

October 11, 2023

**Hazlet Township Town Hall
1766 Union Avenue, 2nd Floor
Hazlet, NJ 07730**

The **workshop meeting** was opened by Vice Chairman Joseph C. Schroeck at 6:33 pm. Vice Chairman JC Schroeck noted the following statement:

In compliance with the Open Public Meeting Act of the State of New Jersey, adequate notice of this meeting was provided in the following manner:

On December 19, 2022, advance written notice of this meeting was posted at Town Hall, 1766 Union Avenue, Hazlet, NJ;

On December 22, 2022 advance written notice of this meeting was sent to the Asbury Park Press; and

On December 19, 2022, copies of the advance written notice were mailed to all persons who requested and paid for such notice.

I direct the Fire District Clerk to enter into the minutes this announcement and the advance written notice of this meeting.

Vice Chairman JC Schroeck called for a roll call:

Commissioner Parleman	- Present at 7:08pm
Commissioner J.C. Schroeck	- Present
Commissioner J.J. Schroeck	- via Google Meet video at 7:47pm
Commissioner Sheldrick	- Present
Commissioner Storcks	- Present
Melanie Appleby, Esq.	- Present
Michelle Barney, QPA	- Present

1. Toyne Contract-

The attorneys reviewed the contract sent over by Toyne. Matt Donahue sent over the requests. Some wording modifications that were asked of Toyne. The lawyers asked that Toyne update the following: Toyne had 10 days after delivery to inspect and advise of issues. They were asked to change that to 30 days, and Toyne complied. With the cost cuts to the contract, the final cost is \$973,869.63. The upfront discount is not guaranteed because it's based on the current interest rate when the first payment is made.

2. Audit update

Michelle reported the audit is complete, and a resolution is ready for the board to accept to be passed tonight. There were no negative findings and no corrective action plans noted. All Commissioners already had the chance to review the audit. Michelle will have Commissioner Storcks place a legal ad in the paper with the synopsis of the audit. Auditor did question how the firefighters get uniform money and LOSAP. There was also an error on Lincoln Financial's end.

Commissioner Storcks questioned the difference of the net increase of the board from 2021 and 2022. This could be a property tax issue with the township, not so much our accounts. Michelle will look into this and ask the accountant to explain it.

3. Resolutions-

- a. 2023-026 Establishing Compensation for Fire Commissioners.
- b. 2023-027 Authorizing purchase of a Toyne Class-A Pumper.
- c. 2023-028 Award of Contract to Toyne.
- d. 2023-029 Corrective Action Plan.
- e. 2023-030 Adopt Audit report.
- f. 2023-031 Executive session

Commissioner Storcks questioned why 2023-026 wasn't discussed as a board as a whole. He was advised that the treasurers have always just brought it to the board. The town committee also approved the resolution on the town level last night, prior to our resolution being passed. There was also an error on the township's side as they only had 4 commissioners listed. Melanie stated the town lawyer should have caught that issue. Discussion ensued about timelines about changes to the budget items.

4. Radio Keys update-

Michelle reported two more Motorola radio keys have arrived. One of the keys is incorrect. Waiting on two more. Spoke to Betsy today who was going to talk to Chief Schmidt about the keys.

5. New members (JJ Schroeck)

- a. Christopher Eastmond- WKFC (unable to attend – in FF1 Class)
- b. Jacob Carrier- NCVFC- brought into speak with the board. All paperwork is completed and he will be approved tonight.

Both guys are ready to go. Michelle reported there have been no further issues with the Police Department in reference to applicants reporting for their background check. Two more members are in the process.

6. LOSAP

Michelle finalized the numbers and the list. All numbers were reviewed with the Chiefs. They have to sign an affidavit. There are 38 qualifying members.

7. RFP Attorney

We have to send an RFP out for a lawyer. Must be put in the paper. Commissioners JC Schroeck and D. Sheldrick will meet with those who return the RFP.

- 8. Gov Deals-** Commissioner Storcks reported due to Chief Steiner's illness and weather issues there was a delay with getting a good day to get the photos. All information is now collected. We never came up with a hard total we would like to see. There are not many vehicles in the range of 1994 being sold. Reached out to multiple 3rd party vendors trying to get a free appraisal for the engine so we have a better idea of what we should expect. Would like to have it up for auction sometime soon. Commissioner Storcks asked the board what price we are looking for? Reserve price? How long should we run it on auction? If it doesn't sell, can we put it on a 3rd party sales page (BrindeeLee Mountain, Command, and Signal 5, where they will post and take a percentage of the sale). Waiting on a free comp estimate from BrindeeLee Mountain so we have a better vision on how much we expect to get. Board agreed on a 7-day auction so we can proceed to other avenues if the truck doesn't sell on the auction site.

9. Inventory

Michelle has not received any inventory reports from any of the fire chiefs. Discussion held about inventories on radios, gear and Scott packs. Then move on to other bigger items going forward. Discussion held about having the fire companies use their incident reporting system for inventory and letting the board have access to see their inventory.

10. Junior firefighter application update

Commissioners received NCVFC information they have used over the years from Chief Steiner. Also met with Lt Sheehan to go over updates, modifications and changes. Commissioner Storcks submitted a draft set of guidelines for the board to review and make comments. Discussion held about other issues such as times, ages, working conditions, etc. Looking for input from the other commissioners. Lawyer Melanie also asked for the board to review the guidelines with the insurance company. Also suggested the earliest a call can be answered be 7am as there are laws in place with the Dept. of Labor.

11. Budget update

Michelle discussed the budget requests from the 3 companies. Discussion ensued. All Commissioners were given print outs of what items were requested and what items are included in the budget. Discussion ensued between board members.

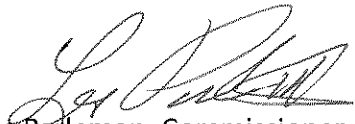
12. Portable Radio findings–

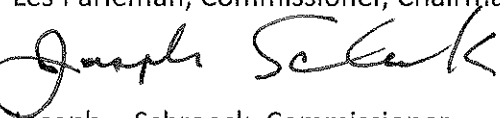
Michelle discussed the status of the portable radios. Harris radios were quoted at over \$11,000; Motorola APX is quoted at \$9,400; and Tait was \$3,700. Michelle and JJ Schroeck reported that the Tait is a public safety radio not a fire safety radio. Motorola complies with the NFPA standards.

Commissioners voted 4-1 to go with Motorola going forward. Commissioner Storcks voted to hold off until more clarification comes from the Chief Spirko who was requesting the change.

At 8:29pm, Commissioner Storcks offered a motion to close the meeting was seconded by Commissioner Scheldrick.

All in favor


Les Parleman, Commissioner, Chairman


Joseph Schroeck, Commissioner,