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

FIRE DISTRICT #1 MEETING: DATE: May 26, 2022
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 | X |

Attendance at the Meeting: FIREFIGHTERS: 5 PUBLIC: 0

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 Mornick

6. TREASURER REPORT

- Report follows minutes.

TOTAL BILLS: \$13,230.58

Transferred: \$13,230.48 and \$9,195.99 for P-Card account

A. Approval of Treasurer's Report:

Motion to accept made by: Commissioner Gentek

Seconded by: Commissioner Wareham

Motion to transfer funds and pay the bills made by:

Commissioner Gentek

Seconded motion made by: Commissioner Wareham

7. COMMUNICATIONS

INCOMING MAIL/EMAIL: New Jersey State Association meeting minutes.
EZ Pass monthly statement.

OUTGOING MAIL/EMAIL: None

8. REPORTS OF EXECUTIVE BOARD

Chairman Reports-New guidelines for use of fire company vehicles. No equipment will be taken off trucks for any personal or business ventures.

Committee Reports

Fire Bureau- Discussion on fees, etc. No more meetings until September.

Fire Apparatus-

ISO- Tablet in for ISO

HYDRANTS- Progress

LOSAP- None

Insurance- Correspondence delivered to insurance company concerning lawsuit.

9. FIRE CHIEFS REPORT

- Report follows minutes.

10. OLD BUSINESS-Status of asset reporting.

11. NEW BUSINESS – Street Drive being done on Saturday May 26 from 9-1.
Renewal of DAN insurance has to be done. For dive team.

12. RESOLUTIONS-None

13. OPEN COMMENTS FROM THE PUBLIC- Questions on payment for fire school.
Discussion for possibly combining FireFighter1 and Firefighter 2 in the future.

14. ANNOUNCEMENT OF NEXT MEETING

DATE: June 23, 2022

TIME: 8 PM

15. ADJOURNMENT:

Motion made by: Commissioner Wareham

Seconded by: Commissioner Gentek

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



Villas Volunteer Fire Company

P.O. Box 99
Villas, New Jersey 08251

CHIEF'S REPORT

Commissioner **5/24/22**

NUMBER TYPE OF FIRES

| | |
|---|--------------------------|
| 1 | AUTO FIRES |
| 1 | BRUSH FIRES |
| | GRILL FIRES |
| | GRASS FIRE |
| | CHIMNEY FIRES |
| | COVER ASSIGNMENT |
| | CO ALARM |
| | ELECTRICAL FIRES |
| 3 | FIRE ALARMS |
| | GRILL FIRES |
| | MULCH FIRE |
| | HAZ-MAT SPILLS |
| | NATURAL GAS LEAK / FIRES |
| | ODOR OF GAS |

NUMBER TYPE OF FIRES

| | |
|---|---|
| | ODOR OF SMOKE |
| | PROPANE GAS LEAK / FIRES |
| | POLICE ASSIST / MEDICAL |
| 1 | RESCUE ASSIGNMENT |
| | OPEN BURN |
| | WATER RESCUE |
| 1 | APPLIANCE FIRE |
| | STOVE/KITCHEN FIRES |
| 1 | DWELLING FIRES |
| | STANDBY |
| | TRASH / DEBRIS FIRES |
| 1 | UTILITY EMERGENCY - WIRES DOWN / ARCHING |
| | UTILITY EMERGENCY - MAIN BREAK / FLOODING |
| 6 | VEHICLE ACCIDENTS |
| | VEHICLE W/EXTRACATION |

TOTAL # of CALLS:

15

IN-SERVICE:

| | | 1-3/4 HOSE | 2-1/2 HOSE | 5" HOSE |
|-----------|---|------------|------------|---------|
| U-60 | 1 | | | |
| B-60 | 1 | | | |
| T-60 | 3 | | | |
| Q-60 | 7 | | | |
| SQ-60 | 8 | | | |
| Marine-60 | | | | |
| | | | | |

Damaged:

FIRE PREVENTION ACTIVITIES:

| | |
|--|-----------------------|
| | FIRE PREV. AT SCHOOLS |
| | SCHOOL VISITATIONS |

| | |
|--|--------------------------|
| | BOY SCOUT VISITATIONS |
| | FIRE PREV. AT BSA TROOPS |

FIRE TRAINING ACTIVITIES:

| | |
|-------|-------------------------|
| 4hrs | DRIVER TRAINING |
| 3hrs | ENGINE COMPANY TRAINING |
| | EXTRICATION TRAINING |
| | FF. ORIENTATION |
| 48hrs | FIRE SCHOOL |

| | |
|------|---------------------|
| 6hrs | MONTHLY DRILL NIGHT |
| | PUMP TRAINING |
| | RESCUE TRAINING |
| | LIVE BURN |
| | TRUCK CO. TRAINING |

61 TOTAL HOURS FOR THE MONTH

Submitted By:

Fire Chief:

Vincent Stone

As of May 23rd we switched to the 700 mhz radio system.

Campbells will be down to look and issue with the air compressor on Quint 60.

We are on the list for Squad 60's recall. It will have to go to Campbells for recall.

The air system that supplies the trucks is down, awaiting parts.

We have 2 members finishing Firefighter 1. They are taking their final exam tonight.

B.O.F.C. Fire District #1 Lower Township
Checks, Electronic Payments, and Bank Balances
April 29, 2022 through May 26, 2022

Sturdy - Checking

| | |
|--|---------------------|
| Beg Checking Bank Balance | \$ 10,000.00 |
| Transfers In: | \$ - |
| Other Adjustments: | \$ - |
| Interest Income | \$ 0.10 |
| Balance before the following list of vendor payments | <u>\$ 10,000.10</u> |

Vendor Payments

Amount

| | | |
|------|----------------------------------|-----------|
| 5902 | Cape May County Fleet Maintenace | -655.00 |
| 5903 | Lower Township MUA | -272.69 |
| 5904 | William A. Belles | -232.50 |
| 5905 | Linda Brannon | -800.00 |
| 5906 | Justin Jordan | -570.00 |
| 5907 | Enrico Mascio | -720.00 |
| 5908 | Chuck Jordan | -840.00 |
| 5910 | Villas Fire Company | -3,455.43 |
| 5911 | United Uniforms | -350.97 |
| 5912 | Mes | -800.00 |
| 5913 | Campbell Supply Company | -1,694.62 |
| 5914 | Atlantic City Electric | -160.37 |
| 5915 | Brittney M. DeLano | -840.00 |
| 5916 | Travelers | -1,839.00 |

| | |
|--|----------------------------|
| Total Check Payments | \$ (13,230.58) |
| Adjustments: | \$ - |
| Sturdy Bank- Checking Bank Balance (after checks are cut) | \$ (3,230.48) |
| Transfer from Savings to Checking | <u>\$ 13,230.48</u> |
| Sturdy Bank - Checking Bank Balance after requested transfer | <u><u>\$ 10,000.00</u></u> |

Bank of America - Purchasing Card

| | |
|--|------------------------|
| Beg Balance - P-Card Balance Due - Prior Month | \$ 1,048.32 |
| Payments | \$ 1,048.32 |
| Bills paid with P-Card | \$ 9,196.03 |
| Subtotal | \$ 9,196.03 |
| Adjustments - Returns and Credits | |
| P-Card a/c Balance due as of 5/15/22 | \$ 9,196.03 |

Sturdy - Reserve Account for P-Card Payments

| | |
|--|--------------------|
| Beginning Balance | \$ 5,000.00 |
| Interest Income | \$ 0.04 |
| Additions(Deductions): | |
| Other: | |
| Other: | \$ - |
| Funds Allocated for P-Card balance due | \$ (9,196.03) |
| Request to transfer from Savings to P-Card Reserve | \$ 9,195.99 |
| Balance after Transfer | \$ 5,000.00 |

Sturdy - Savings Account

| | |
|--|--------------------------|
| Beginning Balance | \$ 439,679.05 |
| Additions(Deductions): | \$ - |
| Township of Lower | \$ 126,281.08 |
| Township of Lower | \$ - |
| Insurance Claim Refunds | \$ - |
| Witmer OP refund | \$ - |
| P-Card rebate income | \$ - |
| Wire Fees | \$ - |
| Interest Income | \$ 4.00 |
| Transfers Out: Reverse prior month transfer | \$ - |
| Transfer from Savings to Checking | \$ (13,230.48) |
| Request to transfer from Savings to Reserve - for P-card payment | \$ (9,195.99) |
| Balance after Transfers | \$ 543,537.66 |

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 | \$ 543,537.66 |
| Total Bank Accounts Balance | \$ 558,537.66 |