

**THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF EAST BRUNSWICK
COUNTY OF MIDDLESEX, NEW JERSEY**

216 Joseph Street • East Brunswick, New Jersey 08816
732-257-2846 732-651-1944(Fax)

RESOLUTION 2013-01

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2, EAST BRUNSWICK TOWNSHIP,
COUNTY OF MIDDLESEX, MAKING APPLICATION TO
THE LOCAL FINANCE BOARD PURSUANT TO N.J.S.A. 40A:5A-6**

WHEREAS, the Board of Fire Commissioners of Fire District No. 2, East Brunswick Township in the County of Middlesex desires to make application to the Local Finance Board for its review and/or approval of a capital funding.

"Bond Ordinance of the Township of East Brunswick, in the County of Middlesex, New Jersey Providing for Funding for upgrades to their radio system Pursuant to a Shared Services Agreement with and on Behalf of Fire District No. 2 Appropriating \$200,000 Therefore and Authorizing the Issuance of \$200,000 Bonds or Notes of the Township to Finance Part of the Cost Thereof

WHEREAS, The Board of Fire Commissioners of Fire District No. 2 East Brunswick believe that

- a. it is in the public interest to accomplish such purposes;
- b. said purpose or improvements are for the public health, safety and welfare, of the inhabitants of the Township of East Brunswick;
- c. the amounts to be expended for said purpose or improvements are not unreasonable or exorbitant;
- d. the proposal is an efficient and feasible means of providing services for the needs of the inhabitants of the local unit and will not create an undue financial burden to be placed upon the local unit;

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of Fire District No. 2, Township of East Brunswick as follows:

The application to the Local Finance Board is hereby approved and the Chief Finance Officer is hereby authorized by the fire district to prepare and file such application and to represent the Fire District in matters pertaining thereto.

2. The Clerk of the Board of Fire Commissioners is hereby directed to prepare and file a copy of the Ordinance and any other appropriate documents with the Local Finance Board as part of such application.
3. A copy of this resolution shall be forwarded to the Township upon adoption.

THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF EAST BRUNSWICK
COUNTY OF MIDDLESEX, NEW JERSEY

216 Joseph Street • East Brunswick, New Jersey 08816
732-257-2846 732-651-1944(Fax)

RESOLUTION 2013-02

January 8, 2013

THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF EAST BRUNSWICK, COUNTY OF MIDDLESEX

**Authorizing the Township Chief Finance Officer to File an
Application with the Local Finance Board on Behalf of the
District**

WHEREAS, the fire district has secured voter approval for funding for upgrades to their radio system pursuant to a Shared Services Agreement; and

WHEREAS, Local Finance Board approval is necessary to issue the debt; and

WHEREAS, the fire district has entered into an Interlocal Agreement with the Township of East Brunswick concerning the issuance of debt as set forth herein.

NOW, THEREFORE, be it RSOLVED by the Commissioners of Fire District No. 2, in the Township of East Brunswick, County of Middlesex, as follows:

- (1) The Township Chief Finance Officer is hereby authorized by the fire district to file the appropriate application with the Local Finance Board and appear on its behalf.
- (2) A copy of this resolution shall be forwarded to the Township upon adoption.

THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF EAST BRUNSWICK
COUNTY OF MIDDLESEX, NEW JERSEY

216 Joseph Street • East Brunswick, New Jersey 08816
732-257-2846 732-651-1944(Fax)

RESOLUTION 2013-03

March 12, 2013

Setting the Dates and Times of the Monthly Meetings

WHEREAS, the "Open Public Meetings Act", L. 1975 c.231, requires that adequate notice be given to the public of all meetings of the Commissioners; and

WHEREAS, section 13 of said Act (R.S. 10:4-18) provides that a schedule shall be adopted at least once each year containing the location, time and date of each regular meeting of a public body:

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF FIRE DISTRICT NO. 2 IN THE TOWNSHIP OF EAST BRUNSWICK, MIDDLESEX COUNTY, NEW JERSEY, as follows,

1. The regular meetings of the Commissioners of Fire District No. 2 in the Township of East Brunswick, Middlesex County, New Jersey shall be held at the William C. Peck Administration Building, Fire District No. 2, 216 Joseph Street, East Brunswick, New Jersey at 8:00 PM on April 9, 2013; May 14, 2013; June 11, 2013; July 9, 2013; August 13, 2013; September 10, 2013; October 8, 2013; November 12, 2013; December 10, 2013; January 14, 2014; February 11, 2014; March 11, 2014.

2. Said schedule shall terminate at the reorganization meeting on March 11, 2014 of the Commissioners following the annual election on February 15, 2014 at which time the Commissioners shall adopt a new annual schedule of meetings pursuant to the section aforesaid.

3. Special meetings may be held from time to time in accordance with the provisions of R.S. 10:4-8.

4. A copy of this resolution shall be filed with the Township Clerk, shall be posted in at least one public place reserved for such or similar announcements and shall be mailed or hand delivered to the Daily Home News and The Sentinel Publishing Company.

5. Upon the request of and advance payment in the amount of \$10.00 by any person, a copy of the regular meeting schedule or revision, any advance written notice of any regular, special or rescheduled meeting of the Commissioners shall be sent to such person, provided that such request shall terminate on December 31 of each year and provided that any request made by the news media shall be honored without charge.

THE COMMISSIONERS OF FIRE DISTRICT No. 2
IN THE TOWNSHIP OF EAST BRUNSWICK
COUNTY OF MIDDLESEX, NEW JERSEY

216 Joseph Street • East Brunswick, New Jersey 08816
732-257-2846 732-651-1944(Fax)

Resolution 2013-04
March 12, 2013

Authorizing Transfer of Monies

WHEREAS, the Fire District has expended various monies from the budget to support the bureau of Fire Prevention; and

WHEREAS, it is projected that these expenditures of funds will continue in the future; and

WHEREAS, the Fire District wishes to transfer monies from various Fire District accounts to reflect these expenditures and accordingly supplement the specific budget line items.

NOW, THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 2 in the Township of East Brunswick, County of Middlesex as follows:

- (1) This resolution shall serve as the authorization to transfer monies to the appropriate budget line items to properly reflect the expenditures necessary to fund the Bureau of Fire Prevention operations.
- (2) The necessary transfers shall be undertaken quarterly based on written documents supporting the transfers.

THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF EAST BRUNSWICK
COUNTY OF MIDDLESEX, NEW JERSEY

216 Joseph Street • East Brunswick, New Jersey 08816
732-257-2846 732-651-1944(Fax)

RESOLUTION 2013-05
March 12, 2013

Setting the Date and Time for the Annual Election

BE IT RESOLVED BY THE COMMISSIONERS OF FIRE DISTRICT NO. 2 IN THE TOWNSHIP OF EAST BRUNSWICK, MIDDLESEX COUNTY, STATE OF NEW JERSEY, as follows;

1. The date for the 2014 Annual Election of the Commissioners of Fire District No. 2 in the Township of East Brunswick, Middlesex County, State of New Jersey be and the same is hereby established as Saturday, February 15, 2014.
2. The polls shall be open from 2:00 PM to 9:00 PM at the William C. Peck Administration Building, 216 Joseph Street, East Brunswick, New Jersey.
3. The Clerk shall cause notices to be published with respect to said election in accordance with the law and shall provide for the furnishing of absentee ballots to the County Clerk, and the Chairman and Clerk shall take all other steps required by law for the conduct of said election, including, but not limited to, the preparation of ballots and appointment of election tellers.
4. The Chairman and the Clerk shall utilize such professional or outside assistance as may be required to perform their responsibilities as aforesaid.

THE COMMISSIONERS OF FIRE DISTRICT No. 2
IN THE TOWNSHIP OF EAST BRUNSWICK
COUNTY OF MIDDLESEX, NEW JERSEY

216 Joseph Street • East Brunswick, New Jersey 08816
732-257-2846 732-651-1944(Fax)

RESOLUTION 2013-08

March 12, 2013

Designating the Official Newspapers for
Publications for the 2013-2014 Year

WHEREAS, the Commissioners of Fire District No. 2 in the Township of East Brunswick, County of Middlesex, must, by statutory law, publish various items in order to comply with said requirements of statutory law; and

WHEREAS, the Commissioners are desirous of designating various newspapers as official newspapers in which the Commissioners may publish its various items during the 2013-2014 year.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF FIRE DISTRICT NO. 2 IN THE TOWNSHIP OF EAST BRUNSWICK, MIDDLESEX COUNTY, NEW JERSEY, as follows:

1. The official newspapers in which the Commissioners will publish all required notices or other items during the 2013-2014 year pursuant to New Jersey statutes shall be The Home News Tribune and/or Asbury Park Press, unless said New Jersey statutory law otherwise mandates that a newspaper other than those as referenced herein be used for said publications.

THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF EAST BRUNSWICK
COUNTY OF MIDDLESEX, NEW JERSEY

216 Joseph Street • East Brunswick, New Jersey 08816
732-257-2846 732-651-1944(Fax)

RESOLUTION 2013-07
March 12, 2013

Adopting Cash Management Plan

WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and

WHEREAS, Subchapter 3, Section 5:31-3.1(a) provides that the governing body shall, by resolution passed by not less than a majority of the full membership, adopt a cash management plan, which shall include the designation of a depository the State of New Jersey Cash Management Fund or a public depository or depositories.

NOW, THEREFORE, be it RESOLVED by The Commissioners of Fire District No. 2 in the Township of East Brunswick, County of Middlesex as follows:

(1) This resolution shall act as a formal adoption by The Commissioners of a cash management plan, which shall allow for official depositories of The Commissioners to be the State of New Jersey Cash Management Funds and/or Bank of America and/or Provident Bank and/or United States Treasury Bills and/or other obligations of the United States Government.

THE COMMISSIONERS OF FIRE DISTRICT NO. 2

IN THE TOWNSHIP OF EAST BRUNSWICK

COUNTY OF MIDDLESEX, NEW JERSEY

216 Joseph Street • East Brunswick, New Jersey 08816
732-257-2846 732-651-1944(Fax)

RESOLUTION 2013-08

March 12, 2013

Authorizing Approval and Payment of Claims

WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and

WHEREAS, Subchapter 4, Section 5:31-4.1(e) provides that payment of claims by the fire district shall be by check drawn on the fire district and signed by the governing body chairman, and the chief financial officer and countersigned by such other officer or officials as designated by resolution; and

WHEREAS, Subchapter 4, Section 5:31-4.2 further provides that the Commissioners, at their reorganizational meeting, designate, by resolution, the individuals whose signatures appear on checks drawn upon the treasury of the Commissioners; and

WHEREAS, Subchapter 4, Section 5:31-4.1(f) provides that The Commissioners shall, by resolution passed by not less than the majority of the full membership, further designate the manner in which and the time in which salaries, wages or other compensation for services shall be paid.

NOW, THEREFORE, be it RESOLVED by The Commissioners of Fire District No. 2 in the Township of East Brunswick, County of Middlesex as follows:

(1) The checks as issued by The Commissioners for payment of claims shall have two signatures countersigned by one or two Commissioners and/or the Office Manager in order that The Commissioners comply with the rules and regulations as promulgated by the Local Finance Board and as setforth herein.

(2) No more than one stamp facsimile shall be used on any particular check in place of a handwritten signature.

(3) The manner in which and the time in which compensation for services rendered by employees of The Commissioners shall be paid in accordance with individual employment contracts. The Commissioners' salaries shall be paid as determined by The Commissioners.

THE COMMISSIONERS OF FIRE DISTRICT No. 2
IN THE TOWNSHIP OF EAST BRUNSWICK
COUNTY OF MIDDLESEX, NEW JERSEY

216 Joseph Street • East Brunswick, New Jersey 08816
732-257-2846 732-651-1944(Fax)

RESOLUTION 2013-09
March 12, 2013

Fire Protection Agreement

WHEREAS, The Commissioners of Fire District No. 2 in the Township of East Brunswick, County of Middlesex deem it necessary to set forth, in writing, the understandings between The Commissioners and The Volunteer Fire Company located within the fire district relative to rental of buildings and premises by The Commissioners, providing of fire fighting protection by The Volunteer Fire Company and various other issues as more specifically set forth in a Fire Protection Agreement to be in effect retroactively from January 1, 2013 to December 31, 2013, a copy of which is attached hereto; and

WHEREAS, The Commissioners and The Volunteer Fire Company officials, as applicable, have reviewed said agreement and have found same to be in the best interest of both parties and the fire district and further wish to execute the same.

NOW, THEREFORE, be it RESOLVED by The Commissioners of Fire District No. 2 in the Township of East Brunswick, County of Middlesex as follows:

(1) The Fire Protection Agreement as attached hereto may be executed by the appropriate Commissioners in order that same then be executed by The Volunteer Fire Company officials, as applicable.

(2) This resolution shall serve as the authority for the enactment of said Fire Protection Agreement.

THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF EAST BRUNSWICK
COUNTY OF MIDDLESEX, NEW JERSEY

216 Joseph Street • East Brunswick, New Jersey 08816
732-257-2846 732-651-1944(Fax)

Resolution 2013-10
March 12, 2013
Designating Surety Bonding for Commissioners

WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities, and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and

WHEREAS, Subchapter 6, Section 5:31-6.1 provides that the fire district shall, by resolution, designate employees and officials required to furnish surety bonds and determine minimum bonds for each such employee and official; and

WHEREAS, the Commissioners of Fire District No. 2 in the Township of East Brunswick, County of Middlesex deem it necessary to provide bonding for the Commissioners.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 2 in the Township of East Brunswick, County of Middlesex, as follows:

(1) All Commissioners shall be bonded on a blanket policy in the amount of \$1,000,000.00 .

THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF EAST BRUNSWICK
COUNTY OF MIDDLESEX, NEW JERSEY

216 Joseph Street • East Brunswick, New Jersey 08816
732-257-2846 732-651-1944(Fax)

RESOLUTION 2013-11

March 12, 2013

Authorizing Appointment of Attorney
For the 2013-2014 Year

WHEREAS, there exists a continuing need for legal services to be provided for the Commissioners of Fire District No. 2 in the Township of East Brunswick, Middlesex County, concerning various responsibilities undertaken by the Commissioners; and,

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the year of 2012-2013; and

WHEREAS, the Local Public Contracts Law (N.J.S. 40:A11-1 et seq.) provides that a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and

WHEREAS, the subject resolution providing for the awarding of a contract relative to professional services and the notice of the award of contract shall be available for public inspection; and

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-5(1)(A)(I), provides that a notice of the award of said contract shall be published in a newspaper, said advertisement stating the nature, duration and amount of the contract.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF FIRE DISTRICT NO. 2 IN THE TOWNSHIP OF EAST BRUNSWICK, MIDDLESEX COUNTY, NEW JERSEY, as follows:

1. Richard M. Braslow is hereby appointed to provide legal services to the Commissioners relative to any and all issues presented to the Commissioners pursuant to any of its obligations or responsibilities. This appointment is made pursuant to the proposal attached hereto and made a part hereof.

2. This resolution and the notice of award of contract shall be available for public inspection.

THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF EAST BRUNSWICK
COUNTY OF MIDDLESEX, NEW JERSEY

216 Joseph Street • East Brunswick, New Jersey 08816
732-257-2846 732-651-1944(Fax)

RESOLUTION 2013-12

March 12, 2013

Authorizing Appointment of Auditor
For The 2013-2014 Year

WHEREAS, there exists a continuing need for certain auditing services for the Commissioners of Fire District No. 2 in the Township of East Brunswick, Middlesex County, concerning various responsibilities undertaken by said Commissioners; and

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the 2013-2014 year; and

WHEREAS, the Local Public Contracts Law (N.J.S. 40:A11-1 et seq.) provides that a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and

WHEREAS, the subject resolution providing for the awarding of this contract relative to professional services, and the notice of award of said contract shall be made available for public inspection; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40a:11-5(1)(a)(i), provides that a notice of the award of said contract be published in a newspaper, said advertisement stating the nature, duration and amount of the contract.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF FIRE DISTRICT NO. 2 IN THE TOWNSHIP OF EAST BRUNSWICK, MIDDLESEX COUNTY, NEW JERSEY, as follows:

1. Bart & Bart shall is hereby appointed to provide auditing services to the Commissioners together with assistance in preparation of the 2013 budget and for establishment and maintenance of the necessary documentation consistent with the requirements and the regulations of the Department of Community Affairs and with the New Jersey statutes. This appointment is made pursuant to the proposal as submitted and attached hereto.
2. Said Bart & Bart shall be paid on a fee basis for all services rendered.
3. This resolution and the notice of award of contract shall be available for public inspection.

**THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF EAST BRUNSWICK
COUNTY OF MIDDLESEX, NEW JERSEY**

216 Joseph Street • East Brunswick, New Jersey 08816
732-257-2846 732-651-1944(Fax)

RESOLUTION 2013-13

MARCH 12, 2013

AUTHORIZING APPOINTMENT OF ACCOUNTANT

For The 2013-2014 Year

WHEREAS, there exists a continuing need for certain accounting services to be provided to the Commissioners of Fire district No. 2 in the Township of East Brunswick, NJ, County of Middlesex, concerning various responsibilities undertaken by said Commissioners; and

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the 2013-2014 year; and

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq. , provides that a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and,

WHEREAS, the subject resolution providing for the awarding of this contract relative to professional services, an notice of award of said contract shall be made available for public inspection; and,

WHEREAS, the Local Public contracts Law, N.J.S.A. 40A:11-5(1)(a)(i), provides that a notice of the award of said contract be published in a newspaper, said advertisement stating the nature, duration and amount of the contract.

NOW, THEREFORE, be it **RESOLVED** by the Commissioners of Fire District No. 2 in the Township of East Brunswick, County of Middlesex, as follows:

- (1) Bart & Bart is hereby appointed to provide accounting services to the Commissioners. This appointment is made pursuant to the proposal as submitted and attached hereto.
- (2) This resolution and the notice of award of contract shall be available for public inspection

THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF EAST BRUNSWICK
COUNTY OF MIDDLESEX, NEW JERSEY

216 Joseph Street • East Brunswick, New Jersey 08816
732-257-2846 732-651-1944(Fax)

RESOLUTION 2013-14

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local Authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended DECEMBER 31, 2012, has been completed and filed with the EAST BRUNSWICK TOWNSHIP FIRE DISTRICT #2, pursuant to N.J.S.A. 40A:5A-15, 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, 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 has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, 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,

NOW, THEREFORE BE IT RESOLVED, that the governing body of the EAST BRUNSWICK TOWNSHIP FIRE DISTRICT #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, 2012, and specifically has reviewed the sections of the audit report entitled "General Comments" and Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE REGULAR MEETING HELD ON August 13, 2013.

Dennis A. DeGraw, Secretary

Date