

**Iselin District #11**  
**Board of Fire Commissioners**  
**January 12, 2022**  
**Minutes**

In accordance with the Public Open Meeting Act, all provisions have been met by our annual announcement in The Star Ledger.

The meeting was called to order by Commissioner Steve Freeman on January 12, 2022 at 7:00 p.m. Roll call was taken. Commissioners in attendance: Freeman, Sankdlev, Lisoski, Karlin and Smith. Also in attendance were Chief Ryan Malheiro, Fire Official Helge Nordveit, President Craig McKenzie, Vice President Tom Landherr, 2<sup>nd</sup> Captain Soletti, 1<sup>st</sup> Lt. Fatima Manzoor and 2<sup>nd</sup> Lt. John Zairopoulos.

A motion was made by Commissioner Sandklev to approve the minutes from the December 8, 2021 meeting. The motion was seconded by Commissioner Karlin.

### **Chief's Report**

Chief Ryan Malheiro provided the monthly report to the Board.

**Report Items:**

1. 32 calls for the month; two members were low on percentages
2. One new recruit in the pipeline waiting on medical; received another that the Chief will be reaching out to tomorrow
3. Chief congratulated new officers on their new positions

**Action Items:**

None

### **Fire Official's Report**

Fire Official Nordveit provided his monthly report to the Board.

**Report Items:**

1. Statistics: 9 Life Hazard and 15 Non-Life Hazard Inspections
2. Fire Inspector Drana will be handing in his resignation
3. Bureau vehicles running well
4. Agreement for the Fire connection to be moved from the AD to the DA corner at 1430 Oak Tree for renovation work to be done in the front of the building
5. District 5 working on new fire center gauge
6. Working on 2022 Annual Division of Fire Safety Self-Assessment report
7. Priority for this year is to catch up on the Region 2 inspections
8. Notified Middlesex Water Company about problem with mail and not being notified of hydrants that do not drain among other issues; they stated the problem has been corrected.

**Action Items:**

None

## Bills

Motion made by Commissioner Sandlev to pay all bills; seconded by Commissioner Lisoski. All Commissioners in favor.

## Communications

1. Letter from Civil Services regarding appointment for Helge Nordveit; certification form has been completed and returned
2. Mark Farese has stepped down as President, resigned as houseman and retired as an active firefighter
3. OSHA Workers Comp report given to Ron Lisoski to be complete

## Alarms & Pagers

Steve Freeman provided his monthly report to the Board.

Report Items:

1. Fire alarm inspections completed at both buildings; should be receiving reports

Action Items:

None

## House Report

Steve Freeman provided the monthly report to the Board.

Report Items:

1. Met with electrician for generator install; ready to go when it gets warmer
2. Small incident with Handicap bathroom; has been addressed
3. New Salt and ice spreader purchases

Action Items:

1. Full cleaning to be done for election
2. House 2 bathroom light needs sensor replaced; Steve to address
3. Committee responsibilities to be posted
4. Sub-station ceiling needs sheet rock replaced

## Truck Report

Scott Smith provided the monthly report to the Board.

### Report Items:

1. Ladder body work has been completed
2. 11-3 and Rescue check engine lights – has been addressed

### Action Items:

1. Battery history to be checked to see if any need to be replaced
2. Scott to work with Ryan to schedule hose testing

## Joint Board

Steve Freeman provided his monthly report to the Board.

### Report Items:

1. Five rescue boats to be gotten through the Joint Board to be strategically placed throughout the township
2. Some Districts having problems getting their budgets to go through because of new auditors in the State
3. First Aid Squads facing problems with low members; maybe use first responders for driving purposes
4. EMT recertification through the township

### Action Items:

None

## Unfinished Business

Nothing to report

## New Business

1. New Run Card to be out on Monday
2. The following Resolutions were read and adopted:
  - a. 2022 Adopted Budget & Adoption Certificate – Read and voted on unanimously
  - b. Resolution 01122022-1 – Appointment of Auditor for the 2022-2023 Year
  - c. Resolution 01122022-2 – Authorizing Approval and Payment of Claims
  - d. Resolution 01122022-3 – Designation of Official Newspapers for Publications for the 2022-2023 Year
  - e. Resolution 011222-4 – Appointment of Accountant for the 2022-2023 Year
  - f. Resolution 01122022-5-1 – Appointment of Attorney for the 2022-2023 Year
  - g. Resolution 01122022-5.2 – Appointment of Attorney for the 2022-2023 Year
  - h. Resolution 01122022-6 - Adoption of Cash Management Plan
  - i. Resolution 01122022-7 – Authorizing Regular Meeting Schedule for the 2022-2023 Year
  - j. Resolution 01122022-8 – Appointment of Fire Official for the 2022-2023 Year
  - k. Resolution 01122022-9 – Appointment of Engineer for the 2022-2023 Year
  - l. Resolution 01122022-10 – Appointment of Secretary for the 2022-2023 Year
  - m. Resolution 01122022-11 – Appointment of Fire Inspector for the 2022-2023 Year
  - n. Resolution 1-1-22 – Mutual Service Agreement for 2022

## Treasurer's Report

1. Cash Balance = \$2,049,391.45
2. \$80,474.21 in disbursements for the month
3. 2022 Budget has been approved by the State
4. Ron is working on ACH payments for bills
5. February is the last month for Commissioners to submit invoices for 2021 payments
6. Ryan asked for the Chief's Budget amount so he can put together a list of items to purchase
7. Question passed for new engine on Dec 15<sup>th</sup>; went into the budget and will be a question on the ballot

Meeting adjourned - 7:25 pm



# 2022 ADOPTED BUDGET RESOLUTION

Woodbridge Township FD No. 11

**FISCAL YEAR: January 1, 2022 to December 31, 2022**

WHEREAS, the Annual Budget for the Woodbridge Township FD No. 11 (the 'Fire District') for the fiscal year beginning January 1, 2022 and ending December 31, 2022 has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of January 12, 2022; and

WHEREAS, the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the adopted budget is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et seq.); and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$2,552,649.00 which includes amount to be raised by taxation of \$1,430,176.00, and Total Appropriations of \$2,552,649.00; and

WHEREAS, an election shall be held annually on the third Saturday of February in each established fire district to determine the amount to be raised by taxation for the ensuing year;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District at an open public meeting held on January 12, 2022 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2022 and ending December 31, 2022 is hereby adopted and, shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$2,552,649.00, which includes amount to be raised by taxation of \$1,430,176.00, and Total Appropriations of \$2,552,649.00; and

BE IT FURTHER RESOLVED, that the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

BE IT FURTHER RESOLVED, that an annual election shall be held on the third Saturday of February to determine the amount to be raised by taxation for the ensuing year. The results of which shall be subsequently certified to the Division and the Municipal Assessor.

  
(Secretary's Signature)

1-12-22  
(Date)

## Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Steven Freeman	✓			
Thomas Karlin	✓			
Ronald Lisoski	✓			
Roy Sandklev	✓			
Scott Smith	✓			

# 2022 ADOPTION CERTIFICATION

Woodbridge Township FD No. 11

## FIRE DISTRICT BUDGET

**FISCAL YEAR: January 1, 2022 to December 31, 2022**

It is hereby certified that the Fire District Budget annexed hereto is a true copy of the Budget adopted by the Board of Commissioners of the Fire District, pursuant to N.J.A.C. 5:31-2.4, on January 12, 2022.

<b>Officer's Signature:</b>			
<b>Name:</b>	Thomas Karlin		
<b>Title:</b>	Secretary		
<b>Address:</b>	20 Auth Ave. Iselin, NJ 08830		
<b>Phone Number:</b>	732-754-5948	<b>Fax:</b>	732-527-0507
<b>E-mail address:</b>	tkarlin@iselinfire.org		

**THE COMMISSIONERS OF FIRE DISTRICT NO. 11  
IN THE TOWNSHIP OF WOODBRIDGE, COUNTY OF MIDDLESEX**

**Resolution # 01122022-1**

**Authorizing Appointment of Auditor  
for the 2022-2023 Year**

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WHEREAS, there exists a continuing need for certain auditing services to be provided to the Commissioners of Fire District No. 11 in the Township of Woodbridge, 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 2022-2023 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, 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. 11 in the Township of Woodbridge, County of Middlesex, as follows:

(1) is hereby appointed to provide auditing services to the Commissioners together with assistance in preparation of the 2023 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) This resolution and the notice of award of contract shall be available for public inspection.



**THE COMMISSIONERS OF FIRE DISTRICT NO. 11  
IN THE TOWNSHIP OF WOODBRIDGE, COUNTY OF MIDDLESEX**

**Resolution # 01122022-2**

**Authorizing Approval and Payment of Claims**

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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 governing body chairman, 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 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 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. 11, in the Township of Woodbridge, County of Middlesex, as follows:

(1) The checks as issued by the Commissioners for payment of claims shall be signed by the President, 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 and as set forth 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 shall be in accordance with individual employment contracts. The Commissioners' salaries shall be paid as determined by the Commissioners.

**THE COMMISSIONERS OF FIRE DISTRICT NO. 11  
IN THE TOWNSHIP OF WOODBRIDGE, COUNTY OF MIDDLESEX**

**Resolution # 01122022-3**

**Designation of Official Newspapers for  
Publications for the 2022-2023 Year**

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WHEREAS, the Commissioners of Fire District No. 11 in the Township of Woodbridge, 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 2022-2023 year.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 11, in the Township of Woodbridge, County of Middlesex, as follows:

(1) The official newspapers in which the Commissioners will publish all required notices or other items during the 2022-2023 year pursuant to New Jersey statutes shall be *Star Ledger* and/or *Home News Tribune*, 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. 11  
IN THE TOWNSHIP OF WOODBRIDGE, COUNTY OF MIDDLESEX**

**Resolution #011222-4**

**Authorizing Appointment of Accountant  
for the 2022-2023 Year**

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WHEREAS, there exists a continuing need for certain accounting services to be provided to the Commissioners of Fire District No. 11 in the Township of Woodbridge, 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 2022-2023 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, 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. 11 in the Township of Woodbridge, County of Middlesex, as follows:

- (1) ***Michael Klepchick*** 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. 11  
IN THE TOWNSHIP OF WOODBRIDGE, COUNTY OF MIDDLESEX**

**Resolution # 01122022 – 5-1**

**Authorizing Appointment of Attorney  
for the 2022-2023 Year**

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WHEREAS, there exists a continuing need for legal services to be provided to the Commissioners of Fire District No. 11 in the Township of Woodbridge, County of Middlesex, 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 2022-2023; 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 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 Contract 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. 11 in the Township of Woodbridge, County of Middlesex, 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) This resolution and the notice of award of contract shall be available for public inspection.

**THE COMMISSIONERS OF FIRE DISTRICT NO. 11  
IN THE TOWNSHIP OF WOODBRIDGE, COUNTY OF MIDDLESEX**

**Resolution # 01122022 – 5-2**

**Authorizing Appointment of Attorney  
for the 2022-2023 Year**

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WHEREAS, there exists a continuing need for legal services to be provided to the Commissioners of Fire District No. 11 in the Township of Woodbridge, County of Middlesex, 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 2022-2023; 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 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 Contract 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. 11 in the Township of Woodbridge, County of Middlesex, as follows:

(1) ***Lane Biviano, 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) This resolution and the notice of award of contract shall be available for public inspection.



**THE COMMISSIONERS OF FIRE DISTRICT NO. 11  
IN THE TOWNSHIP OF WOODBRIDGE, COUNTY OF MIDDLESEX**

**Resolution #01122022-6**

**Adoption of Cash Management Plan**

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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. 11 in the Township of Woodbridge, 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 TD Bank, N.A.

**THE COMMISSIONERS OF FIRE DISTRICT NO. 11  
IN THE TOWNSHIP OF WOODBRIDGE, COUNTY OF MIDDLESEX**

**Resolution # 01122022 - 7**

**Authorizing Regular Meeting Schedule  
for the 2022-2023 Year**

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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 Commissioners of Fire District No. 11 in the Township of Woodbridge, County of Middlesex, as follows:

(1) All regular meetings of the Commissioners shall take place on the Second and Fourth Wednesday of every month at 7 p.m. at the Iselin Firehouse, 20 Auth Avenue, Iselin, New Jersey.

(2) A summary of this resolution shall be sent to The Home News and Tribune and/or The Star Ledger.

(3) A summary of this resolution shall be posted and shall be maintained on the official bulletin board of the Township of Woodbridge, shall be posted on the official bulletin board of the Commissioners, and shall also be kept on file by the Municipal Clerk for purposes of public inspection.

**THE COMMISSIONERS OF FIRE DISTRICT NO. 11  
IN THE TOWNSHIP OF WOODBRIDGE, COUNTY OF MIDDLESEX**

**Resolution #01122022-8**

**Appointment of Fire Official  
For 2022-2023 Year**

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WHEREAS, the Commissioners are desirous of making an appointment of a Fire Official for the 2022-2023 year.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 11 in the Township of Woodbridge, County of Middlesex, as follows:

- (1) ***Helge Nordtveit*** is hereby appointed to the position of Fire Official for the 2022-2023 year for Fire District No. 11 in the Township of Woodbridge.

This resolution and the notice of the appointment shall be available for public inspection.

**THE COMMISSIONERS OF FIRE DISTRICT NO. 11  
IN THE TOWNSHIP OF WOODBRIDGE, COUNTY OF MIDDLESEX**

**Resolution #01122022-9**

**Appointment of Engineer  
For 2022-2023 Year**

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WHEREAS, the Commissioners are desirous of making an appointment of an Engineer for the 2022-2023 year.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 11 in the Township of Woodbridge, County of Middlesex, as follows:

- (1) ***Paul Silletti Jr.*** is hereby appointed to the position of Engineer for the 2022-2023 year for Fire District No. 11 in the Township of Woodbridge.

This resolution and the notice of the appointment shall be available for public inspection.

**THE COMMISSIONERS OF FIRE DISTRICT NO. 11  
IN THE TOWNSHIP OF WOODBRIDGE, COUNTY OF MIDDLESEX**

**Resolution #01122022-10**

**Appointment of Secretary  
For 2022-2023 Year**

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WHEREAS, the Commissioners are desirous of making an appointment of a Secretary for the 2022-2023 year.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 11 in the Township of Woodbridge, County of Middlesex, as follows:

- (1) ***Karen Hackett*** is hereby appointed to the position of Secretary for the 2022-2023 year for Fire District No. 11 in the Township of Woodbridge.

This resolution and the notice of the appointment shall be available for public inspection.

**THE COMMISSIONERS OF FIRE DISTRICT NO. 11  
IN THE TOWNSHIP OF WOODBRIDGE, COUNTY OF MIDDLESEX**

**Resolution #01122022-11**

**Appointment of Fire Inspector  
For 2022-2023 Year**

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WHEREAS, the Commissioners are desirous of making an appointment of a Fire Inspector for the 2022-2023 year.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 11 in the Township of Woodbridge, County of Middlesex, as follows:

- (1) **Ryan Malheiro** is hereby appointed to the position of Fire Inspector for the 2022-2023 year for Fire District No. 11 in the Township of Woodbridge.

This resolution and the notice of the appointment shall be available for public inspection.



RESOLUTION 1-1-22

At a meeting of the Board of Fire Commissioners, Fire District No.11-Iselin, held on Wednesday, January 12, 2022, the following resolution was unanimously adopted:

BE IT RESOLVED, that the Board of Fire Commissioners, Fire District No.11-Iselin enter into a Mutual Service Agreement with the Iselin Chemical Hook & Ladder Volunteer Fire Co., Inc., effective January 1, 2022, to provide for fire suppression and related services for the term of one (1) year commencing January 1, 2022, and terminating December 31, 2022 for the sum of Three Hundred and Fifty Seven Thousand Dollars (\$357,000.00).

BE IT FURTHER RESOLVED, that the President and Secretary of the Board of Fire Commissioners, Fire District No. 11-Iselin be and they are hereby empowered to enter into, execute, affix the corporate seal, and deliver any and all documents necessary to carry out the intention of this resolution.

Dated: January 12, 2022

A handwritten signature in black ink, appearing to read "Thomas Karlin", with a horizontal line drawn underneath it.

Thomas Karlin  
Clerk of the Board

## MUTUAL SERVICE AGREEMENT for 2022

THIS AGREEMENT, made and entered into this Twelfth Day of January, 2022;

BETWEEN:

BOARD OF FIRE COMMISSIONERS, FIRE DISTRICT NO. 11-ISELIN, WOODBRIDGE TOWNSHIP,  
a body corporate and politic of the State of New Jersey

maintaining its principal headquarters at 20 Auth Avenue, Iselin, in the Township of Woodbridge, in the County of Middlesex, and State of New Jersey; party of the first part, hereinafter referred to as "The Board",

AND:

ISELIN CHEMICAL HOOK & LADDER VOLUNTEER FIRE CO., INC.,  
a non-profit corporation of New Jersey,

maintaining its headquarters at 20 Auth Avenue, Iselin, in the Township of Woodbridge, in the County of Middlesex, and State of New Jersey, party of the second part, hereinafter referred to as "The Company",

WITNESSETH:

In consideration of the mutual covenants and promises herein contained and undertaken;

IT IS AGREED and REPRESENTED by and between the parties hereto as follows:

### ARTICLE I

1. This Indenture of Agreement shall be known as the Fire District No. 11-Iselin Mutual Service Agreement.
2. The parties hereto are the Board of Fire Commissioners, Fire District No.11- Iselin and the Iselin Chemical Hook & Ladder Volunteer Fire Co., Inc., bodies corporate of the State of New Jersey.
3. This Indenture of Agreement is authorized by N.J.S.A. 40A:11-10 et seq., N.J.S.A. 40A:14-7 et seq., and N.J.S.A. 40A:14—70.1(b), to take effect on January 1, 2022, subject to and in accordance with the terms and provisions of paragraph four (4) hereinafter set forth and shall expire December 31, 2022.
4. This Indenture of Agreement shall not become effective until authorized by resolutions adopted by a majority vote of the Board and the members of The Company, both of the parties hereto, at a regular or special meeting of The Board and The Company, held in accordance with the constitution and by-laws of the respected parties hereto, and in accordance with all applicable laws of the State of New Jersey in such cases made and provided.



## ARTICLE II

5. The Board hereby agrees to exclusively retain, engage, employ, hire, and utilize the services of The Company for the purpose of providing protection against loss of life and property by fire, including but not limited to, fire prevention, fire suppression, fire education and training, and miscellaneous services of every nature, kind and description and all related activities thereto, both direct and indirect, within the geographical boundaries of Fire District No. 11-Iselin for and during the term of this Indenture of Agreement.
6. The Company hereby agrees to provide, furnish, supply, and deliver the services of The Company for the purpose of providing protection against loss of life and property by fire, including but not limited to fire prevention, fire suppression, fire instruction, education, and training, and miscellaneous services of every nature, kind, and description and all related activities thereto, both direct and indirect, within the geographical boundaries of Fire District No. 11-Iselin for and during the term of this Indenture of Agreement.
7. The Board agrees to pay the sum of Three Hundred and Fifty Seven Thousand Dollars (\$357,000.00) to The Company for the services hereinbefore set forth in paragraphs five (5) and six (6) of this Indenture of Agreement during the existence thereof and The Company agrees to provide the said services for said sum.
8. The Board further agrees to purchase, furnish, and supply, at its own cost and expense, the facilities to house fire engines, fire trucks, ladder trucks, support vehicles, rescue trucks, pumpers, and other Fire District vehicles, together with all of the equipment and supplies, of every nature, kind, and description, including but not limited to, fire engines, fire trucks, ladder trucks, pumpers, chief's car, rescue trucks, radio equipment, walkie-talkies, pagers, alarm systems, generators, breathing equipment, fire-fighting protective clothing, computers and all necessary and related software, hoses, tools, and all and any other equipment, related, directly or indirectly, to the activities of The Company in carrying out the intent and purpose of this Indenture of Agreement, subject only to: (1) the approval by a majority vote of The Board, subsequent to a request for such equipment from The Company, (2) the approval of the budget by the legal votes of Fire District No. 11-Iselin, and (3) the contract, budget, and bidding laws of the State of New Jersey.

## ARTICLE III

9. The parties hereto, acting jointly as to all matters included within the purview of this Indenture of Agreement, shall operate as a single entity and shall be referred to as the Board of Fire Commissioners, Fire District No. 11-Iselin.
10. The parties hereto may adopt or amend constitutions and by-laws, from time to time, to govern the operation of The Board and The Company to implement and carry out the intent and purpose of this Indenture of Agreement. A current and complete set of by-laws shall be maintained by the Clerk of The Board and the Secretary of The Company.

11. Any and all approvals or authorizations that may be necessary or required to implement and carry out the intent and purpose of this Indenture of Agreement shall become effective upon a majority vote of The Board and The Company voting separately in accordance with each of the party's constitution and by-laws and subject to the provisions of the laws of the State of New Jersey in such cases made and provided, and, subject to said vote, the officers of The Board and The Company be and they are hereby authorized and empowered to execute and deliver any and all documents that may be required or that are necessary to implement and carry out the intent and purpose of this Indenture of Agreement.
12. Meetings of The Board and The Company shall be held monthly on a date to be set forth in the by-laws and in accordance with the Open Public Meetings Act, and all notices promulgated pursuant thereto, provided however, that any meeting may be canceled for lack of a quorum, or by concurrent resolutions adopted by both of the parties hereto, by a majority vote of the Board and Company. Special meetings may be called either by the same method or by the joint call of the President of The Board and the President of The Company.
13. A quorum at any meeting shall consist of three (3) members of The Board and The Company. A majority of those present and voting shall constitute majority approval of The Board and The Company.
14. The Board shall have the sole and exclusive authority to approve all volunteer firefighters, appoint all officers of The Company. and shall have exclusively all powers incidental thereto.
15. The Board shall have the sole and exclusive authority to establish and operate the Bureau of Fire Prevention, the Office of Fire Marshall, and to and to appoint all personnel thereto.
16. The Board shall have 'such additional exclusive power and authority as is necessary to supervise, direct, operate, maintain, and control all fire district activities and services in Fire District No. 11-Iselin, including but not limited to the ownership and leasing of real property, operation of the fire training activities, ownership and maintenance of all fire apparatus and equipment, leasing of space for activities under the Board's supervision, and purchase and sale of all personal property. Generally, The Board exclusively shall have all of the powers and authority as are granted and conferred upon it by N.J.S.A. 40A: 14-1, et seq., and all amendments and supplements thereto.
17. In the event any provision of this Indenture of Agreement shall be in conflict with any of the applicable laws of the State of New Jersey appertaining thereto, the said provision shall be null and void and of no force and effect, and all provisions not affected by such conflict shall remain in full force and effect. laws of the respective parties hereto, and in accordance with all applicable laws of the State of New Jersey in such cases made and provided.
18. Unless otherwise provided by statute or in the by-laws, The Board and The Company shall act only by resolution duly adopted as hereinbefore set forth.

19. The Board's checking bank account shall be used for the purpose of receiving and disbursing the funds hereinbefore provided for. All disbursements shall be made by check only and upon proper vouchers prepared, submitted, and approved in accordance with all applicable statutes and laws. All checks must be signed by two (2) Board members.
20. The Board and The Company are hereby authorized and empowered to retain an attorney, an accountant, and an auditor and such other professional staff as is reasonably required or necessary to carry out the intent and purpose of this Indenture of Agreement.
21. The specific powers and authorities set forth herein are included by way of specification and not in limitation thereof, and this Indenture of Agreement shall be so liberally construed.

IN WITNESS WHEREOF, The Board and The Company have caused their corporate seals to be hereto affixed and attested by their Secretary, and these presents to be signed by their President the day and year first above written.

BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO. 11-ISELIN

ATTEST:

By: Thomas J. Karlin  
Thomas Karlin, Secretary

By: Steven Freeman  
Steven Freeman, President

ISELIN CHEMICAL HOOK & LADDER  
VOLUNTEER FIRE COMPANY, INC.

ATTEST:

By: Steven Freeman  
Steven Freeman, Secretary

By: Craig MacKenzie  
Craig MacKenzie, President