

Workshop Meeting, May 7, 2012

Chairman Raymond Equils called the meeting to order at 19:00 hours, followed by the Pledge of Allegiance. Chairman Equils then read the Opening Statement, noting this meeting was advertised on Sunday, January 1, 2012 in the Asbury Park Press and posted on two (2) municipal Bulletin Boards and in the firehouse, as required by the Open Public Meetings Act, commonly referred to as "The Sunshine Law."

Roll call was taken with Commissioners Eadicicco, Equils, Kelly, Scarlato, and Stalling being present. It was noted there was one (1) line officer present; but there were zero (0) firefighters, or members of the public present at the start of the meeting.

Purchaser Eadicicco began working on preparing the bills and vouchers, for processing by Treasurer Stalling to print checks.

CRITICAL CORRESPONDENCE: The Clerk reported the following items:

Former Commissioner McMahan NJ PERS Retirement Application;

Liberty Mutual Renewal Application;

2012-2013 Holmatro Service from ESI Equipment..

OLD BUSINESS: Regarding pensions for board members, Clerk Kelly and Chairman Equils reviewed phone conversations with Mr. Osborn's office (the district's auditor) regarding completing the overdue NJ-PERS Retirement Application for former Commissioner William McMahan. Also discussed was the total lack of response on the Enrollment Applications into the NJ-DCRP for Commissioners Eadicicco, Scarlato, and Stalling. Questions also asked about why no Annual Statements come to the board members for their pension plans. Need to find out why.

On establishing the previously discussed Payroll System: Chairman Equils reported that the firm in Farmingdale (Micropay) is out of business, due to the death of the owner.

He presented information from another payroll firm named ADP. He noted their quarterly costs to manage the account are \$105.00. There is a \$25.00 Set Up fee. They will need permission to access the district's bank account, for electronic payments of federal and state taxes and other deductions.

They offer two options for printing payroll checks. The first one is for them to print the "NET" checks, listing all payroll data, using blank checks provided by the board. The second option would be to give us access to their server, allowing us to do our own calculation, entries, and printing of checks.

The cost for Option 2 is "No Charge" for the first 3 months; then \$1.50 per employee, resulting in a cheaper monthly cost, but we will need to do all the work.

Chairman Equils then stated he hoped to have 1 additional proposal for review tomorrow evening, so the board can make a decision and start a system for June's payments.

On sale of Unit 499 – Clerk Kelly suggested using a government public auction site, like Monmouth County and many other government agencies do. Some members felt this was something to look into for the disposal of future apparatus/equipment, but not for this particular vehicle.

It was decided on a motion by Commissioners Scarlato and Eadicicco, that the vehicle will be sold to the Borough of Farmingdale/Farmingdale Fire Department for the sum of \$1.00. A Hold Harmless Agreement will be required, before any Transfer of Title will take place. The motion was passed unanimously by the board.

NEW BUSINESS: Commissioner Eadicicco reported there are 4-5 old steel SCBA bottles that are out of service life and need to be disposed of. Clerk stated we need number or units and their Serial Numbers for recording and a motion tomorrow night to declare them "Obsolete" and dispose of them.

NEW BUSINESS: Cont'd Commissioner Kelly stated he has problems with the board being placed in the position of paying double and triple credits for EMS calls, as stated by the fire chief.

He stated various objections including line officers making commitments to members that can have repercussions for the board, without first coming to the board; Paying higher reimbursements for EMS calls than for fire calls, our primary responsibility; Tax liability implications for members; Additional Professional Costs to the board for annual wage/salary reports by auditor being among them. He will present these items to the officers tomorrow night also.

Commissioner Eadicicco stated the Training Standards Committee needs to meet and asked about appointing a new one. Board will put this on tomorrow night's agenda to appoint the 2 commissioners.

Commissioner Stalling brought up the blowing of the siren and suggested it be turned off before the Thursday evening test, suggesting it operate between 06:00 and 18:30 hours. Other board members didn't think this was a good idea, as the testing is necessary.

Other informally agreed upon items suggested for action were to Notify PD and Fire Bureau of dispatch errors when EMS is put out over "Fire" causing siren to blow un-necessarily; and for members to turn it off at the switch, when making announcements from station. Further cautioned to make sure they turn it BACK ON when done!

TREASURER'S REPORT Following the completion of the voucher & check entry by Treasurer Stalling, he reported bills totaling \$12,968.30; requiring a transfer of \$15,000.00. These amounts agreed with the list prepared by Purchaser Eadicicco.

The Treasurer's Report was accepted on a motion by Commissioners Kelly and Scarlato, and passed unanimously by the board.

PUBLIC COMMENT There was zero (0) persons in attendance at the close of the meeting

ADJOURNMENT This concluded the business for the workshop, so a motion to adjourn was made by Commissioners Stalling and Scarlato, and passed by the board. The meeting closed at 20:24 hrs. Respectfully Submitted,

Robert J. Kelly
Clerk of the Board

RJK/rjk

04/09/2012