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9/25/25

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

**FIRE DISTRICT #1 MEETING: DATE: September 25, 2025
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:	HARRON	X
COMMISSIONER:	GENTEK	X

5. READING OF THE LAST MONTHLY MEETING MINUTES:

A. Approval of the meeting minutes/make available.

Motion to accept made by: Commissioner Harron
Seconded by: Commissioner Brannon

6. TREASURER REPORT

- Report follows minutes.

TOTAL BILLS: \$65,044.10

Transferred: \$65,043.61 and \$1,658.49 for P-Card account

A. Approval of Treasurer's Report:

Motion to accept made by: Commissioner Harron

Seconded by: Commissioner Mornick

Motion to transfer funds and pay the bills made by:

Commissioner Harron

Seconded motion made by: Commissioner Mornick

7. COMMUNICATIONS

INCOMING MAIL/EMAIL. Vehicle registration for Tahoe in. Paperwork from Fire Bureau for site inspection. EZ-Pass action for vehicle that went to Paterson for mutual aid. Summary Report for the period of 6/1/25-8/29/25 from Lincoln Financial. Summary report for 4/1/25-6/30/25 from Lincoln Financial. Correspondence from Ford Scott for the Website. Insurance renewal for Package Policy.

OUTGOING MAIL/EMAIL: Correspondence to Brown and Brown to renew Package policy.

8. REPORTS OF EXECUTIVE BOARD

Chairman Reports- New quint discussion and resolution to get in papers.
Working on Budget information.

Vice Chairman-progress

Commissioner-Dual purpose vehicle discussed. Met with web person and updated all.

COMMITTEE REPORTS

DUTY CREW – Nothing

FIRE BUREAU- New vehicle is being discussed for next year's budget. Discussion on policies and overtime according to LT and preliminary budget was discussed and comp time. Draft salaries discussed. Communication for vehicles changed from other companies to First Net from AT&T. Inspections to state level until DRBA is out of contract.

FIRE APPARATUS- Full spec meeting 10/2 to finding numbers for new vehicle.

ISO-No activity

HYDRANTS- flushing

LOSAP- Received summary for members.

INSURANCE- Package policy renewed for the year. Waiting for a quote on a possible dual vehicle.

FIXED ASSETS- Donations to other countries. See attached.

9. FIRE CHIEFS REPORT

- See attached

10. OLD BUSINESS- Received budget requests in from fire company.

11. NEW BUSINESS – Equipment to be donated to 3rd world country. Motion by - Harron and 2nd by GenteK. Brush truck replacement possibility. Brush truck not being utilized but this dual vehicle would.

12. RESOLUTIONS- None

13. OPEN COMMENTS FROM THE PUBLIC

14. ANNOUNCEMENT OF NEXT MEETING

DATE: October 23, 2025.

TIME: 8 PM

15. ADJOURNMENT:

Motion made by: Commissioner Harron

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
August 29, 2025 through September 25, 2025**

Sturdy - Checking

Beg Checking Bank Balance	\$ 10,000.00
Transfers In:	\$ -
Other Adjustments:	\$ -
Voided/Deleted/Reissued Checks:	\$ -
Interest Income	\$ 0.49
Balance before the following list of vendor payments	<hr/> \$ 10,000.49

Vendor Payments

6436	Carrise Mornick	-2,500.00
6437	Witmer Public Safety Group, Inc.	-5,750.00
6438	WEJConsulting LLC	-7,875.00
6439	Waterway Mid-Atlantic LLC	-3,024.00
6440	Mes	-21,076.00
6441	Linda Brannon	-700.00
6442	Joni Roth	-1,500.00
6443	Cape May County Fleet Maintenance	-764.63
6444	Atlantic City Electric	-219.74
6445	Brown and Brown	-10,485.00
6446	Campbells Supply	-11,149.73

Total Check Payments	\$ (65,044.10)
Adjustments:	\$ -
Sturdy Bank- Checking Bank Balance (after checks are cut)	\$ (55,043.61)
Transfer from Savings to Checking	<hr/> \$ 65,043.61
Sturdy Bank - Checking Bank Balance after requested transfer	<hr/> \$ 10,000.00

Bank of America - Purchasing Card

Beg Balance - P-Card Balance Due - Prior Month	\$ 2,541.97
Payments	\$ 2,541.97
Bills paid with P-Card	\$ 1,700.31
Subtotal	\$ 1,700.31
Adjustments - Returns and Credits	\$ (41.56)
P-Card a/c Balance due as of 9/15/25	\$ 1,658.75

Sturdy - Reserve Account for P-Card Payments

Beginning Balance	\$ 5,000.00
Interest Income	\$ 0.26
Additions(Deductions):	\$ -
Other:	\$ -
Funds Allocated for P-Card balance due	\$ (1,658.75)
Request to transfer from Savings to P-Card Reserve	\$ 1,658.49
Balance after Transfer	\$ 5,000.00

Sturdy - Savings Account

Beginning Balance	\$ 942,916.92
Additions(Deductions):	\$ -
Township of Lower Income	\$ -
P-Card rebate income	\$ -
Insurance Premium Refund	\$ -
LOSAP Returns	\$ -
Interest Income	\$ 45.37
Request to transfer from Savings to Checking	\$ (65,043.61)
Request to transfer from Savings to Reserve - for P-card payment	\$ (1,658.49)
Balance after Transfers	\$ 876,260.19

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	\$ 876,260.19
Total Bank Accounts Balance	\$ 891,260.19



Villas Volunteer Fire Company

P.O. Box 99
Villas, New Jersey 08251

CHIEF'S REPORT

9/25/2025 Commission

NUMBER	TYPE OF FIRES	NUMBER	TYPE OF FIRES
	AUTO FIRES		2 SMOKE INVESTIGATE/ODOR
	BRUSH FIRES		PROPANE GAS LEAK / FIRES
	GRILL FIRES		POLICE ASSIST / MEDICAL
	GRASS FIRE		RESCUE ASSIGNMENT
	CHIMNEY FIRES		OPEN BURN
	COVER ASSIGNMENT		4 WATER RESCUE/DIVE ASSIGNMENT
1	CO ALARM		APPLIANCE FIRE
	ELECTRICAL FIRES		STOVE/KITCHEN FIRES
3	FIRE ALARMS	1	DWELLING/BUILDING FIRES
	GRILL FIRES		STANDBY
	MULCH FIRE		TRASH / DEBRIS FIRES
	HAZMAT SPILLS		UTILITY EMERGENCY - WIRES DOWN / ARCHING
2	NATURAL GAS LEAK / FIRES		UTILITY EMERGENCY - MAIN BREAK / FLOODING
2	ODOR OF GAS	3	VEHICLE ACCIDENTS
	AIRCRAFT INCIDENT		VEHICLE W/EXTRICATION

TOTAL # of CALLS: 18

IN-SERVICE:	1-3/4 HOSE	2-1/2 HOSE	5" HOSE	Damaged:
U-60	4			
B-60	2			
T-60	2		350'	
Q-60	9			
SQ-60	6			
Marine-60	1			

FIRE PREVENTION ACTIVITIES:

	FIRE PREV. AT SCHOOLS		BOY SCOUT VISITATIONS
	SCHOOL VISITATIONS	2 Hrs	PUBLIC RELATIONS

FIRE TRAINING ACTIVITIES:

	DRIVER/PUMP TRAINING		4 MONTHLY DRILL NIGHT
2	ENGINE COMPANY TRAINING		DIVE TRAINING
	EXTRICATION TRAINING		RESCUE TRAINING
	FF. ORIENTATION		LIVE BURN
	FIRE SCHOOL		TRUCK CO. TRAINING

6 TOTAL HOURS FOR THE MONTH

Submitted By:

Fire Chief:

William Belles Jr

The (5) new SCBA bottles are in.

All annual testing and PM's have been completed. We were just waiting on all reports to review for any required repairs.

We have only received one quote to have the emergency light repairs on Deputy 60 car from Birches Communications for \$2344.40. The parts are on order. Once they come in, it will be scheduled for install.

We will be replacing the tires on Tanker 60 this year. DFC Jordan is obtaining prices.

The (3) 700 mhz radios came in and were installed in Quint 60, Tanker 60 and Squad 60.

Campbells will be repairing DEF on Tanker 60

We order (5) new 100' lengths of 5' supply hose.