

**September 29, 2022**

**Hazlet Fire District Office  
812 Poole Ave., Suite A  
Hazlet, NJ 07730**

The **WORKSHOP MEETING** was opened by **Chairman Parleman** at **7:00pm**. **Chairman Parleman** led the **PLEDGE TO THE FLAG**, followed by a **MOMENT OF SILENCE**.

Commissioner Parleman read the opening statement to start the meeting.

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 September 26, 2022 advance written notice of this meeting was posted at Town Hall, 1766 Union Avenue, Hazlet, NJ;

On September 26, 2022 advance written notice of this meeting was sent to the Asbury Park Press; and

Copies of the advance written notice were mailed to all persons who requested and paid for such notice.

**Chairman Parleman** called for a **ROLL CALL**:

Commissioner J. Schroeck	- PRESENT (via zoom)
Commissioner C. Schroeck	- PRESENT
Commissioner Lopez	- ABSENT
Commissioner Parleman	- PRESENT
Commissioner Sheldrick	- PRESENT (via zoom)
Rich Braslow	- ABSENT
Neil Braslow	- ABSENT
Michelle Barney, QPA	- PRESENT
Frank Oliva, Jr., Secretary	- ABSENT

**(1) Update from DCA-** QPA, M. Barney informed the board of a workshop webinar/meeting she attended presented by DCA, regarding budget, Local Finance Board, regarding capital purchases, and the Ethics Board, regarding upcoming elections

- a. Budgets will be uploaded via NJ FAST, same as last year
- b. There are additional, forms/pages/narratives required for the 2023 budget, including detailed equipment purchases, details of any line item to exceed \$50,000
- c. PERS will be posting an estimate increase for 2023, actual will not be available
- d. Reminder regarding capital purchase requirements
- e. Local Finance Board, discussed applications and changes for applications to approve future capital purchases
  - i. The rules will become more stringent with the rising cost of apparatus, including proof of fiscal/financial planning, proof of need to responding district, proof that replacement apparatus has exceeding its lifetime, including maintenance records, age, manpower, etc.
- f. Ethics Board, reminder that the Local Government Ethics Law applies all officers, employees and Admin., of any fire district.
  - i. All Fire Commissioners are to be familiar with LGEL
  - ii. The Ethics Board has decided that serving as Commissioner of a Fire District while serving as an elected or ranking officer in a fire company within the same district would violate N.J.S.A. 40A:9-22d and e.

- (2) **CAPITAL PURCHASE-** Discussion regarding Chief's meeting with Commissioner J.J. Schroeck, Commissioner D. Sheldrick, and QPA Michelle Barney.
- a. The Chief's and Commissioners at this meeting decided to wait on purchase of SCBA's and will discuss for future budget
  - b. Captain Steiner presented to Commissioner J.J. Schroeck, Commissioner D. Sheldrick, and QPA M. Barney, a request for extrication tools for NCVFC Rescue truck, explaining the ones now are outdated and need replacement.
  - c. The board discussed future capital purchases, such as apparatus, ladder or pumper replacement, SCBA, and the request for extrication tools.
    - i. Discussion of the process, end of existing leases, cost, timeframe, process and investigation of need to determine when to purchase
  - d. The Board has decided to move forward with the purchase of the extrication tools for the 2023 budget
    - i. A hearing will be held at the October 19 meeting, not to exceed \$80,000 the purchase includes training
    - ii. Discussion of selling the outdated equipment
- (3) **2023 BUDGET-** QPA, M. Barney presented to the board a preliminary budget proposal from the Fire Companies, discussed equipment requested, updates to required testing, increase in maintenance budget as increase of inflation, fuel cost, and the additional cost of hydrants, to increase in excess of \$60,000 annually.
- a. QPA M. Barney, advised the board that they can increase the amount for future capital purchase, from \$250,000 to \$350,000 by using the unrestricted fund and not increasing any debt to the tax payers.
    - i. The board agreed to increase the amount.
  - b. The 2023 budget will not exceed the required to 2% cap levy, no referendum is required.

Commissioner Leslie Parleman **MOVED THAT THE MEETING BE ADJOURNED**, Commissioner J.C. Schroeck seconded the motion. ALL VOTED IN FAVOR. The meeting was adjourned at 8:09 PM.



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Leslie Parleman III



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Joseph J. Schroeck, Acting Clerk