



**East Amwell Board of Fire Commissioners
District No 1**
P.O. Box 33 Ringoes, NJ 08551
908-782-1436
www.eastamwelltownshipboardoffirecommissioners.org



Resolution # 2024-001
Resolution Authorizing Regular Meeting Schedule

WHEREAS, Public Law 1975, Chapter 231, Section 13, requires a public body to post and maintain posted, to distribute to designated newspapers, and to further file with the Municipal Clerk for the purpose of public inspections, a schedule of the regular meetings of such public body to be held during the calendar year; and

WHEREAS, such schedule of regular meetings is required to contain the location of each meeting, to the extent that it is known, and the time and date of each meeting; and

WHEREAS, Public Law 1975, Chapter 231, Section 3-D, provides that where the annual notice or revisions thereof, in compliance with sections of the subject act, set forth the location, time and date of any meeting, no further action shall be required for such meeting.

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners Township of
East Amwell Fire District Number 1, County of Hunterdon, as follows:

All regular meetings of the Fire Commissioners shall take place at 7:30 PM on the following dates at the Amwell Valley Fire House, Route 579, Ringoes, New Jersey:

Wednesday, January 10, 2024	Wednesday, February 14, 2024
Wednesday, March 13, 2024	Wednesday, April 10, 2024
Wednesday, May 8, 2024	Wednesday, June 12, 2024
Wednesday, July 10, 2024	Wednesday, August 14, 2024
Wednesday, September 11, 2024	Wednesday, October 09, 2024
Wednesday, November 13, 2024	Wednesday, December 11, 2024

A summary of this Resolution shall be published in The Hunterdon County Democrat.

A certified copy of this Resolution shall be filed with the Township Clerk and shall be posted on the official bulletin board of the Commissioners.



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Commissioner	YES	NO	Absent	Abstain
Craig Bailey	✓			
John Chiesa	✓			
Marc LaRowe			x	
Paul Carlucci	✓			



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Resolution # 2024-002
Resolution Designating Official Newspapers

WHEREAS the Board of Fire Commissioners Township of East Amwell District Number One, County of Hunterdon, must, by statutory law, publish various items in order to comply with said requirements of statutory law:

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners Township of East Amwell District Number One, County of Hunterdon that the Hunterdon County Democrat and the Trenton Times be designated as the official newspapers in which the Commissioners will publish all required notices or other items during the 2024 year pursuant to New Jersey Statutes unless said New Jersey statutory law otherwise mandates that another newspaper be used for said publication.

Commissioner	YES	NO	Absent	Abstain
Craig Bailey	✓			
John Chiesa	✓			
Marc LaRowe			X	
Paul Carlucci	✓			



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Resolution # 2024-003

Resolution 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

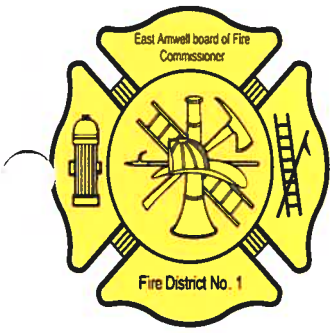
WHEREAS, Subchapter 3, Section 5:31-3.1(a) provides that the governing body shall, by resolution passed by not less than a majority of the full membership, adopt a cash management plan, which shall include the designation of a depository, the State of New Jersey Cash Management Fund or a public depository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

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners Township of East Amwell, County of Hunterdon, that:

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 PNC Bank, Northfield Bank, TD Bank or their successors, and that

The Treasurer is designated as Custodian of all funds and is directed to invest all funds in interest bearing accounts.

Commissioner	YES	NO	Absent	Abstain
Craig Bailey	✓			
John Chiesa	✓			
Marc LaRowe			X	
Paul Carlucci	✓			



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Resolution # 2024-004
RESOLUTION 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 Board of Fire Commissioners Township of East Amwell District Number 1, County of Hunterdon, deem it necessary to provide bonding for the Chairman, Vice Chairman, Treasurer and Secretary of the Fire District as said Treasurer is responsible for the handling of funds for the fire district and all members are listed as signatories,

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners Township of East Amwell District Number 1, County of Hunterdon, as follows:

All members of the Commission shall each be bonded in the amount of \$50,000.00.

Commissioner	YES	NO	Absent	Abstain
Craig Bailey	✓			
John Chiesa	✓			
Marc LaRowe			X	
Paul Carlucci	✓			



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Resolution # 2024-005
RESOLUTION AUTHORIZING APPOINTMENT OF AUDITOR

WHEREAS, there exists a continuing need for certain auditing services to be provided to the Board of Fire Commissioners Township of East Amwell District Number 1, County of Hunterdon, 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 calendar year 2024; 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 professional service; and

WHEREAS, the Resolution providing for the awarding of a contract for 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 Board of Fire Commissioners Township of East Amwell District Number 1, County of Hunterdon, as follows:

The firm Bedard, Kurowicki & Company is hereby appointed for assistance in preparation of the 2025 budget, to audit the 2023 records and provide services to the Commissioners and necessary documentation consistent with the requirements and 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.

Notice of this contract shall be published in the Hunterdon County Democrat.

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



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Commissioner	YES	NO	Absent	Abstain
Craig Bailey	✓			
John Chiesa	✓			
Marc LaRowe			✓	
Paul Carlucci	X			

CONTRACT FOR PROFESSIONAL ACCOUNTING AND AUDITING
SERVICES FOR THE YEAR 2024

THIS AGREEMENT, entered into as of January 1, 2024, by and between the Governing Body of the East Amwell Township Fire District No. 1, County of Hunterdon, and State of New Jersey, (hereinafter referred to as District) and BKC, CPAs, PC (hereinafter referred to as Auditor):

WHEREAS, the District desires to engage the Auditor to render certain auditing and accounting services in connection with such undertakings of the District: and

WHEREAS, the Auditor is desirous of providing the services set forth herein

NOW THEREFORE the parties do mutually agree as follows:

1. **Scope of Services:** The Auditor shall perform all the accounting and auditing services for the District under the contract as specified herein:
 - a) Performance of the 2023 statutory audit.
 - b) Assistance in the preparation and adoption of the 2024 annual budget.
 - c) Performance of the 2023 LOSAP audit.

The District shall furnish the following data and information to the Auditor. Any and all data and information the District might have had, has, or will have that will aid the Auditor in the performance of his duties.

2. **Time Performance:** The services of the Auditor shall commence January 1, 2024.
3. **Compensation:** The consideration to be paid for professional services covered by this contract reflected in "scope of services" will be \$11,400.
4. **Compensation:** The consideration for extraordinary services to be paid for the professional services covered by this contract shall be invoiced in accordance with the following schedule (excluding litigation related services). Fees will be charged in accordance with the responsibility of the staff assigned.

<u>Staff</u>	<u>Hourly Rate</u>
Shareholder	\$ 275
Principal	235
Manager	155 - 175
Senior	145
Staff Accountant	95 - 115
Para-Professional/Administrative	85

5. Method of Payment: The compensation will be paid as invoiced and after the approval at a public meeting of the Governing Body of duly verified and signed vouchers.
6. Thirty-Day Notice for Cancellation: Either party with thirty (30) day notice to the other party may cancel the agreement without cause. The notice must be in writing and sent certified mail, return receipt requested. The termination will occur thirty (30) days from the date that the return receipt was signed. All billable charges and products will be honored to the date of the contract's termination without prejudice.
7. Affirmative Action: The District and Auditor hereby incorporate into this contract the mandatory language of Subsection 3.4 (a) and the mandatory language of Section 5.3 of the Regulations promulgated by the Treasurer of the State of New Jersey pursuant to PL 1975, Chapter 127, as amended and supplemented from time to time, and the Auditor agrees to comply fully with the terms, the provisions and the conditions of Subsection 3.4 (a) and of Section 5.3, provided that Subsection 3.4 (a) shall be applied subject to the terms of Subsection 3.4 (d) of the Regulations.

IN WITNESS WHEREOF, the Governing Body of the East Amwell Township Fire District No. 1 and the Auditor have executed this Agreement as of the date first above written.

Attest:



Treasurer

Governing Body of
East Amwell Fire District

By: 

Chairman

Michael A. Holk

By: 

Michael A. Holk, Shareholder



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Resolution # 2024-006
RESOLUTION AUTHORIZING APPOINTMENT OF ATTORNEY

WHEREAS, there exists a continuing need for legal services to be provided to the Commissioners of Fire District Number 1 in the Township of East Amwell, County of Hunterdon, 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 2024; 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 professional service; and

WHEREAS, the subject Resolution providing for the awarding of a contract relative to professional service 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 Number 1, in the Township of East Amwell, County of Hunterdon, as follows:

1. Richard M. Braslow, Esq. 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. Notice of this contract shall be published in The Hunterdon County Democrat.
3. This Resolution and the notice of award of contract shall be available for public inspection.



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Commissioner	YES	NO	Absent	Abstain
Craig Bailey	✓			
John Chiesa	✓			
Marc LaRowe			X	
Paul Carlucci	✓			



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**Resolution # 2024-007
RESOLUTION 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 on the Fire District and signed by the officers as designated in the Resolution, and

WHEREAS, Subchapter 4, Section 5:31-4.2 further provides that the Commissioners, at their Annual Reorganization meeting, designate by resolution, the individuals whose signatures shall 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 compensation for services shall be paid.

NOW THEREFORE BE IT RESOLVED by the Commissioners of Fire District Number 1, in the Township of East Amwell, County of Hunterdon, as follows:

1. The checks issued by the Commissioners for payment of claims shall be signed by the Chairman or Vice Chairman, Treasurer and countersigned by one other Commissioner in order that the Commissioners comply with the rules and regulations as promulgated by the Local Finance Board as set forth herein. In the event that the Chairman or Treasurer is unable to sign, then the Secretary or another Commissioner shall sign.
2. The Treasurer, Secretary, and LOSAP Administrator shall each be compensated for services annually in the amount of \$599.00.



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Craig Bailey	✓			
John Chiesa	✓			
Marc LaRowe			X	
Paul Carlucci	✓			