

**TOWNSHIP OF LOWER FIRE DISTRICT NO. 1
BOARD OF FIRE COMMISSIONERS
P.O. BOX 1
VILLAS, New Jersey 08251**

**FIRE DISTRICT #1 MEETING: DATE: February 23, 2023
Meetings are the 4th Thursday of the Month. Public Time: @ 8:00 pm**

AGENDA

1. CALL TO ORDER: FIRE DISTRICT 1 of Lower Township

2. FLAG SALUTE:

- A:** United States Flag should be posted to the right of the Board of Fire Commissioners as they face the Public.
- B:** Pledge of Allegiance to the Flag.
- C:** Observe moment of silence.

3. SUNSHINE LAW ANNOUNCEMENT:

In accordance with the provision of the New Jersey Open Public Meetings law. Notice of this meeting has been mailed to the following Newspaper:

A: "The Cape May County Herald"

As well as having been posted in the Lower Township Building at least 48 hours in advance of this meeting, for Fire District #1.

4. ROLL CALL OF FIRE COMMISSIONER:

PRESENT

TREASURER:	BRANNON	X
SECRETARY:	MORNICK	X
CHAIRMAN:	HOWARD	X
VICE CHAIRMAN:	WAREHAM	X
COMMISSIONER:	GENTEK	A

5. READING OF THE LAST MONTHLY MEETING MINUTES:

A. Approval of the meeting minutes/make available.

Motion to accept made by: Commissioner Brannon

Seconded by: Commissioner Wareham

6. TREASURER REPORT

- Report follows minutes.

TOTAL BILLS: \$18,638.10

Transferred: \$17,920.58 and \$844.57 for P-Card account

A. Approval of Treasurer's Report:

Motion to accept made by: Commissioner Mornick

Seconded by: Commissioner Wareham

Motion to transfer funds and pay the bills made by:
Commissioner Mornick

Seconded motion made by: Commissioner Wareham

7. COMMUNICATIONS

INCOMING MAIL/EMAIL: Received email from Board of Elections concerning information for 2023 election on February 18, 2023. Correspondence back and forth with Leader Printers concerning election. Examiner from the state advised that the budget was approved pending election. Received MVC cards for 1 vehicle. 2 Safety Recalls for 2019 Ram Recall. Modern Power corrected agreement. Guidelines from Comm. Gentek about vehicle usage. N.J. State Assoc zoom 3/4/23. Streetlights repaired. Several correspondences from Chief Belles concerning December vehicle damage claim.

OUTGOING MAIL/EMAIL:

8. REPORTS OF EXECUTIVE BOARD

Chairman Reports-Pretty well. Contacted Attorney Braslow about the new vehicle and it being state contract.

Vice Chairman-

COMMITTEE REPORTS

FIRE BUREAU- Meeting held and terminal leave discussed.

FIRE APPARATUS-Squads on way back from out of service. Command vehicle waiting on parts. Radios must be ordered by Fire Company. Cables are requested from manufacturer so they can be installed.

ISO-Progress and Pre-plans are inputted into system.

HYDRANTS- All good. Craig Loper to forward schedules ahead of time.

LOSAP-Received request from one firefighter on withdrawal of LOSAP. Forwarding necessary paperwork to LOSAP for invoice.

INSURANCE-Received check for hose minus deductible.

FIXED ASSETS-Progress

9. FIRE CHIEFS REPORT

- Report follows minutes.

10. OLD BUSINESS- Office light in Commissioners office needs to be replaced. Vehicle usage guidelines presented need to be addressed and reviewed this month. Still waiting on one more statement relative to the Maintenance Crew issue. Gym thermostat to be worked on. Maintenance crew stipend program discussed. Only can work maximum of 28 hours. Must clock in and out and not have someone do it for them. Smoke detectors issues to be discussed. Accident investigation team should be started again. This will be tabled till next month. Also, conflict of interest concerning accident team to be discussed.

11. NEW BUSINESS - Election was successful. Budget passed and Joseph Wareham and Bill Howard. Order replacement hose for what was damaged in accident.

12. RESOLUTION- None.

13. OPEN COMMENTS FROM THE PUBLIC- Fire House dinner is March 4 at 6pm at Lobster House

14. ANNOUNCEMENT OF NEXT MEETING

DATE: March 23, 2023

TIME: 8 PM

15. ADJOURNMENT:

Motion made by: Commissioner Mornick

Seconded by: Commissioner Brannon

NOTE: This meeting will be run under Roberts Rules of Order and a copy is available if needed.

B.O.F.C. Fire District #1 Lower Township
Checks, Electronic Payments, and Bank Balances
January 27, 2023 through February 23, 2023

Sturdy - Checking

Beg Checking Bank Balance	\$ 10,716.76
Transfers In:	\$ -
	\$ -
Other Adjustments:	\$ -
Voided/Deleted/Reissued Checks -	\$ -
Interest Income	\$ 0.76
Balance before the following list of vendor payments	\$ 10,717.52

Vendor Payments

Amount

6055	Carrise Mornick	-500.00
6056	Jamie Holt	-150.00
6057	Linda Brannon	-150.00
6058	Witmer Public Safety Group, Inc.	-170.53
6059	Villas Fire Company	-648.77
6060	THE PRESS OF ATLANTIC CITY	-354.44
6061	Richard M. Braslow	-1,440.00
6062	Reel Fire Protection Inc	-192.50
6063	POGUE INC	-340.00
6064	Linda Brannon	-1,200.00
6065	Justin Jordan	-1,597.50
6066	Chuck Jordan	-777.75
6067	Cape May County Fleet Maintenance	-523.35
6068	Brown & Brown of NJ LLC	-8,945.00
6069	Brittney M. DeLano	-600.00
6070	Atlantic City Electric	-159.26
6071	Action Uniforms Co.	-889.00

Total Check Payments	\$ (18,638.10)
Adjustments:	\$ -
Sturdy Bank- Checking Bank Balance (after checks are cut)	\$ (7,920.58)
Transfer from Savings to Checking	\$ 17,920.58
Sturdy Bank - Checking Bank Balance after requested transfer	\$ 10,000.00

Bank of America - Purchasing Card

Beg Balance - P-Card Balance Due - Prior Month	\$	1,613.87
Payments	\$	1,613.87
Bills paid with P-Card	\$	844.86
Subtotal	\$	844.86
Adjustments - Returns and Credits		
P-Card a/c Balance due as of 2/15/23	\$	844.86

Sturdy - Reserve Account for P-Card Payments

Beginning Balance	\$	5,000.00
Interest Income	\$	0.29
Additions(Deductions):		
Other:		
Other:	\$	-
Funds Allocated for P-Card balance due	\$	(844.86)
Request to transfer from Savings to P-Card Reserve	\$	844.57
Balance after Transfer	\$	5,000.00

Sturdy - Savings Account

Beginning Balance	\$	716,496.05
Additions(Deductions):	\$	-
	\$	-
Township of Lower Income	\$	-
Insurance Claim Refunds	\$	582.00
P-Card rebate income	\$	196.14
Wire Fees	\$	-
Interest Income	\$	37.47
	\$	\$ 717,311.66
	\$	-
Request to transfer from Savings to Checking	\$	(17,920.58)
Request to transfer from Savings to Reserve - for P-card payment	\$	(844.57)
Balance after Transfers	\$	698,546.51

Summary of Bank Account Totals after Requested Transfers

Sturdy - Checking	\$	10,000.00
Sturdy - Reserve Account (For P-Card Payments)	\$	5,000.00
Sturdy - Savings	\$	698,546.51
Total Bank Accounts Balance	\$	713,546.51



Villas Volunteer Fire Company

P.O. Box 99
Villas, New Jersey 08251

CHIEF'S REPORT

Commission 2/23/23

NUMBER	TYPE OF FIRES
	AUTO FIRES
	BRUSH FIRES
	GRILL FIRES
	GRASS FIRE
1	CHIMNEY FIRES
1	COVER ASSIGNMENT
	CO ALARM
	ELECTRICAL FIRES
6	FIRE ALARMS
	GRILL FIRES
	MULCH FIRE
	HAZ-MAT SPILLS
2	NATURAL GAS LEAK / FIRES
	ODOR OF GAS

NUMBER	TYPE OF FIRES
	ODOR OF SMOKE
	PROPANE GAS LEAK / FIRES
1	POLICE ASSIST / MEDICAL
	RESCUE ASSIGNMENT
	OPEN BURN
	WATER RESCUE
	APPLIANCE FIRE
	STOVE/KITCHEN FIRES
1	DWELLING FIRES
	STANDBY
	TRASH / DEBRIS FIRES
1	UTILITY EMERGENCY - WIRES DOWN / ARCHING
	UTILITY EMERGENCY - MAIN BREAK / FLOODING
	VEHICLE ACCIDENTS
	VEHICLE W/EXTRACATION

TOTAL # of CALLS:

13

IN-SERVICE:

		1-3/4 HOSE	2-1/2 HOSE	5" HOSE
U-60	1			
B-60	3			
T-60	1			
Q-60	11			
SQ-60	2			
Marine-60				

Damaged:

FIRE PREVENTION ACTIVITIES:

	FIRE PREV. AT SCHOOLS
	SCHOOL VISITATIONS

	BOY SCOUT VISITATIONS
	FIRE PREV. AT BSA TROOPS

FIRE TRAINING ACTIVITIES:

2 hrs	DRIVER TRAINING
	ENGINE COMPANY TRAINING
	EXTRICATION TRAINING
	FF. ORIENTATION
20 hrs	FIRE SCHOOL

3 hrs	MONTHLY DRILL NIGHT
	PUMP TRAINING
	RESCUE TRAINING
	LIVE BURN
	TRUCK CO. TRAINING

0 TOTAL HOURS FOR THE MONTH

Submitted By:

Fire Chief:

William Belles IV

2 MEMBERS HAVE STARTED FIREFIGHTER 1.

SQUAD 60 IS BACK IN SERVICE AS OF TONIGHT.

NEED TO ORDER RADIOS FOR NEW COMMAND VEHICLE.

ALL CLAIMS HAVE BEEN COMPLETED FROM INCIDENT WITH TANKER 60, JUST NEED TO ORDER PERMISSION TO ORDER THE NEW HOSE.

ANNUAL BANQUET WILL BE MARCH 4TH @ LOBSTER HOUSE, ALL COMMISSIONERS INVITED AND WELCOME TO BRING GUEST, NEED COUNT.