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*1977-2021

December 8, 2021

NJFire
Opra+request-27432-57372545@requests.opramachine.com

Re: OPRA Request – December 4, 2021

Dear NJFire:

Your Open Public Records Act (OPRA) request, dated December 4, 2021, was received by Fire District No. 3, Township of Brick, on even date therewith and forwarded to this office for response. This response to your request is being provided to you on the second (2nd) business day after the Custodian's receipt of said request. The request is being emailed to you pursuant to your request.

Your request seeks "Current Fire Inspector, Fire Official, Fire Administrator, Administrator, Fire Radio Technician, Radio Technician, Dispatcher, Fire Dispatcher, Supervisor Fire Dispatcher, Supervisor Dispatcher, and All Office Staff Contract".

Enclosed please find the following document responsive to your request:

Resolution 2021- Authorizing the Appointment of a Part-Time Secretary

The enclosed document being provided to you totals two (2) pages

If your request for access to a government record has been denied or unfilled within the seven (7) business days required by law, you have a right to challenge the decision by the Board of Fire Commissioners, Fire District No. 3, Township of Brick to deny access. At your option, you may either institute a proceeding in the Superior Court of New Jersey or file a complaint with the Government Records Council (GRC) by completing a Denial of Access Complaint Form. You may contact the GRC by toll-free telephone at 866-850-0511, by mail at P.O. Box 819 Trenton, New Jersey 08625, by email at grc@dca.state.nj.us or at their web site at www.state.nj.us/grc. The Council can also answer other questions about the law. All questions regarding complaints filed in the Superior Court should be directed to the County Clerk in your county.

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Should you have any further questions with reference to your request, please feel free to contact the undersigned.

Very truly yours,
SENDZIK & SENDZIK, P.C.

By:



KATE SENDZIK HAINES, ESQ.
Counsel for the Board of Fire Commissioners
Fire District No. 3
Township of Brick

KSH:kw
Enclosure

VIA EMAIL ONLY

cc: James J. Lepore, Jr., President (w/encl.)
(via first class mail and email)

Resolution No. 2021-

RESOLUTION APPOINTING A PART-TIME SECRETARY

WHEREAS, the Board of Fire Commissioners of Fire District No. 3, Township of Brick, County of Ocean, State of New Jersey, has authority to create a paid position to assist in administrating the District; and

WHEREAS, the Board of Fire Commissioners of Fire District No. 3, Township of Brick, County of Ocean, State of New Jersey, has created the paid position of Part-Time Secretary; and

WHEREAS, said position was duly noticed in accordance with law; and

WHEREAS, a resolution was passed setting forth the terms and conditions of employment; and

WHEREAS, the Board found it necessary to have a Part-Time Secretary and did, in fact, retain the services of Margaret Osborn.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners of Fire District No. 3, Township of Brick, County of Ocean, State of New Jersey, that it re-affirm the employment of Margaret Osborn for position of Part-Time Secretary under the same terms and conditions as her initial employment; and

BE IT FURTHER RESOLVED, that the salary for the position of Part-Time Secretary appears in the 2021 budget under the caption of Administration – Personnel – Salary & Wages (excluding Commissioners) and is hereby appropriated under the said caption of the operating section of the 2021 budget; and

BE IT FURTHER RESOLVED, that, pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds shall be certified as of the date of the within Resolution and shall be chargeable to the above said line item as incurred to the maximum amount of same unless otherwise increased as permitted by law and a separate certification of availability of funds is made by the Board's Qualified Purchasing Agent; and

BE IT FURTHER RESOLVED, that the within Resolution shall be effective immediately upon passage; and

BE IT FURTHER RESOLVED, that any resolution or part of a resolution inconsistent herewith is hereby repealed or otherwise revoked; and

BE IT FURTHER RESOLVED, that if any section, paragraph, sentence, clause or phrase in this Resolution is for any reason held or determined to be unconstitutional or invalid, same shall not affect the remainder of this Resolution; and

BE IT FURTHER RESOLVED, that notwithstanding anything set forth herein to the contrary, the Board shall be permitted to amend, modify, repeal or otherwise act as to those topics which are the subject of this Resolution provided said acts are consistent with public policy, Board bylaws, township ordinances, local, state and federal laws and rules and regulations promulgated thereunder; and

BE IT FURTHER RESOLVED, that an original signed, conformed and compared copy of this Resolution be accessible and maintained as an official Board record pursuant to and in accordance with the "Open Public Records Act"; N.J.S.A. 47:1A-1, *et seq.* and the "Destruction of Public Records Law (1953)"; N.J.S.A. 47:3-8.1, *et seq.* as set forth by the State of New Jersey Municipal Agency Record Retention Schedule promulgated by the Division of Archives and Record Management.

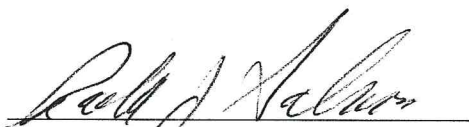
CERTIFICATION

I, ROBERT J. SALMON, Clerk of the Board of Fire Commissioners of Fire District No. 3, Township of Brick, County of Ocean, State of New Jersey, do hereby certify that the foregoing is a true conformed and compared copy of an original Resolution now on file and of record in the District office which was duly adopted at a public meeting held on the 10th day of May, 2021.

I do further certify that the said Board of Fire Commissioners of Fire District No. 3, Township of Brick, County of Ocean, State of New Jersey, is composed of - 5 - members, and that - 5 - members were present and - 5 - members voted affirmatively for the adoption of the Resolution and - 0 - members voted against the adoption of the Resolution.

The undersigned further certifies that the above Resolution has not been repealed or amended and remains in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of said Board of Fire Commissioners of Fire District No. 3, Township of Brick, County of Ocean, State of New Jersey, on this 10th day of May, 2021.


ROBERT J. SALMON, CLERK
Board of Fire Commissioners
Fire District No. 3
Township of Brick