

THE COMMISSIONERS OF FIRE DISTRICT NO. 2,
BOROUGH OF TINTON FALLS, COUNTY OF MONMOUTH, NJ

November 6, 2014

Minutes

Workshop

District President Butch Neis called the Workshop Meeting of the Commissioners to order at 7:08 PM.

In accordance with the Open Meeting Act, Mr. Neis read the following statement: "Adequate notice of this meeting has been provided in accordance with the Open meeting Act by the adoption of a schedule of meetings and notice thereof being posted in the municipal building, being filed with the Municipal Clerk, and being transmitted to the Coaster and the Hub all within 48 hours of this meeting."

All Commissioners were present at roll call (A. "Butch" Neis, T. Anderson, P. Maclearie, J. Eastmead, and B. Tobin).

Mrs. Eastmead advised that she was gathering a list of all Life Members from both District fire companies so we can get a quote together for a Life Insurance policy to replace our former policy. She expected to have all of the names together by the December meeting.

Mr. Tobin asked if we would consider outsourcing the Treasurer role due to the sheer volume of work. The Commissioners asked Mr. Walling, our accountant, and Mr. Braslow, our attorney, to recommend some accounting/treasurer folks they know who would understand how to handle the role.

TFFC #1 Assistant Chief Aaron Lay asked if we could create an electronic purchase order. Mr. Maclearie said it could be done. We were advised against using the Borough or District 1 program as both are too complicated.

Mr. Maclearie advised that there have been some changes in the budget process due to new state regulations. Mr. Oliver Walling III, CPA, accountant to the District, discussed the changes in detail and answered multiple questions. He then gave each commissioner state-required disclosure forms, explaining them step-by-

step. We filled out the forms, signed them, and gave the forms back to Mr. Walling for submission to the State. Our budget will not be accepted and/or approved by the State of NJ without these forms being completed.

No other business was conducted and the meeting was closed at 7:44 PM on a motion made by Mrs. Eastmead, a 2nd by Mr. Anderson, all present were in favor when the vote was taken.

Brendan Tobin
Secretary, TF Fire Dist. #2