were in favor to paying all bills.

**Treasures Report**

**Checking Account** ending with check number 3916 was $1216.59

**Savings Account Balance:** as of May 6, 2019 was $265,020.92

**Public Portion:**

Chief Deegan will check with officers to see if they feel we still need to have members go out for annual physicals. He stated that we are now ISO compliant with the Fit test questionnaire we have the members fill out annually.

**Good of the Organization** None

**Reports:** None

**Adjournment:**

Joe Petsch asked for a motion to adjourn. Nick Collins made the motion which was seconded by Jim Rohrer and all members agreed. The meeting ended at 7:45 PM.

Respectfully submitted by, Dave Deegan Jr.

**Minutes for Franklin Fire District #5 Commissioners meeting**

**June 4, 2019.**

**Joe Petsch Called the meeting to Order at 7:30 pm.**

Pursuant to the open Public Meeting Act, Adequate notice of this meeting has been provided by adopting a schedule of regular meetings for the year 2019.which has been posted on the Bulletin Board as well as the Fire District website, forwarded to the Sentinel of Gloucester County, and was filed with the Township Clerk on January 2. 2019.

**Roll Call ( A- Absent P- Present:**

Jim Rohrer P Joe Petsch P Nick Collins P Brian Zimmer A Dave Deegan P

**Reading of Minutes**:

Minutes of the meeting held on May 12, 2019 were sent to all members for review by D Deegan. President Petsch asked for a motion to approve the minutes as sent and the motion was made by Jim Rohrer and seconded by Nick Collins. All members voted in the affirmative to approve the minutes.

**Correspondence: None**

**Old Business: None**

**New Business: None**

**Bills**

Numbers of bills received for payment were 6 for a total of $1,461.36

Wex $ 213.32 MES $783.00 Verizon $160.04

Rowan Community College $125.00 Action Uniform $138.00 Interstate Mobile Care $42.00

J. Petsch asked for a motion to approve the bill list, Jim Rohrer made the motion and it was seconded by Joe Petsch. All members were in favor to paying all bills.

**Treasures Report**

**Checking Account** ending with check number 3925 was $24,540.38

**Savings Account Balance:** as of 6/04/19 was $244,608.67

**Public Portion**: Chief Deegan asked if there was money in the equipment account since they needed to order some supplies such as beeper batteries. Joe stated once he completed the adjustment to the bunker gear where half of that cost was encumbered into last year’s budget there would be additional money for the balance of the year.

**Good of the Organization** Jim Rohrer made a motion that we pay the truck bill invoice if it comes before our next meeting so we do not incur a late fee. The motion was seconded by Nick Collins, and all members voted in the affirmative.

Dave Deegan will call the auditor and finalize the audit cost for this year. The auditor has requested additional documents for the audit which Joe and Nick will provide.

**Reports:** None

**Adjournment:**

Joe Petsch asked for a motion to adjourn. Jim Rohrer made the motion which was seconded by Nick Collins and all members agreed. The meeting ended at 7:45 PM.

Respectfully submitted by, Dave Deegan Jr.