

April 12, 2023

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

The **WORKSHOP MEETING** was opened by **Chairman Les Parleman** at **6:35PM**. **Chairman Parleman** led the **PLEDGE TO THE FLAG**, followed by a **MOMENT OF SILENCE**. **Chairman Parleman** read 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.

Chairman Parleman called for a ROLL CALL:

Commissioner Parleman	- PRESENT
Commissioner J.C. Schroeck	- PRESENT
Commissioner J.J. Schroeck	- PRESENT
Commissioner Sheldrick	- PRESENT via phone
Commissioner Storcks	- PRESENT
Melanie Appleby, Esq.	- PRESENT
Michelle Barney, QPA	- PRESENT

1. Resolutions-

- a. **2023-011-** Oath of Office to Larry Larsen for Fire Police.
- a. **2023-012-** Executive Session
- b. **2023-013-** Participation in the Hunterdon County Co-op

2. Correspondence –

- a. **Worker's Comp Insurance** –Audit is 100% complete. There was an increase of \$9,700 for the year with new members coming in from last year.
- b. **Insurance Claims-** NCVFC Ladder and WKFC gear claims have been paid. Ladder 2-91 pump was fixed. FF Simone's gear was a loss and will be covered by insurance. Insurance paid most of the bill for the inspection/replacement/repairs.

- c. **Yankees FF appreciation week-** Michelle received a promotion from the Yankees and will have information for those who wish to attend.
3. **District Bylaws-** No update
 4. **LOSAP –**
 - a. Paperwork was received after email was sent. Some items are missing but the majority of the paperwork is in. Les requested that the Presidents be included in future emails so they are aware.
 - b. JJ Schroeck asked about quarterly reports back to the companies for their review. Michelle is in the process of sending them out.
 5. **Co-operative Purchasing-** Hunterdon County Educational Services. No fee to join. Need a resolution to participate with more vendors. Contract needs to be signed by the Fire District and the Co-operative.
 6. **Website-** Michelle reviewed the proposed contract from Chief360. Michelle mentioned that they use a 3rd party vendor to host the website, and is also word press-based. We currently use CityMax who offers the same features as wordpress. Our current site meets the standards of the state laws. She recommended reviewing our current website and look into better features. We can also merge the current Fire District site with the Fire Prevention site on the same page. Michelle asked the fire companies to send pictures and info to be added to the website, but they haven't sent anything in to be posted. Commissioner Storcks asked that we look to improve the current website to help with community outreach. Les and JC suggested building on what we have to improve the website.
 7. **Update on Russia/Belarus Certification**
 - a. New purchasing requirements. Any vendor we buy from for all purchases over \$1,000 including those in the aggregate must send us a certification.
 - b. Michelle sent an email out about not using Amazon for purchases since we cannot get certifications from these small vendors.
 - c. New executive order will be signed in reference to the pay to play law.
 8. **Township Shared Services Program- Residential COO's/Fire Compliance**
 - a. Michelle has a meeting with the Township Administrator on Monday
 - b. Town will stop using the GovOnline program and switching to a new program. If the Fire District gets its own program, it could cost the Fire District \$15,000 per year. We are going to ask to piggyback off the township's program since the town does not do inspections any more.

9. Grant update

Everything is ready to go on our end. Just waiting on Chief Schmidt to update an itemized list of items needed including preventative maintenance issues. These can be paid for by the grant funds. Chief Schmidt is having issues with the original vendor and gave Michelle a new vendor. Boat yards are busy and the current vendor does not have the space to fit our boat.

10. Engine 2-79 (1994 Pierce)

a. Generator is unable to be repaired. We have outstanding money from parts. We were refunded for the labor part of the price.

11. New member applicants

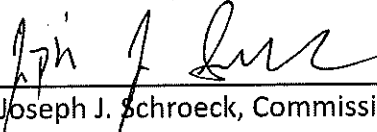
- a. NCVFC - Alexis Lopez from Calt Drive.
- b. NCVFC - Jeff Joyce from Route 36.
 - a. Both applicants were brought in to be introduced to the Fire Commissioners. Both will be presented for approval to the Fire District at the regular meeting tonight.

Commissioner Sheldrick reported over \$9000 in interest so far with the Fire District money being in the new bank.

Commissioner J.C. Schroeck **MOVED THAT THE MEETING BE ADJOURNED**, Commissioner J.J. Schroeck seconded the motion. ALL VOTED IN FAVOR. The workshop meeting was adjourned at 7:31 PM.



Les Parleman, Commissioner, Chairman



Joseph J. Schroeck, Commissioner, Clerk