

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

**FIRE DISTRICT #1 MEETING: DATE: January 24, 2019**  
**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>COMMISSIONER:</b>	<b>HARRON Jr.</b>	<b>X</b>
<b>VICE CHAIRMAN:</b>	<b>WAREHAM</b>	<b>X</b>
<b>CHAIRMAN:</b>	<b>GENTEK</b>	<b>X</b>

**Attendance at the Meeting: FIREFIGHTERS: 7 PUBLIC: 0**

**LOSAP MEMBERS IN ATTENDANCE:** J. Jordan, Andrew Hilvert, Jr., Calvin Ashbridge, Dale Gentek, Carrise Mornick, Richard Harron, Jr.

## **5. READING OF THE LAST MONTHLY MEETING MINUTES:**

A. Approval of the meeting minutes/make available.

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

**Seconded by:** Commissioner Mornick

**Abstain:** Harron

## **6. TREASURER REPORT**

- Report follows minutes.

**TOTAL BILLS: \$ 36,076.50**

**Transferred: \$ 27,534.40 and \$1,440.85 for P-Card account**

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

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

**Seconded by:** Commissioner Mornick

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

**Seconded motion made by:** Commissioner Mornick

**Abstain:** Harron

## **7. COMMUNICATIONS**

**INCOMING MAIL/EMAIL:** E-Z Pass Statement. Emails from Attorney Braslow about legal notice concerning election 2019. Email from Brown and Brown with information needed for Budget. Several emails from Attorney Braslow concerning budget and meeting announcement. Email from Robert Barber of Ford-Scott concerning budget. Emails from State concerning budget. Petitions returned by Mornick, Jordan and Sambenedetto.

**OUTGOING MAIL/EMAIL:** Different emails from commissioners concerning budget and election. Commissioner Wareham forwarded necessary paperwork to Attorney, Leader Printers, etc. for election.

## **8. REPORTS OF EXECUTIVE BOARD**

**Chairman Reports-**

## **Committee Reports-**

**Fire Bureau-** All going well. Clerk is not leaving as planned until later in the year. Extra vehicle being lent to fire company for attending Fire Academy.

**Fire Apparatus-** Vehicle delivery for Custom Dive Unit that was according to contract to be in March 2019 and has been changed to April 2019. Sending contract to Attorney Braslow for review.

## **ISO- Progress**

**Hydrants-** 2 of the 3 hydrants located in the Breakwater Plaza shopping center still have old threads and are not compatible with our trucks and may cause delay in fire suppression. The development across from Michels Run, there is an issue with the hydrants that has to be corrected. Chairman Gentek will also follow-up on these matters along with the Chief.

**LOSAP-** Called and requested COLA information. Not available until February. Received request from Diane Jordan concerning withdraw from LOSAP. Advised her to contact Lincoln Financial.

**Insurance-** 2<sup>nd</sup> premium was forwarded.

## **9. FIRE CHIEFS REPORT**

- Report follows minutes.

**10. OLD BUSINESS-** Discussion of forming an accident committee as in the past to resolve some of these issues. Status of overhead doors in engine room issue. Petitions handed out for election for February 2019 to Justin Jordan, Richard Sambenedetto, and Carrise Mornick and Bryan Harron.

**11. NEW BUSINESS** – There was a Special Meeting held on Jan 17, 2019 to Adopt the 2019 Budget. Contract for web site person was handed in to be reviewed and voted on and it is for 3 years at \$1200 for all three years. Motion by Wareham and 2<sup>nd</sup> by Gentek to approve it. All ayes. Three people have been suggested to work the election which is Feb. 16. Chairman brought up the fact that the sign in log for the maintenance program must be adhered to and completed in order for payments to go out.

**12. RESOLUTIONS-** 2019-01 Adoption of Temporary Budget for 2018. Motion by Mornick, 2<sup>nd</sup> by Wareham all ayes. 2019-02 Adoption of 2017 audit. Motion by Mornick 2<sup>nd</sup> by Gentek. All ayes. 2019-03. Adoption of Corrective Action Plan. Motion by Mornick 2<sup>nd</sup> by Wareham. All ayes.

**13. OPEN COMMENTS FROM THE PUBLIC-** Invitation from Fire Company for commissioners to attend yearly installation and dinner on Feb. 23. Fire Company looking for yearly contract for Modern for the generator.

**14. ANNOUNCEMENT OF NEXT MEETING**

**DATE: February 28, 2019**  
**TIME: 8 PM**

**15. ADJOURNMENT:**

**Motion made by:** Commissioner Wareham  
**Seconded by:** Commissioner Mornick

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