

**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 22, 2024**  
**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>WAREHAM</b>	<b>X</b>
<b>COMMISSIONER:</b>	<b>GENTEK</b>	<b>X</b>

## **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: \$18,129.18**

**Transferred: \$12,480.71 and \$2,857.80 for P-Card account**

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

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

**Seconded by:** Commissioner Mornick

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

Commissioner Gentek

**Seconded motion made by:** Commissioner Mornick

## **7. COMMUNICATIONS**

**INCOMING MAIL/EMAIL** EZ Pass bill. Election packet.

**OUTGOING MAIL/EMAIL:** 2024 Budget submitted.

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

**Chairman Reports-**Meeting of the duty crew for commissioners and chief to discuss matters.

**Vice Chairman-**Upcoming meeting with commissioners and **chief for update.**

**Commissioner-**Updated hydrants are needed.

## **COMMITTEE REPORTS**

**DUTY CREW - Several** discussions

**FIRE BUREAU-** Meeting is next week

**FIRE APPARATUS-**On chief's report

**ISO-** Progress

**HYDRANTS**- No updates on hydrants. Loper not well.

**LOSAP**-Posted the yearly contributions for members.

**INSURANCE**- Pursuing getting additional quotes on boat policy.

**FIXED ASSETS**-No new information.

**9. FIRE CHIEFS REPORT**

- Report follows minutes.

**10. OLD BUSINESS**- Elections were good. Budget passed and both commissioners were accepted.

**11. NEW BUSINESS** – Fire company requests P-Card to be increased for annual physicals until May 2024. Motion by Wareham, 2<sup>nd</sup> by Mornick

**12. RESOLUTIONS**- None

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

**14. ANNOUNCEMENT OF NEXT MEETING**

**DATE: March 28, 2024.**

**TIME: 8 PM**

**15. ADJOURNMENT:**

**Motion made by:** Commissioner Mornick

**Seconded by:** Commissioner Wareham

**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

2/22/24 Commission

### NUMBER TYPE OF FIRES

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

### NUMBER TYPE OF FIRES

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

TOTAL # of CALLS: 9

### IN-SERVICE:

		1-3/4 HOSE	2-1/2 HOSE	5" HOSE
U-60				
B-60				
T-60	1			
Q-60	6			
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:

	DRIVER/PUMP TRAINING
	ENGINE COMPANY TRAINING
	EXTRICATION TRAINING
	FF. ORIENTATION
24	FIRE SCHOOL

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

26 TOTAL HOURS FOR THE MONTH

Submitted By:

Fire Chief:

*William Belles IV*

1 Firefighter is attending Fire 1.

The seatbelt sensor on Tanker 60 has been repaired.

The window regulator has been replaced.

Requesting to raise "Firehouse" PCard until May 1st each year to pay annual physical bills.

Recall for Dive 60 has been schedule, just waiting on part to arrive.



**B.O.F.C. Fire District #1 Lower Township**  
**Checks, Electronic Payments, and Bank Balances**  
**January 26, 2024 through February 22, 2024**

**Sturdy - Checking**

Beg Checking Bank Balance	\$ 10,000.00
Transfers In:	\$ -
Other Adjustments:	\$ -
Voided/Deleted/Reissued Checks:	\$ -
- Reduction in Airpower International check	\$ 5,647.50
Interest Income	\$ 0.97
Balance before the following list of vendor payments	<b>\$ 15,648.47</b>

**Vendor Payments**

**Amount**

6218	Crystal Osborn	-150.00
6221	Sandra Dolly	-150.00
6223	Carrise Mornick	-500.00
6224	Brittney M. DeLano	-960.00
6225	Chuck Jordan	-1,120.00
6226	Justin Jordan	-1,929.00
6227	Enrico Mascio	-804.00
6228	Villas Fire Company	-600.65
6229	Cape Regional Urgent Care	-975.00
6230	Rich Fire Protection	-308.00
6231	Rich Fire Protection	-140.00
6232	Richard M. Braslow	-600.00
6233	NAPA AUTO PARTS	-379.53
6234	Brown & Brown	-9,513.00

Total Check Payments	\$ (18,129.18)
Adjustments:	\$ -
<b>Sturdy Bank- Checking Bank Balance (after checks are cut)</b>	<b>\$ (2,480.71)</b>
<b>Transfer from Savings to Checking</b>	<b>\$ 12,480.71</b>
<b>Sturdy Bank - Checking Bank Balance after requested transfer</b>	<b>\$ 10,000.00</b>

## Bank of America - Purchasing Card

Beg Balance - P-Card Balance Due - Prior Month	\$	2,275.87
Payments	\$	2,275.87
Bills paid with P-Card	\$	2,858.11
Subtotal	\$	2,858.11
Adjustments - Returns and Credits	\$	-
P-Card a/c Balance due as of 2/15/24	\$	<u>2,858.11</u>

## Sturdy - Reserve Account for P-Card Payments

Beginning Balance	\$	5,000.00
Interest Income	\$	0.31
Additions(Deductions):	\$	-
Other: Shortage of prior month transfer	\$	-
Other:	\$	-
Funds Allocated for P-Card balance due	\$	(2,858.11)
Request to transfer from Savings to P-Card Reserve	\$	2,857.80
Balance after Transfer	\$	<u>5,000.00</u>

## Sturdy - Savings Account

Beginning Balance	\$	568,931.81
Additions(Deductions): Transfer was increased for additional check	\$	-
Township of Lower Income	\$	189,437.50
P-Card rebate income	\$	-
Wire Fee for P Card rebate	\$	-
Wire Fees - Reversal	\$	-
Interest Income	\$	41.72
	\$	-
Request to transfer from Savings to Checking	\$	(12,480.71)
Request to transfer from Savings to Reserve - for P-card payment	\$	(2,857.80)
Balance after Transfers	\$	<u>743,072.52</u>

## 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	\$	743,072.52
Total Bank Accounts Balance	\$	<u>758,072.52</u>