

WRESOLUTION NO. 2026- 20

**A RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS, WOODBRIDGE
TOWNSHIP FIRE DISTRICT NO. 9, MIDDLESEX COUNTY, NEW JERSEY,
AWARDING A NON-FAIR AND OPEN PROFESSIONAL SERVICES CONTRACT TO
MICHAEL R. KLEPCHICK, CMFO, FOR ACCOUNTING AND FINANCIAL
CONSULTING SERVICES IN AN AMOUNT NOT TO EXCEED \$17,500.00**

WHEREAS, the Board of Fire Commissioners of Woodbridge Township Fire District No. 9 ("Fire District" or "District") is the governing body of the District, vested with the authority to manage, control, and direct the affairs of the District, including the authority to contract for services necessary to the operation of the District, pursuant to N.J.S.A. 40A:14-70 et seq. and N.J.S.A. 40A:14-81; and

WHEREAS, the Fire District is a contracting unit within the meaning of the "Local Public Contracts Law," N.J.S.A. 40A:11-1 et seq. (the "LPCL") and N.J.S.A. 40A:11-2(c), and is also subject to the "Local Unit Pay-to-Play Law," N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Fire District requires accounting and financial consulting services in connection with the accounting function of the Board of Fire Commissioners; and

WHEREAS, Michael R. Klepchick, CMFO, of 821 Harrell Avenue, Woodbridge, New Jersey 07095, has submitted a written proposal dated September 2026 (the "Proposal") to provide accounting and financial consulting services to the Fire District, a copy of which is on file with the Fire District Administrator and available for public inspection; and

WHEREAS, pursuant to the Proposal, Mr. Klepchick proposes to provide the following services: (i) assistance with State documents, including the State budget, audit, and debt statements; (ii) budget, revenue, and general ledger analysis; (iii) assistance with general ledger maintenance, including verification of balances to subsidiary records and reconciliations; and (iv) guidance to staff on all financial and accounting needs; and

WHEREAS, pursuant to the Proposal, the engagement is month-to-month, commencing October 1, 2026, and continuing on an ongoing basis unless terminated by either party upon sixty (60) days' written notice, at an hourly rate of \$125.00, with monthly invoicing, in an amount not to exceed \$17,500.00; and

WHEREAS, the Board has determined that the services to be provided constitute "professional services" within the meaning of N.J.S.A. 40A:11-5(1)(a)(i), in that they are to be rendered by a person authorized by law to practice a recognized profession, namely a Certified Municipal Finance Officer licensed and regulated pursuant to N.J.S.A. 40A:9-140.1 et seq., and

WHEREAS, the anticipated value of the contract does not exceed \$17,500.00 annually; and

WHEREAS, the contract is not being awarded pursuant to a "fair and open process" as defined in N.J.S.A. 19:44A-20.4 and therefore constitutes a "non-fair and open contract" subject

to the requirements of the Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4 through N.J.S.A. 19:44A-20.9, and P.L. 2005, c. 271 (N.J.S.A. 19:44A-20.26 et seq.); and

WHEREAS, the Board has determined that the compensation set forth in the Proposal is fair, reasonable, and consistent with prevailing rates for comparable services, and that the award of the contract is in the best interests of the Fire District; and

WHEREAS, the Board has determined that sufficient funds are available in the Fire District budget for this purpose, subject to the certification of the availability of funds as required by law;

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of Woodbridge Township Fire District No. 9, Middlesex County, New Jersey, that a non-fair and open contract be and hereby is awarded to Michael R. Klepchick, CMFO, of 821 Harrell Avenue, Woodbridge, New Jersey 07095, to provide accounting and financial consulting services to the Fire District upon the terms and conditions set forth in the Proposal, at the hourly rate of \$125.00, for a month-to-month term commencing October 1, 2026 and continuing on an ongoing basis unless terminated by either party upon sixty (60) days' prior written notice, in an amount not to exceed \$17,500.00; and

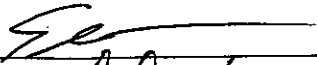
BE IT FURTHER RESOLVED that this contract is awarded without public advertising for bids and bidding as a "professional service" in accordance with N.J.S.A. 40A:11-5(1)(a)(i), and the Board hereby states the following supporting reasons for its action: the services require the specialized knowledge, skill, training, and licensure of a Certified Municipal Finance Officer and are of a confidential, advisory, and consultative nature; and

BE IT FURTHER RESOLVED that the Fire District Administrator be, and hereby is, authorized and directed forthwith to cause notice of the award of this contract to be printed once in the official newspaper of the Fire District, stating the nature, duration, service, and amount of the contract and that this Resolution and the contract are on file and available for public inspection; and

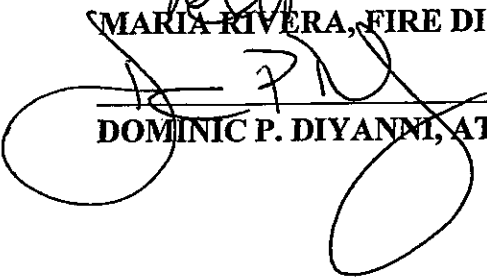
BE IT FURTHER RESOLVED that the Chairman and the Fire District Administrator be, and each hereby is, authorized and directed to execute and deliver, on behalf of the Fire District, the contract and any other instruments or documents necessary or appropriate to carry out the intent of this Resolution, in a form approved by Board Counsel, and to take such further actions as may be necessary to effectuate the purposes hereof; and

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon adoption.

**I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION
APPROVED BY THE COMMISSIONERS OF FIRE DISTRICT NO. 9 AT ITS
REGULAR MEETING HELD ON OCTOBER 13, 2026.**



EDWARD A. MULLEN, CHAIRMAN

MARIA RIVERA, FIRE DISTRICT ADMINISTRATOR

DOMINIC P. DIYANNI, ATTORNEY