

Cm  
3/27/25

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

**FIRE DISTRICT #1 MEETING: DATE: February 27, 2025  
Meetings are the 4<sup>th</sup> 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**

|                       |                |          |
|-----------------------|----------------|----------|
| <b>TREASURER:</b>     | <b>BRANNON</b> | <b>X</b> |
| <b>SECRETARY:</b>     | <b>MORNICK</b> | <b>X</b> |
| <b>CHAIRMAN:</b>      | <b>HOWARD</b>  | <b>X</b> |
| <b>VICE CHAIRMAN:</b> | <b>HARRON</b>  | <b>X</b> |
| <b>COMMISSIONER:</b>  | <b>GENTEK</b>  | <b>X</b> |

**FIRE APPARATUS-**

**ISO-** Progress

**HYDRANTS-** Progress

**LOSAP-** Working on yearly contributions.

**INSURANCE-** Commissioner Gentek pursued boat insurance. Awaiting quote.

**FIXED ASSETS-** Progress

**9. FIRE CHIEFS REPORT**

- Report follows minutes.

**10. OLD BUSINESS-** Generator replacement is put on hold.

**11. NEW BUSINESS –** Request for increase in accounting person's salary. Salary is now \$ 6,000. Motion by Harron 2<sup>nd</sup> by Gentek. Appointment of Carrise Mornick replacing Commissioner Wareham.

**12. RESOLUTIONS-** None

**13. OPEN COMMENTS FROM THE PUBLIC-**

**14. ANNOUNCEMENT OF NEXT MEETING**

**DATE: March 27, 2025.**

**TIME: 8 PM**

**15. ADJOURNMENT:**

**Motion made by:** Commissioner Harron

**Seconded by:** Commissioner Gentek

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

**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 Gentek

**6. TREASURER REPORT**

- Report follows minutes.

**TOTAL BILLS: \$101,103.51**

**Transferred: \$ 100,789.54 and \$2,469.21 for P-Card account**

**A. Approval of Treasurer's Report:**

**Motion to accept made by:** Commissioner Harron

**Seconded by:** Commissioner Gentek

**Motion to transfer funds and pay the bills made by:**

Commissioner Harron

**Seconded motion made by:** Commissioner Gentek

**7. COMMUNICATIONS**

**INCOMING MAIL/EMAIL** Received final results for election. Vehicle registration for 2 vehicles came in. 1 new registration is received.

**OUTGOING MAIL/EMAIL:**

**8. REPORTS OF EXECUTIVE BOARD**

**Chairman Reports-** Election good. Welcome Bryan as new Commissioner

**Vice Chairman-** Nothing

**Commissioner-** Nothing

**COMMITTEE REPORTS**

**DUTY CREW** – Commissioner Gentek met with Chief Belles. Clock in and out discussed. Families can come in for dinner and must go once dinner done.

**FIRE BUREAU**–All good. Financials are all good. 2400 invoices went out in December and ¾ have been received back. Letters from fire marshall concerning fire investigations.



# Villas Volunteer Fire Company

P.O. Box 99  
Villas, New Jersey 08251

## CHIEF'S REPORT

2/27/2025 Commission

### NUMBER TYPE OF FIRES

|   |                          |
|---|--------------------------|
|   | AUTO FIRES               |
|   | BRUSH FIRES              |
|   | GRILL FIRES              |
|   | GRASS FIRE               |
|   | CHIMNEY FIRES            |
| 1 | COVER ASSIGNMENT         |
|   | CO ALARM                 |
|   | ELECTRICAL FIRES         |
| 3 | FIRE ALARMS              |
|   | GRILL FIRES              |
|   | MULCH FIRE               |
|   | HAZMAT SPILLS            |
|   | NATURAL GAS LEAK / FIRES |
| 2 | ODOR OF GAS              |
|   | AIRCRAFT INCIDENT        |

### NUMBER TYPE OF FIRES

|   |                                           |
|---|-------------------------------------------|
|   | SMOKE INVESTIGATE/ODOR                    |
|   | PROPANE GAS LEAK / FIRES                  |
|   | POLICE ASSIST / MEDICAL                   |
|   | RESCUE ASSIGNMENT                         |
| 2 | OPEN BURN                                 |
|   | WATER RESCUE/DIVE ASSIGNMENT              |
|   | APPLIANCE FIRE                            |
|   | STOVE/KITCHEN FIRES                       |
| 3 | DWELLING/BUILDING FIRES                   |
|   | STANDBY                                   |
|   | TRASH / DEBRIS FIRES                      |
|   | UTILITY EMERGENCY - WIRES DOWN / ARCHING  |
|   | UTILITY EMERGENCY - MAIN BREAK / FLOODING |
| 4 | VEHICLE ACCIDENTS                         |
|   | VEHICLE W/EXTRICATION                     |

TOTAL # of CALLS: 15

### IN-SERVICE:

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

Damaged:

### FIRE PREVENTION ACTIVITIES:

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

|  |                       |
|--|-----------------------|
|  | BOY SCOUT VISITATIONS |
|  | PUBLIC RELATIONS      |

### FIRE TRAINING ACTIVITIES:

|    |                         |
|----|-------------------------|
|    | DRIVER/PUMP TRAINING    |
|    | ENGINE COMPANY TRAINING |
|    | EXTRICATION TRAINING    |
|    | FF. ORIENTATION         |
| 53 | FIRE SCHOOL             |

|   |                     |
|---|---------------------|
| 6 | MONTHLY DRILL NIGHT |
|   | DIVE TRAINING       |
| 2 | RESCUE TRAINING     |
|   | LIVE BURN           |
|   | TRUCK CO. TRAINING  |

61 TOTAL HOURS FOR THE MONTH

Submitted By:

Fire Chief:

William Belles IV

Firefighter Blake Horton has started Fire 1.

**B.O.F.C. Fire District #1 Lower Township  
Checks, Electronic Payments, and Bank Balances  
January 24, 2025 - February 27, 2025**

**Sturdy - Checking**

|                                                                            |                     |
|----------------------------------------------------------------------------|---------------------|
| Beg Checking Bank Balance                                                  | \$ 10,000.00        |
| Transfers In:                                                              | \$ -                |
| Other Adjustments:                                                         | \$ -                |
| Voided/Deleted/Reissued Checks:                                            | \$ -                |
| - Check 6317 - CMC Fleet Maintenance - reissued, see vendor payments below | \$ 313.09           |
| Interest Income                                                            | <u>\$ 0.88</u>      |
| Balance before the following list of vendor payments                       | <u>\$ 10,313.97</u> |

**Vendor Payments** **Amount**

|                                                                  |                                     |                        |
|------------------------------------------------------------------|-------------------------------------|------------------------|
| 6374                                                             | Linda Brannon                       | -600.00                |
| 6375                                                             | Linda M Brannon                     | -200.00                |
| 6376                                                             | Sandra Dolly                        | -200.00                |
| 6377                                                             | Cape May County Fleet Maintenance   | -313.09                |
| 6378                                                             | Cape May County Fleet Maintenance   | -369.13                |
| 6379                                                             | Villas Fire Company                 | -839.06                |
| 6380                                                             | Richard M. Braslow                  | -1,075.00              |
| 6381                                                             | NEW JERSEY STATE ASSO OF FIRE DIST. | -300.00                |
| 6382                                                             | Lower Township MUA                  | -14,293.44             |
| 6383                                                             | Leader Printers                     | -4,496.76              |
| 6384                                                             | Joseph Leipert                      | -125.00                |
| 6385                                                             | Government Leasing and Finance Inc. | -75,411.96             |
| 6386                                                             | Cape Regional Urgent Care           | -840.00                |
| 6387                                                             | CAPE MAY COUNTY HEARLD              | -135.27                |
| 6388                                                             | AMERICAN DIVING SUPPLY              | -546.00                |
| 6389                                                             | Witmer Public Safety Group, Inc.    | -358.80                |
| 6390                                                             | Joni Roth                           | -1,000.00              |
| <b>Total Check Payments</b>                                      |                                     | <b>\$ (101,103.51)</b> |
| <b>Adjustments:</b>                                              |                                     | <b>\$ -</b>            |
| <b>Sturdy Bank- Checking Bank Balance (after checks are cut)</b> |                                     | <b>\$ (90,789.54)</b>  |
| <b>Transfer from Savings to Checking</b>                         |                                     | <b>\$ 100,789.54</b>   |

**Sturdy Bank - Checking Bank Balance after requested transfer** **\$ 10,000.00**

## Bank of America - Purchasing Card

|                                                |                    |
|------------------------------------------------|--------------------|
| Beg Balance - P-Card Balance Due - Prior Month | \$ 2,298.40        |
| Payments                                       | \$ 2,298.40        |
| <br>Bills paid with P-Card                     | \$ 2,469.21        |
| Subtotal                                       | \$ 2,469.21        |
| Adjustments - Returns and Credits              | \$ -               |
| <br>P-Card a/c Balance due as of 2/15/25       | <b>\$ 2,469.21</b> |

## Sturdy - Reserve Account for P-Card Payments

|                                                    |                    |
|----------------------------------------------------|--------------------|
| Beginning Balance                                  | \$ 5,000.00        |
| Interest Income                                    | \$ 0.29            |
| Additions(Deductions):                             | \$ -               |
| Other: Shortage of prior month transfer            | \$ -               |
| Other:                                             | \$ -               |
| Funds Allocated for P-Card balance due             | \$ (2,469.21)      |
| Request to transfer from Savings to P-Card Reserve | \$ 2,468.92        |
| Balance after Transfer                             | <b>\$ 5,000.00</b> |

## Sturdy - Savings Account

|                                                                      |                        |
|----------------------------------------------------------------------|------------------------|
| Beginning Balance                                                    | \$ 892,443.62          |
| Additions(Deductions):                                               | \$ -                   |
| Township of Lower Income                                             | \$ -                   |
| P-Card rebate income                                                 | \$ -                   |
| Insurance Premium Refund                                             | \$ -                   |
| LOSAP Returns                                                        | \$ -                   |
| Interest Income                                                      | \$ 45.79               |
| <br>Request to transfer from Savings to Checking                     | <b>\$ (100,789.54)</b> |
| <br>Request to transfer from Savings to Reserve - for P-card payment | <b>\$ (2,468.92)</b>   |
| <br>Balance after Transfers                                          | <b>\$ 789,230.95</b>   |

## 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                               | \$ 789,230.95        |
| Total Bank Accounts Balance                    | <b>\$ 804,230.95</b> |