

# Hamilton Township Fire District #4

## MEETING MINUTES

### REGULAR MEETING BOARD OF FIRE COMMISSIONERS

**DATE:** December 10, 2015  
**LOCATION:** District Headquarter

**BOARD MEMBERS PRESENT:** Commissioner Fred Yaede  
Chairperson Commissioner Betty Newbon  
Treasurer/ Commissioner John Newbon  
Commissioner Rich Coleman  
Secretary/ Commissioner Keith Lesslie

The meeting was called to order by Commissioner Betty Newbon at 7:43 p.m. Meeting is being held with benefit of Public Notice, in accordance with the Sunshine Act.

The **Pledge of Allegiance** was recited.

**APPROVAL OF PREVIOUS MINUTES** - Be it resolved that the Minutes of the previous meeting was approved.

**SECRETARY REPORT** - Reported that he put into newspaper the advertisement for the approved budget reading for tonight meeting. Also reported the petition for the position of Commissioner have been printed and ready. Received a check from Highland Claim service for the amount of \$120.72. Check turned over to treasurer. Received a check from Hamilton Township Fire District 3 in the amount of \$576.72 for payroll. Check been turned over to the treasurer.

#### **COMMUNICATION:**

Received a copy of the new registration for 2001 Spartan Truck. Registration has been put into the apparatus.

Received a letter from the township of Hamilton in regards to the State of NJ doing a study on consolidation within the township. Letter has already been taken care of by the Chief who will be working on it.

Received the new poster compliance. Poster has been hung in the engine room bay.

Received a copy of the credit card application for Autopart International.

Received a doctor note for Jackie Newbon to return to active duty.

### **FINANCIAL MATTERS:**

Commissioner Coleman made a motion to approve the monthly bills totaling \$ 258,765.50 which was seconded by Commissioner Lesslie and unanimously approved by the board.

### **COMMISSIONERS REPORT:**

Commissioner Yaede reported the air compressor has been installed and completed. The roof work has started and hopefully be completed soon. Attended the Hamilton Township Fire Commissioner meeting.

Commissioner Coleman reported he attended the Township Commissioner meeting.

Commissioner Lesslie reported that the new desktop computer is still on order. Attended the township commissioner meeting.

Commissioner Jo. Newbon reported he been working on the new budget. He attended the township commissioner meeting.

### **MONTHLY REPORT BY THE CHIEF OF DEPARTMENT**

Chief handed in the month of November fire calls. Chief reported on the new truck that are in progress. Shift transfer paperwork has been sent out to the employees. Chief reported that a mandatory Harrassment drill has been set up for the end of February and early March. He recommend all employees of the district to attend the drill.

### **FIRE INSPECTOR REPORT**

Fire Marshal has nothing to report at this time. Everything is moving along well.

### **OLD BUSINESS**

### **NEW BUSINESS**

Commissioner Jo. Newbon read the 2016 approved budget. Secretary Lesslie did a roll call vote and a vote of 5-0 was cast. All commissioners in attendance voted Aye in favor of the new budget. The reading was approved. Budget book will be sent to the state to

be check and signed off before next meeting on January 14, 2016 which would be the Adoption of the budget.

**COMMENT FROM THE FLOOR**

**NEXT SCHEDULED MEETINGS:**

Chairperson Commissioner Betty Newbon mentioned that the next public meeting is Thursday, January 14, 2016, 2015 at 7:30 p.m. Please note that this will be the Adoption reading to the 2016 budget.

**THE MEETING ADJOURNED AT 9:25 P. M. Motion made by Comm. Coleman and seconded by Commissioner Yaede.**

Minutes prepared and submitted by:

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Commissioner Keith Lesslie, Secretary

Minutes APPROVED by Fire Commissioners on \_\_\_\_\_

